

Parish of West Grinstead

PAROCHIAL CHURCH COUNCIL MEETING

Wednesday 26 January 2022, 7.30pm in the Church Room, Partridge Green

MINUTES

PRESENT

Mike Phillips, Churchwarden and Vice-Chairman
Neil Jacobsen, Churchwarden
Dave Ellis, Treasurer
Beryl Payne, Secretary
Dave Tidey
Bill Holt
Heather Tomsett
Karen Adams
Rev'd. Sally Mitchell
Kate Wydra (on Whatsapp)

Mike Phillips took the Chair at short notice as Alison was called away on urgent domestic business: he opened the meeting with a prayer.

APOLOGIES – Rev'd. Alison Letschka, Chairman, Tony Martin, Richard Maule-Oatway

1. MINUTES

1.1 Minutes for the last meeting Tuesday 23 November 2021

Alison had asked all members to read the Minutes carefully prior to the meeting and all had complied. The Minutes were proposed as a correct record by Neil Jacobsen and seconded by Dave Tidey.

2.3 Matters arising

Mike addressed the action points and those ongoing are listed here:

- Charities Commission registration – *Neil*
- Presentation to the congregations on Parish Share – *Alison/Churchwardens*
- Parish weekend organisation – *Churchwardens*
- St Michael's carpark sign - *Mike*

3. PCC Matters

3.1 Charities Commission Reporting

Guidelines had been circulated prior to the meeting so that all could see that it was the responsibility of the whole PCC and that the new format was more onerous. It was agreed that the activity reports collated by Beryl would be done in the same way and that Neil would draft a report using these reports and demonstrating our benefit to the communities.

Action Neil

3.2 Reserves Policy 2nd draft (attached)

This was adopted as it stands and without amendment.

3.3 PCC Member photos B/F

Karen has all of the photos now except Tony Martin's. Beryl to email him to organise –

Action Secretary

3.4 Costs and Financial Approvals Appendix

Beryl explained what this was and that an example had been attached at the bottom of the Agenda. It was thought to be a good idea and to be updated at the end of each set of Minutes

– *Action Secretary*

4. FINANCE

4.1 Treasurer's Report and Accounts

The Treasurer reported that he was still working on the 4th quarter accounts in readiness for approval at the next meeting and for the APCM.

He also reported that:

- there was £57,000 in our account.
- He had received £52,000 in donations
- He was reclaiming VAT
- Ian Balls had received a grant of £15,000

Mike said he would update the GiftAid, which would help the cashflow – *Action Mike*

4.2 Fundraising

Mike confirmed that following a meeting, it had been agreed that the Parish weekend would go ahead, but scaled down, and reliant on Tony Robinson allowing us to use his field for parking and help from volunteers:

- Saturday - the church to church run with limited activity
- Sunday - the local church vicinity walk
- A dog show and small refreshments

5. MISSION

Sally reported that:

- the first additional service designed for the ex-Weald church people on 9 January went very well with over 50 attendees.
- the Breakfast church on 23 January was attended by 65 adults and 14 children
- there had been an adult Baptism at St George's of a new teenage member of the congregation on 23 January.

6. REPORT FROM THE CHAIR

As Alison was not present, it was thought that what Sally had reported was what Alison would have included in this item.

7. FABRIC

7.1 St George's

7.1.1 Bats and associated works

Dave Tidey reported that:

- We are going to have to pay 100% of the cost of the wood ordered (£40,000), but that this sum will be reimbursed by Bats in Churches.
- Another Bat Licence is required before we can proceed with any more work
- He was proposing PCC approval for £960 + VAT for the Surveyor's design for the support of the rafters – this was seconded by Heather Tomsett
- The heating is 90% in with just two more radiators to go
- The lighting will be done when the boarding is finished
- Work is re-commencing again mid-March
- Scrap metal removed will fetch about £60

7.2 St Michael's

7.2.1 Lychgate – Mike has received two vastly different quotes – one for £15,000 and the other from a local builder who has done several jobs for him in the past for £1,500 + VAT and possibly about £200 for tiles on the roof if necessary. The cheapest option is to repair it in situ. As the Chancellor has instructed us to get the Lychgate repaired and not moved, Neil agreed that we should get it done.

The Motion is that the PCC of West Grinstead authorise Mike Phillips, Churchwarden to go ahead with organising the repair in situ of the Lychgate at the entrance to St Michael's church for the cost of £1,500 + VAT and to include a possible additional £200 for roof tiles

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should this be found necessary. Work to be carried out by Green Manor Building Limited. Proposed Neil Jacobsen, seconded by Dave Tidey and motion carried unanimously.

8. THANKSGIVING SERVICE for completion of Bats project

As Alison was not present, the item is to be C/F – *Action Secretary*

9. SAFEGUARDING

9.1 Safeguarding report attached

9.2 Case Study – this item to be C/F in Alison’s absence – *Action Secretary*

10. CORRESPONDENCE – none received.

11. CONFIDENTIALITY & PUBLICATION OF MINUTES – OK to publish.

12. A.O.B.

12.1 Easter Eggs

Kate Wydra had proposed that the PCC pay for Easter Eggs to be provided for all the Jolesfield schoolchildren (150 x £4.50 = £675) and the Super Sunday children (10 x £4.50 = £45). This was discussed briefly, and several points emerged:

- We may get the numbers wrong and have some eggs left over
- We may get the numbers wrong and not have enough eggs
- This might set a precedent for every year

It was decided to C/F until the SO meeting when Alison would be present – *Action Secretary*

12.2 Emergency lighting and signage at St Michael’s

Bill Holt reported that this had been requested by the fire inspectors: he and Dave Tidey discussed this briefly and it was decided that Dave would ask CES (the company doing the lighting at St George’s) to quote for this and the replacement of the overhead lighting system. Then for Dave and Bill to start the project off by getting quotes and report to the PCC as necessary – *Action Dave T and Bill*

- Neil said that Richard M-O was going to stand down at the APCM
- There is a monochrome coat-of-arms in St George’s church in need of restoration. Neil has received a quote for £400 and proposed that we go ahead, seconded by Dave Ellis
Action Neil

13. DATE OF NEXT MEETING – Tuesday 22 March 2022, 7.30pm, Church Room.

Mike closed the meeting at 8.30pm with The Grace.

Sums approved by PCC

<i>10 March 2021</i>	<i>5,000</i>	<i>St G heating design</i>
<i>21 May 2021</i>	<i>80,000</i>	<i>St G lighting, heating, hydrology tests, porch roof</i>
<i>22 Sept. 2021</i>	<i>50,000</i>	<i>St G heating upgrade</i>
<i>11 Nov. 2021</i>	<i>9,878</i>	<i>St G elec. skts., heating option 3, addl. timber survey</i>
<i>26 Jan. 2022</i>	<i>960+VAT</i>	<i>St G surveyor’s design for rafters support</i>