

Barnes Team Ministry  
The Parish Church of St Mary Barnes

A meeting of the PCC took place in the Ellerton Room  
on Tuesday, 28 March 2023 at 6.15pm

**MINUTES**

**PRESENT:** Geoffrey Barnett, Phil Bladen, Peter Boyling, Steve Cox, Helen Faride, Helen Gibbs, Judy Gowing, Trisha Hawkins, Fouki Heller, William Heller, Revd James Hutchings, Sue Macworth-Praed, Elisabeth Munden, Michael Ross-McCall, Annie Sullivan, Paul Teverson.

**APOLOGIES:** Alison MacMillan, Revd James Marston, Michael Murison, Cathy Putz.

<b>1</b>	<p><b>Matters arising from minutes of last PCC meeting</b> Minutes of the last PCC meeting were accepted as correct.</p> <p>Vacancies</p> <ul style="list-style-type: none"> <li>- Environment Lead</li> <li>- Safeguarding Officer – see below</li> <li>- Christmas Fair Lead</li> </ul>	
<b>2</b>	<p><b>Fuel</b> Due to the high cost of fuel and the October start date of our current contract, there may be alternative options that are cheaper. Richard Nickels is looking into this and will advise in April. The deadline for deciding whether to stay with Parish Buying has been extended until the end of April.</p> <p>On a proposal by Geoffrey Barnett, seconded by Phil Bladen, the decision about whether to stay with Parish Buying was delegated to the SC since the decision needs to be made before the next PCC meeting.</p>	<b>SC</b>
<b>3</b>	<p><b>Finance</b> 2022 Statutory Accounts</p> <ul style="list-style-type: none"> <li>- 2022 Management Accounts submitted at last PCC meeting reflected operating surplus £17,552 and deficit of £66,396 after deducting investment losses of £83,948.</li> <li>- After making final year-end adjustments mainly to offerings/donations, church rents and hall rents, the deficit in the draft 2022 Statutory Accounts increased to £77,597 with an operating surplus of £6,351.</li> <li>- The draft 2022 Report and Accounts is with the independent examiner Stewardship. If their report is not issued before the Annual Meeting deadline in May, the draft 2022 Report and Accounts would be sent to members with the other agenda reports.</li> </ul> <p>February 2023 Management Accounts</p> <ul style="list-style-type: none"> <li>- Surplus for 2-month period was £6,514 compared to budget deficit £5,702 and 2-month 2022 actual surplus £16,343.</li> <li>- Year-to-date income and expenses were distorted in the month before and during a major Friends event, as receipts were</li> </ul>	

	<p>usually in advance and expense payments in arrears. Ball was in February and Music Festival in March. Offerings / donations were below budget and 2022 actual, as planned extra revenue from stewardship appeal would be reflected in March onwards.</p> <p>Financial Advisory Group</p> <ul style="list-style-type: none"> <li>- Draft Terms of Reference were reviewed and approved. Purpose is to provide a semi-independent external review of matters relating to church finances / reporting. Group reports to PCC. Membership will be three PCC members and minimum of three others from wider church / Barnes community. First meeting would be scheduled for April or May.</li> </ul>	
<p><b>4</b></p>	<p><b>Rector's Report</b></p> <p>James reported that we had had uplifting worship with Candlemas, two All-Together services, Ash Wednesday and the service marking the anniversary of the Ukraine invasion. A large group is valuing the Lent course led by Richard Harries. The stewardship campaign is well underway, with some responses received.</p> <p>There is a full programme of services planned for Holy Week and Easter, and PCC members are encouraged to try out something new. The new Bishop of Kingston is with us on Maundy Thursday, Good Friday and Easter 10am.</p> <p>In Eastertide special services include St George's Day 23rd April when we will be joined by the scouts, 26th dedication of the new Hoare Memorial, 30th Pets service. Then we have the Coronation weekend with a CTiB service of thanksgiving at 4pm on 7th and our garden tea party on 8th.</p> <p>On behalf of the PCC, Phil Bladen wished JH a happy and successful sabbatical.</p>	
<p><b>5</b></p>	<p><b>Mission Action Plan</b></p> <p>The MAP has been created and circulated. Regular updates by JH were thought to be useful.</p>	
<p><b>6</b></p>	<p><b>Environment Group</b></p> <p>The Environment Group met on 7 March and is looking at ways to develop more sustainable practices. We currently have a bronze Eco Church award and are working towards silver.</p> <ul style="list-style-type: none"> <li>- Electricity is carbon neutral, but in order to change our gas the boilers would need to be replaced. Due to the still evolving technology this will not be done for several years.</li> <li>- Work is ongoing into other options, primarily how we might better insulate KH.</li> </ul> <p>Carbon offsetting</p> <ul style="list-style-type: none"> <li>- While we are still using lots of carbon, offsetting is encouraged so a calculation has been made based on fuel consumption.</li> <li>- On a proposal by Peter Boyling, seconded by Sue Mackworth-Praed, it was decided to proceed with the gold standard option at a cost of £400 per annum. This option comprises community projects in developing countries.</li> </ul>	

	<p>Organ humidifier</p> <ul style="list-style-type: none"> <li>- It was noted that the humidifier needs to be on continuously which seems to be generating a lot of heat and must be costing a lot of money. It is also very noisy.</li> <li>- Peter Boyling reported that a complete revamp of the organ is currently being planned for 2024 and will include a quieter option to replace the humidifier. The humidifier could be replaced before then but it was preferred to avoid this additional cost.</li> <li>- Peter Boyling confirmed that the humidifier is serviced every 6 months.</li> </ul>	
<p><b>7</b></p>	<p><b>Fabric</b></p> <p>Following discussion at the last PCC meeting, the Fabric Committee has met to consider the feasibility and desire to extend the toilet provision.</p> <ul style="list-style-type: none"> <li>- It was agreed that two toilets are not sufficient.</li> <li>- An initial blue sky thinking exercise had generated 5 options for additional toilets. Four of these were quickly rejected due to cost, timing and impact on other spaces.</li> <li>- The remaining option is to increase to 5 toilets by extending the current toilets into the space behind the church along the path to KH.</li> <li>- The preliminary estimate was around £110k but is now expected to be in the order of £250k.</li> </ul> <p>Current toilets</p> <ul style="list-style-type: none"> <li>- William Heller confirmed that a plumber has adjusted the cistern to increase capacity and removed the tank above the disabled toilet to connect directly to the mains. The toilets are functioning better as a result.</li> </ul> <p>Drain survey</p> <ul style="list-style-type: none"> <li>- The condition of pipes running from the toilets to the road needs to be established before any other work commences.</li> <li>- On a proposal by Steve Cox on behalf of the Fabric Committee, seconded by Paul Teverson, it was agreed that the drain survey should be conducted at a cost up to £3,000.</li> </ul> <p>DAC meeting</p> <ul style="list-style-type: none"> <li>- A meeting with the DAC has been scheduled for 19 April but this is now under review. The architect will also be attending so there will be costs incurred.</li> </ul> <p>Other considerations</p> <ul style="list-style-type: none"> <li>- Steve Cox confirmed that the plans will include better access to the disabled toilet.</li> <li>- The loss of space behind the church is expected to impact the bike sale. On sight of the proposal those involved in the bike sale can comment further.</li> <li>- A number of concerns were raised about the process and costs incurred so far. JH acknowledged that the processes could have been run better and that we want a transparent process moving forward. He noted that it is right for the PCC to be concerned about costs.</li> </ul> <p>The results of the DAC meeting and drain survey will be brought to the next PCC meeting for the next steps to be agreed. If additional costs need to be incurred before the next PCC meeting the SC can authorise</p>	

	<p>spending up to £2,000. Higher amounts will be brought back to the PCC, by email if necessary.</p>	
<b>8</b>	<p><b>Kitson Hall</b>  There is now Wi-Fi at KH. The cost was minimal - £100 installation and £30 per month plus the purchase of some boosters.</p> <p>Security</p> <ul style="list-style-type: none"> <li>- The direction regarding new locks is no longer clear.</li> <li>- The first quote for a key fob system was £4,600+VAT. A second quote is expected.</li> <li>- The insurance broker has suggested it could be worth claiming to change the lock barrels. One quote for new barrels and keys was £3,000 although this was thought to be high. Under the policy we can claim up to £5,000 for replacing lost keys. The excess on the policy is £250 and the broker suggested a claim wouldn't significantly impact the future cost of insurance.</li> </ul>	
<b>9</b>	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>- Lis Munden is speaking to Nicky King who seems to be keen about joining the safeguarding team.</li> <li>- Lis Munden is reviewing DBSs. These now need to be renewed every 3 years and 63 people are within this timeframe. A few will need to be renewed.</li> </ul>	
<b>10</b>	<p><b>AOB</b></p> <p>Retiring members of the PCC and Deanery Synod</p> <ul style="list-style-type: none"> <li>- JH thanked all those retiring</li> <li>- Four members of the Deanery Synod are retiring - Phil Bladen, Judy Gowing, Cathy Putz and Annie Sullivan</li> <li>- Three members of the PCC are retiring - William Heller, Elisabeth Munden and Michael Murison</li> <li>- JH asked that everyone look out for and encourage potential new members to the PCC although it is not a problem if there are a few spaces.</li> </ul> <p>Coronation Mugs</p> <ul style="list-style-type: none"> <li>- Judy Gowing proposed buying 250 mugs for £600. These could be sold for £3.50 each or we could serve tea in them then let people take them away.</li> <li>- There was general support for this concept. Trisha Hawkins suggested someone might like to sponsor it. Fouki Heller suggested a grant could be applied for.</li> </ul> <p>The meeting closed with the Grace: 19.55</p>	<b>ALL</b>

**Future dates:**

<u>SC</u>	<u>PCC</u>
	4 May - APCM
22 May	6 June
26 June	4 July
4 Sept	19 Sept
	30 Sept - Away Day
13 Nov	28 Nov