

Barnes Team Ministry  
The Parish Church of St Mary Barnes

A meeting of the PCC took place in the Ellerton Room  
On Tuesday, 12 March 2024 at 6.15pm

**MINUTES**

**PRESENT:** Revd James Hutchings, Peter Boyling, Trisha Hawkins, Fouki Heller, William Heller, Richard Nickels, Michael Ross-McCall, Paul Teverson

**IN ATTENDANCE:** Helen Gibbs

**APOLOGIES:** Revd James Marston, Geoffrey Barnett, Helen Faride, Alison MacMillan, Elisabeth Munden, Deborah Stewartby, Cheryl Cole, Jackie Davis

Rev'd James opened the meeting with a prayer.

<b>1</b>	<b>Minutes</b> of the PCC meeting on 13 February 2024 were approved	
<b>2</b>	<p><b>Matters arising from minutes of last PCC meeting</b></p> <ul style="list-style-type: none"> <li>- <b>Clock in the tower</b> – The strike mechanism has been replaced. Cleaning is expected to happen shortly.</li> <li>- <b>Gift Aid envelopes</b> – Michael Murison has been contacted but there is no update yet.</li> <li>- <b>Yew tree</b> – The logs have been stored behind the church. A wood turner has confirmed that the yew wood would be of interest. A yew tree specialist is due to advise in April.</li> <li>- <b>Recycling bins in Melvill Room</b> – PB, Claire Boyling and Judy Gowing will be speaking shortly to consider possible improvements to the current arrangement.</li> </ul>	
<b>3</b>	<p><b>Rector's Report</b></p> <ul style="list-style-type: none"> <li>- The celebration of the <b>40th anniversary</b> of the re-hallowing of St Mary's has been the most recent highlight of church life. A wonderful team effort brought together those who had been involved at the time and in subsequent years, and we had a joyful Eucharist led by the Bishop of Southwark. Many thanks to everybody involved. On the same day we also marked, in a quieter and sombre way, the 2nd anniversary of the invasion of Ukraine, at the service of healing and wholeness.</li> <li>- Since the last PCC <b>Lent</b> has begun. Ash Wednesday saw the imposition of ashes being given at Viera Gray House, at the church lychgate at lunchtime and at the evening Eucharist. A quiet morning for Lent was held on 22nd February, on the theme of 'Playing hide and seek with God'. The Lent course has begun, using a book by the Archbishop of York, Stephen Cottrell, entitled 'The Nail'. We consider the viewpoint of witnesses to Good Friday such as Peter, Pontius Pilate and the Roman Centurion and what it would be like to be in their shoes. <i>Watch and Pray</i> booklets have also been distributed and the Bishop's Lent call is being promoted. There has also been a combined visit with St Michael's Church to see the Lambeth Palace Library.</li> </ul>	

	<ul style="list-style-type: none"> <li>- We have a full programme for <b>the rest of Lent</b>, with highlights being Mothering Sunday, Palm Sunday with donkey in the morning and Barnes Music Festival choral evensong in the evening. During Holy Week there are special services of compline, stations of the cross and Tenebrae. On Maundy Thursday we mark the institution of the Lord's Supper and example of washing of feet at the evening Eucharist, followed by the prayer Watch in the Langton Chapel. On Good Friday there is the service in the church garden, and the CTiB walk of witness in the morning, and then reflections on the cross from midday, concluding with a short Eucharist using the reserved sacrament.</li> <li>- On <b>Easter Day</b> we begin with the Dawn Eucharist at 6am, followed by BCP Communion at 8, Easter Eucharist at 10, and informal service in the church garden at 11.30. As we go into Eastertide, highlights will include St George's Day All Together service on 21st April, APCM on Tuesday 23rd April, Christian Aid Week beginning 12th May and Pentecost on 19th May.</li> <li>- We have a specific agenda item on <b>the PCC</b> itself, as we seek to encourage new membership. It is an opportunity discuss what issues might be discussed which would help improve PCC meetings. We need to think about what kind of experience and skills would be an asset to PCC, and how all of us might discern future members, and how to encourage them.</li> <li>- <b>Stewardship</b> - An appeal for renewal of giving will be conducted after Easter in around May.</li> </ul>	
4	<p><b>Mission Action Plan</b></p> <p><b>Growing our faith</b></p> <p><i>Grow the involvement and number of children, young people and families; greater involvement in worship &amp; growth of junior choir</i></p> <ul style="list-style-type: none"> <li>- <b>Children's Choir</b> – Wednesday night rehearsals of the Children's Choir have begun and it was good to have the children singing at the service on Mothering Sunday. There are 3 boys we hope will join the choir soon.</li> <li>- <b>Youth Ministry In Communion (YMIC)</b> - We hope to join the YMIC project, a diocesan initiative helping parishes develop work with secondary age young people and joint events bringing them together across a wider area. More details to be given at an event in April.</li> <li>- Jackie is planning a families' litter pick around local streets, sometime before Easter.</li> </ul> <p><i>Enable more adults to come to Christian faith and grow in faith; annual enquirers course &amp; new pastoral scheme to build relationships.</i></p> <ul style="list-style-type: none"> <li>- Mark and Abby Dimmock were confirmed by Bishop Martin at St Richard's, Ham, on 20th February.</li> <li>- JH decided not to go ahead with a new pastoral scheme at the current time; to be kept under review</li> </ul> <p><b>Serving the people of Barnes</b></p> <p><i>Widen access and use church for those in particular need in Barnes; regular weekday coffee morning</i></p> <ul style="list-style-type: none"> <li>- We decided not to continue the weekly coffee morning this winter, but will keep this under review. Through Churches Together in Barnes we will see if there are ways to contribute to the Barnes Ponder process led by the BCA.</li> </ul>	

	<p><i>New screen, projector and AV in church; explore other improvements</i></p> <ul style="list-style-type: none"> <li>- Please see the fabric report regarding improvements to toilets.</li> </ul> <p><b>Promoting care for God’s creation</b></p> <p><i>Make progress in reducing our negative impact on the environment by achieving the Eco-Church Silver Award; implement planned improvements to Kitson Hall and the Church</i></p> <ul style="list-style-type: none"> <li>- Please see the Kitson hall report - the opportunities to make significant progress reducing carbon emissions are most evident for the hall rather than the church at the moment.</li> </ul> <p><i>Develop the environmental message in our worship and teaching</i></p> <ul style="list-style-type: none"> <li>- Services will be held in the church garden on Good Friday and Easter morning.</li> <li>- The Bishop of Kingston is leading a series of pilgrimage walks in Lent. Some from the parish went on the one on 24th February. Other deanery and local events are advertised in the Weekly News. We will enjoy walking around the parish ‘beating the bounds’ on Rogation Sunday 5th May.</li> </ul>	
5	<p><b>Finance</b></p> <p><b>Management accounts at 31/01/24</b></p> <p><i>Note: Management Accounts at 31/01/24 were emailed to members with the agenda.</i></p> <ul style="list-style-type: none"> <li>- Future management accounts would comprise the one-page Treasurer’s report (important highlights/trends and key financial indicators) at non-quarter month-ends (Jan/Feb etc.) with a more detailed report at Mar/Jun etc.</li> <li>- Surplus for January 2024 was £1.3k compared to budget (deficit £9.8k) and January 2023 (deficit £8.9k).</li> <li>- Investments at 31/01/24 were £722.0k; cumulative unrealised loss since 1/1/22 was £0.5k; next quarterly valuation was at 31/3/24.</li> <li>- Liquid assets (cash, bank, deposits) at 31/1/24 were £136.3k, an increase of £10.9k since year end 2023.</li> <li>- Total realisable assets (liquid assets and investments) were £858.3k at 31/1/24.</li> </ul> <p><b>Confirmation requested by Stewardship, the independent examiner</b></p> <ul style="list-style-type: none"> <li>- Arising from their 2022 review and because the total income from Friends’ and other community events (including provision of food/drink) represented in excess of 35% of St Mary’s total income, Stewardship requested the PCC to affirm that these revenues were ancillary to, and not a separate activity to, running the church and consequently fully met the objects of the charity;</li> <li>- The PCC was asked to consider providing the following confirmation which was unanimously approved:        “In response to a request made by Stewardship, the independent examiner, the PCC confirms its belief and understanding that the activities of the Friends of St Mary’s are wholly ancillary to the furtherance of the mission and objects of St Mary’s church and are not independent objects carried on for any independent purpose”</li> <li>- Andrew Summers (chair of Friends) would be informed.</li> </ul>	

6	<p><b>Digital Giving</b></p> <ul style="list-style-type: none"> <li>- JH will be meeting with CC and TH on 26 March to follow up on what has been happening.</li> <li>- <b>PAYAZ updates</b> - Modifications have been made to the larger PAYAZ machine, including addition of a picture of the church and introduction of options to give directly to different causes using the buttons.</li> <li>- <b>WiFi</b> - The issue of consistent internet coverage still needs to be resolved either by improving WiFi or use of a SIM card. Phil Bladen has arranged for someone to look at the WiFi in the church so that we will then be able to compare these options.</li> <li>- <b>Give a Little</b> - A single platform is being used (Give A Little) which has simplified new campaigns. It has enabled online giving to replace the collection tin for the bells (used for ropes, etc) via a virtual link on the website which is publicised only to bellringers. JH noted that this could also be a useful option for Jackie Davis and the Toddlers.</li> <li>- <b>Gift Aid</b> - A minor downside of the new platform is that CAF are not able to donate Gift Aid automatically.</li> </ul>	
7	<p><b>PCC and Deanery Synod</b></p> <ul style="list-style-type: none"> <li>- There are quite a few potential vacancies on the PCC. There could be 15 members in addition to the Church Wardens, clergy, co-opted members and deanery synod members (up to 6). JH suggested that we probably don't want 25 people but we do want good representation. Suggestions of groups which may be approached included Sunday Club, Stewards and the Choir. JH will be speaking to 7/8 people and is hopeful that several may join.</li> <li>- JH asked what improvements could be made to PCC meetings. Suggestions included: meeting at different times; covering different issues at different times of the year; discussion of theological or community issues; updates on what is happening at diocesan level; more regular discussion of relevant issues (eg Safeguarding) rather than waiting for the annual away day; updates about issues in the press and the Church of England position (eg slavery).</li> </ul>	
8	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>- <b>PCC Training</b> – Nearly all the PCC have now completed all three requirements (DBS, confidential declaration and safeguarding training) and LM is hopeful that the whole PCC will be up to date before the APCM.</li> <li>- <b>Sunday Club and Bellringer training</b> - LM has been working with Wendy, Tower Captain, to ensure all our Bellringers are up to date and she is still working with Jackie on Sunday Club volunteers. Most people have done their DBS but a few need to renew their confidential declaration or redo their safeguarding training. LM and NK will continue to follow these up.</li> </ul>	
9	<p><b>Fabric</b></p> <ul style="list-style-type: none"> <li>- <b>Toilets</b> – Progress is slow. Michael Buckley, architect, has been very helpful in looking at options. The difficulty relates to getting the toilets into position since there is a greenhouse on the corner. The pipes could be linked to the ladies toilet but this may involve digging up the floor of the ladies toilet.</li> </ul>	

	<p><b>Tower Sound Control Proposal:</b></p> <ul style="list-style-type: none"> <li>- The full report can be viewed here:  <a href="https://docs.google.com/document/d/1po1wb8pkM78n0Irxg5IUyIO-8u7KwsPn/edit?usp=sharing&amp;ouid=114971623000094623084&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1po1wb8pkM78n0Irxg5IUyIO-8u7KwsPn/edit?usp=sharing&amp;ouid=114971623000094623084&amp;rtpof=true&amp;sd=true</a></li> <li>- Nick Bendelow has compiled a report in liaison with the diocesan bells advisor. The objective is to be able to ring the bells without any sound carrying outside, ideally controlled by a switch. The louvres are behind an opening and set in a frame which is not sealed. The first step is to seal the existing frames to the stonework (non-invasive). The existing covers would then be remade using a more soundproof material. Finally, an auto-opening control would be installed in the ringing chamber. Initially this was expected to cost £20k but with Nick doing the practical work the cost is expected to be less than £5k. TH confirmed that they have the money.</li> <li>- A faculty will be required and has been prepared subject to discussion with the Fabric Committee and architect. DAC will want to know that there is no invasion of the stonework. TH is hopeful that this will be approved since it is renewing what is already there.</li> <li>- PB advised to send the report now, then the architect will either say it looks okay or that he wants to see it and we'll fix a date. The architect has to drive from Canterbury so we will make sure there are several things for him to see. TH noted that when he came previously he advised that any plugs or power would need to be surface mounted and may require a separate faculty. TH noted that we also want to put up a board listing peals that were previously on boards lost in the fire. The first peal here of 8 bells was rung in 1903 and next year one of our bells will be 450 years old which TH thinks it would be good to celebrate.</li> <li>- PT suggested 2 approvals: <ul style="list-style-type: none"> <li>1. Visit and approve; then</li> <li>2. PCC approve faculty – the PCC will need to see the costing but approval can be done by email if required before the next meeting.</li> </ul> <p>He advised to go through the preliminaries and then email for PCC approval but that the PCC agrees in principle.</p> </li> </ul>	
<p><b>10</b></p>	<p><b>Kitson Hall</b></p> <ul style="list-style-type: none"> <li>- <b>New Fire Exit</b> – A proposal was made to create a new fire exit from the rear of hall to the churchyard. The new hirer's agreement includes a requirement that users acknowledge the fire evacuation plan. The new fire exit is to provide a safe means of escape in the event that a fire occurs which blocks routes to the front of the hall. Costs are expected to be considerably less than £2,000 but in the event that they exceed £2,000 further PCC approval will be sought. This was approved.</li> <li>- <b>Wardrobe Store</b> – The Kitson Hall Committee has written to the Barnes Community Players to tell them they can continue to use the costume store if they implement, by the end of April, and fund their fireproofing proposals which they estimate at £4,000 and also undertake certain electrical works, which we estimate at under £1,000, on the understanding that the store then has, in our opinion, a fire resistance of at least one hour.</li> </ul>	

	<ul style="list-style-type: none"> <li>- <b>Small Hall</b> – Marketing leaflets have been widely distributed around Barnes advertising the availability of the Small Hall from the autumn. The response so far has been disappointing. A gym is potentially interested but would not pay much. Butterfly Ballet is a longstanding hirer and AJ would like them to use the hall more. WH recommended that we consider instructing an outside agent to market the hall. Hugo Stuttaford (advised on a valuation for Alice) has been approached informally about this.</li> </ul>	
<b>11</b>	<b>Vacancies</b> <ul style="list-style-type: none"> <li>- <b>Gift Aid Secretary</b> – JH is speaking to someone and there may be someone else who could be approached. MM wants to step down by April and there is considerable handover required. MRM noted that the role requires a competent person since there are HMRC rules, online returns and record keeping which must be managed and this should be considered a minor crisis if the role is not filled. Pauline could fill the role if the position is not filled in time but she may not have time to take on more work.</li> </ul>	
<b>12</b>	<b>Minutes</b> <ul style="list-style-type: none"> <li>- <i>Minutes of the Financial Advisory Group meeting on 13/12/23</i></li> <li>- <i>Minutes of the Communications Group meeting on 19/02/24 - for information</i></li> </ul> <p>No comments made.</p>	
<b>13</b>	<b>AOB</b> <ul style="list-style-type: none"> <li>- PB thanked JH for chairing the meetings during the past year.</li> </ul>	

The meeting closed with the Grace at 7.15pm.

**Future dates:**

**SC (2pm)**

- Monday 13 May
- Monday 24 June
- Monday 2 September
- Monday 11 November

**PCC (6:15pm)**

- Tuesday 23 April - APCM
- Tuesday 21 May
- Tuesday 9 July
- Tuesday 17 September
- Saturday 12 October – Away Day
- Tuesday 26 November

James Huxley 21<sup>st</sup> May 2024