

**PARISH OF HINCHLEY WOOD
PAROCHIAL CHURCH COUNCIL MEETING HELD ON-LINE ON
MONDAY, 20N SEPTEMBER 2021
MINUTES**

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| | Present: Fr. Peter Jenner, Heather Allen, Simon Crome, Ann Ellis, Jean Hoseason, Revd. Caroline Mullins, John O’Neill, Stephanie Post, Margaret Thompson. | |
| 1 | Apologies: Jane Barnett, | |
| 2 | PCC Tonight: Referring to PCC Tonight (copyright CPAS)“The PCC – An introduction for Church members” under the heading “Mission”, each member named persons who had inspired them most to reach out to others with the Gospel teaching. The purpose was to find out who had inspired us to share the Gospel with others. | |
| 3 | Minutes of the Last meeting of 19 April 2021: These were agreed by show of hands (Proposer: Caroline Mullins; Seconded: Simon Crome). | |
| 4 | Safeguarding: In her absence, Jane submitted a report to the effect that the Charities Commission Guidance for 2019 recommended (though not mandated) that PCC members should undertake an enhanced DBS check. This was irrespective of whether or not they were involved with activities with children and/or vulnerable adults, as it was important for them as Charity Trustees to demonstrate their responsibility for implementing best practice in safeguarding. It was pointed out at the meeting that a further argument in its favour would be a more rigorous check for eligibility to join the PCC (e.g anyone who was declared bankrupt could not join). A Confidential Declaration Form would need to be completed if the DBS check were to be carried out. The PCC agreed that as it was not mandatory, the extra burdens involved would not be justified at this stage. The proposal that not all PCC members needed to be DBS checked was carried by all apart from one abstention | |
| 5 | <p>Eco Church:</p> <p>a)Proposal for the Lifestyle Group to implement Terracycle; Jane had forwarded information on Terracycle, an organisation which collected and recycled items difficult to re-cycle and which the local authorities might be unable to do so. It was proposed that one type of frequently-found waste item could be collected e.g. crisp packets, baby-food or other food pouches and put in a cardboard box in the church-porch for collection, which would have to be organised. Jane proposed that we collect hard to recycle products associated with washing/dishwashing machines. Baby-food pouches were already being collected at St Nicholas’ Church, TD (so we wouldn’t collect these). We also discussed liaising with the school(s) to encourage them to collect eg crisp packets. It was agreed that Jane and both the Community & Lifestyle groups should be encouraged to pursue this (Proposer: Caroline Mullins, seconded: Jean Hoseason).</p> <p>b)Parish Return – Energy Footprint The Diocese aimed for net zero by 2030. Fr. Peter had completed and circulated the lengthy Parish Return according to the algorithm given by Church of England’s publication on shrinking the energy footprint. This showed that St Christopher’s emitted 30 tons of CO2 annually, the majority of emissions coming from the Church and the Hall boilers. The Church boiler was good for another 15 years but the Hall boiler needed replacing in 2022. Ideas such as heat pumps or all-electric boilers needed further thought. A league table of churches’</p> | JB |

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| | <p>footprints would be compiled by the Diocese in a year's time. It was suggested that an expert from the Diocese could help with advice. Also separate gas meters for the Church and Hall boilers, instead of the one for both, could be installed for more accurate assessment with the aim of reducing the footprint. Anyone was free to ponder the figures, but there was nothing to vote on in this instance.</p> | |
| <p>6</p> | <p>Report on Children and Young People Vision Working Party Jane had provided the vision statement earlier. It was agreed that it was a good starting place; further work would be needed eventually when we had a better idea of what children might be catered for and the volunteers needed to lead projects. Fr. Peter pointed out that the Parish Needs Based System (replacing the Archdeacons' Visitation System) would be setting up support systems. In January or February next year, mission enablers would be meeting the PCC to identify areas of possible support. It was agreed unanimously that the document be accepted as it stood, meanwhile (Proposer: Caroline Mullins, seconded: Margaret Thompson).</p> | |
| <p>7</p> | <p>Ministry/Mission:</p> <p>a)Review of Sunday and other services – e.g provision of refreshments: It was agreed that last Sunday's (19 September) Harvest Festival Lunch was highly enjoyable with good company and food, something we had all missed and encouraging for the future. The idea was put forward that Christmas Lunch could be bring-and-share. Someone could be responsible for the turkey while a list could be drawn up of volunteers for other ingredients. A further idea was a fund-raising brunch to be offered after Sunday services from time to time. It was also agreed that refreshments after the service, i.e. tea and coffee should be re-instated as soon as possible, now that the weather was likely to prevent meeting out of doors.</p> <p>The PCC also discussed the need to update the Covid risk assessment, to reflect latest government guidelines, so that we could start to bring back more 'normal' practice e.g. use of hymn books, and entrance/exit from main church door etc.</p> <p>Simon identified a need to form working parties to undertake "Spring cleaning" and to clear out corners and cupboards of unneeded items. The area between the Church and the Hall needed weeding. Simon requested that if anyone knew of any ecologically favoured products that were any good for getting rid of the weeds, would they please contact him afterwards. With the current problem with Elmbridge collection of garden waste, John O'Neill's suggestion of constructing a compost heap behind the Church should be given consideration.</p> <p>It was emphasized that whoever was responsible for introducing any of these activities would need to organise a risk assessment. Duty churchwardens, as venue managers, should ensure that risk assessments are in place. Simon should be informed immediately of any initiatives.</p> <p>A question arose as to resuming the sharing of the common cup. This was a complex question and a lot of discussion was needed at national level. The alternative of using individual cups would be prohibited by Canon Law.</p> <p>b)EMDL Proposal; Fr. Peter informed the PCC that arrangements were in progress for his Sabbatical. Caroline offered to take services on the 1st.3rd and 4th Sundays of the month. The 2nd Sunday would continue to be her Sunday off. This and any 5th Sunday would need to be covered by other clergy. Andrew Cowie, the Rural Dean, said it should be possible to arrange cover. The PCC expressed thanks to Caroline.</p> | <p>SC</p> |

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| | <p>above the stage. It was believed that this was similar to cladding used on Grenfell Tower, and the fact that the ceiling above the stage was hardboard only increased the fire-risk. On the eventual advice by Chris Daley, the Quinquennial Inspector, samples of the hardboard were sent to the makers, Celotex, who could not give re-assurance that the material was not combustible. After further consultation with the Quinquennial Inspector, Heather and John recommended that the PCC authorise them to obtain quotes to replace the door between the hall and the kitchen and also the serving hatch with fire-proof items, and for work to be done to fire-proof the stage and youth room areas. Celotex insulation board should be replaced with Rockwool insulation or similar. Decisions on the fire-door and serving hatch could be made promptly by Standing Committee. The contingency fund for maintenance might cover this.</p> <p>Heather announced that she would no longer act as co-ordinator or spokesperson on maintenance matters. Simon would now be liaising with John on maintenance issues. The PCC expressed thanks to Heather for her work on this subject.</p> | |
| <p>12</p> | <p>Any Other Business: Matters arising from the Minutes not dealt with elsewhere; Fr.Peter reminded us that the Church had received an anonymous donation of £200 towards copyright licensing last year. £310 had been spent to cover live-streaming and the licence was up for renewal. A number of people relied on Zoom and it would be difficult to withdraw this facility now. You Tube did not require expensive licensing. I-Tunes could not be used for live-streaming as no licence could cover this.</p> <p>It was agreed that it was important to renew the licences.</p> <p>Further dates for PCC meetings in 2021: 15 November.</p> | <p>PJ</p> |
| <p>13</p> | <p>Subsequent action: After the meeting Fr. Peter sent the following e-mail requesting confirmation of agreement.</p> <p>Please email your vote to the following motion as soon as possible. Thank you for your time this evening.</p> <p>All these resolutions were ratified by majority e-mail responses.</p> | <p>All</p> |