

**St John's Church, Hove**  
**Minutes of the Parochial Church Council meeting**  
**Monday 19<sup>th</sup> July 2021**

**Present:**

Earl Collins (EC) – Vicar	Barbara Bush (BB) – Church Warden
Tom Savage (TS) – Secretary	Mary Thomas (MT) – Church Warden
Sue Davidson (SD)	Chi Ho (CH) - Treasurer
Isla MacFarlane(IM)	Trevor Beattie (TB)
John Browne (JDB)	Erica Cheung (ECH)
Andrew Maynard (AM)	Lisa Godfrey (LG)

		Action
1	<b>Opening Prayer</b>	
2	<b>Apologies</b> None	
3	<b>Notification of AOB</b> MT had one item.	
4	<b>Minutes of Meeting on 17 May 2021 &amp; Actions from the Previous PCC Meeting</b> The PCC accepted the minutes with no amendments.	
10	TS to circulate new Electronic Payments policy	TS
	<b>Succession Planning Actions</b>	
	<b>Cleaning and Maintenance</b> 2 more volunteers required. SD suggested we approach Janet.	EC/SD
	<b>Welcoming</b> AM reported that Nicola Maynard would not be able to lead on this but may be able to help out when he played the organ. Other avenues are already being explored, as this is now deadline driven due to coffee starting again on 1 Aug.	BB
	Mission Action Planning will take place on Sat, lead by EC/BB, and EC stressed the importance of wide engagement with this, in person or in written submissions.	ALL
	All other actions completed or covered on agenda items below.	
5	<b>Church Re-Opening</b> In light of the government relaxing Covid restrictions from July 19 <sup>th</sup> , the PCC discussed the changes that could be made at St John's. There was a wide-ranging discussion, covering the different elements of the service (stewards, seating, hymns, Eucharist, tea and coffee) and the risks to those present. It was agreed by the PCC that services would be slightly modified with effect from 01/08/2021. These modifications are designed to allow as much of a return to normal worship as possible, whilst ensuring we minimise the risks. The attached email provides a full list of changes agreed. The most discussed items were the start time of the service, on which EC took the final decision from the Chair, after a split vote; and the amount of hymns/use of masks for this on which the majority supported less hymns with masks up to the individual. Details to be circulated by email and in Spoken Notices to the congregation.	BB

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**Finance**

CH presented the management accounts. JDB praised the PCC for retaining a solvent Church given the challenging year we have had. MT noted that the vicarage water bill would be increased from £10 to £24 pcm and that a Young Actors group were looking to use the Church, paying £51 p/week. TB requested a new expenses line be added for wifi costs.

CH to action.

**CH**

**7**

**Buildings and Finance**

MT asked for confirmation from the PCC that the Church would pay 25% of the costs for the new wifi service being installed. The PCC agreed unanimously.

**MT**

TB updated the PCC on the progress with the ladder and bell housing repairs. The ladder has been repaired, this was all paid for by the All Churches grant. Nicholson's have a quote for repairing the bell, £9,896 including VAT. The Church would be able to reclaim the VAT (c.£1,500). The total cost of the bell repair would be part funded from the Sussex Historic Churches Trust grant of £3,000, funds held in reserves and from fundraising activities. TB asked the PCC to confirm we proceed with the Nicholson's quote. The PCC agreed unanimously.

BB requested that we treat the forthcoming Trinity Trust funding of £11,500 separately to this exercise. The PCC agreed with this approach. BB also suggested there be a fundraising push at the thanksgiving service being held in August when the Church 're-opens' per s.5 above.

**MT/TB**

**8**

**PCC Annual Review**

EC opened the discussion, summarising the article and the key focus for the PCC; why we do this as a PCC, our volunteering, and the Mission Action Plan. He stressed the importance of maintaining God and the Mission of the Church at the centre of all we do.

TB felt the PCC was doing very well, especially during covid, and that a review like this would be easier face to face. AM noted that we should always 'look in the mirror' when acting as a PCC member. TB spoke to the ongoing need for the PCC to identify potential volunteers in the congregation.

**9**

**Cornerstone**

LG updated the PCC following recent meetings of the Cornerstone Management Board (CMB). Financially Cornerstone is surviving, and has recovered up to 43% occupancy following lockdowns. The foodbank will be reviewed in October this year. Cornerstone have proposed a joint fete with the Church on 25th September. The PCC were asked to consider ideas for the Church to contribute to this, e.g. cake stall, book stall etc EC advised he was in contact with Gabrielle Higgins at Church House about a successor for Jonathan Pritchard as representative on the CMB, now that he has retired.

**ALL**

**10**

**Safeguarding**

LG confirmed that SQP was last completed in 2019. There are various PPC members requiring a refresh of their SQP, LG to liaise directly with them, to ensure they are aware of the specific requirements. A central file of certification is held in the Church and updated by the Safeguarding Officer.

**LG**

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**AOB**

MT advised the PCC there is a rat problem in the garden. Pest controller has visited and laid traps, they will check back next week. MT will appraise the PCC as required.

The meeting ended with The Grace at 8.30pm.