

**St John's Church, Hove**  
**Minutes of the Parochial Church Council meeting**  
**Monday 20<sup>th</sup> September 2021**

**Present:**

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

- | 1 | Opening Prayer                                                                                                                            | Action |
|---|-------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 2 | <b>Apologies</b><br>John Browne (JDB) & Sue Davidson (SD)                                                                                 |        |
| 3 | <b>Notification of AOB</b><br>There was no AOB.                                                                                           |        |
| 4 | <b>Minutes of Meeting on 19 July 2021 &amp; Actions from the Previous PCC Meeting</b><br>The PCC accepted the minutes with one amendment. |        |

**Succession Planning Actions**

**Cleaning and Maintenance**

2 more volunteers required. SD suggested we approach Janet. BB

**Welcoming**

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.

All other actions completed or covered on agenda items below.

- |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |
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| 5 | <b>Finance</b><br>CH presented the 2022 Budget. TB raised a concern the budget seemed optimistic in the light of the pandemic. CH advised the forecast was based on last quarter's income levels so achievable, TS noted the 2022 forecast was in line with 2019 (pre covid) levels. The PCC agreed to reduce 'Collections at all Services – Cash' by £500 to reflect the general reduction in cash payments since the pandemic.<br><br>MT noted that the PMC 2022 meeting being held on 14/10/21 would cover Parish Ministry Costs (PMC) and Diocesan budgeting for 2022, with Parish PMC submissions due in Dec 2022, to give Churches more time to set their budgets.<br><br>BB highlighted the Church's Parish Share was planned to increase for 2022, a positive and necessary achievement<br><br>CH to circulate revised 2022 budget and the PMC 2022 email to PCC for information. | CH |
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**6 Buildings and Finance**

MT updated on the Cornerstone wifi installation, which incorporates access for St Johns, which is now complete and the next step is testing of signal strength.

The first stage of the bell repair work begins 27/09/21. Final payment of the Historic Churches Trust Grant will be made upon receipt of a certificate of completion, expected early 2022.

**7**

**Covid Arrangements**

MT updated the PCC on recent discussions between the Vicar and Churchwardens. They had met to discuss and make a recommendation to the PCC on Church service provisions, based on the current Covid restrictions, the Duty of Care requirements of the PCC as the management body of the Church, infection levels, vulnerable members of the congregation and the onset of cold/flu season.

The recommendation to the PCC was that from 03/10/21 the Sunday Eucharist service will once again be a full sung Eucharist. All other elements (social distancing, mask wearing etc) will remain. No change will be made to the Holy Communion in one form only at this time.

The PCC agreed the recommendation unanimously.  
BB to advise congregation via email and notices.

**BB**

TS asked when the next review of service arrangements would be. BB responded when PHE or Government change covid restrictions, or C of E opines on communion wine.

**8**

**Summary of Leases**

BB summarised the paper presented. TB noted the substantial amount of giving provided by the Church due to the rents for Hop50 and Cornerstone being heavily reduced compared to market rents, and the need to ensure this was recognised in regular reporting.

The report was accepted as presented, no actions required on current lease arrangements.

**9**

**Mission Action Planning**

BB spoke to the Mission Action Plan (MAP) document, noting that the planning workshop for the MAP brought out several key themes:

- A strong commitment to the outreach from the Church.
- Developing the look and feel of the Church, both physical structure and online presence.
- The use of music as a form of worship

The MAP document was provided in easily printable form, as part of the outreach goal of the Church.

BB will speak to EC about the the MAP Team speaking at a Sunday service to launch this to our congregation.

**BB**

AM noted the potential to interact with e.g. Brighton Festival, for outreach.

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EC thanked MT for her work in increasing the use of the Church and providing both outreach and driving up rental income.

Finally EC noted that none of this is possible without volunteers.

**10**

**Cornerstone**

LG advised the next board meeting is 21/09/21, however in the interim Cornerstone had seen occupancy rise since June and that they had increased the rent they charge for use of their facilities.

EC updated on the Diocesan Representative role, with Katherine Prior expressing interest in the role. Both Bishop Martin and Gabrielle Higgins (Diocesan Secretary) support this move.

BB noted from previous meeting minutes (July 2021) that the suggested joint fete in September had been withdrawn.

**11**

**Safeguarding**

LG advised there were no incidents or other actions to report. The Church remains on schedule with training for clergy and PCC.

**12**

**AOB**

None.

The meeting ended with The Grace at 8.30pm.