

Minutes of St John's PCC Meeting 15th November 2023
7.30pm at St John's

Present – Revd. Mike Griffiths (chair), Richard Skegg, Revd. Christine Smith, Revd. Jen Holder, Andrew Holder, Charlie Barker-Wyatt, Sue Skegg, Oli Marjot, Paul Hamilton, Pam Denison (for safeguarding item) and Deb Hobbs (minutes)

Apologies – Matt Sturgeon

Welcome and opening worship – Mike welcomed everyone and led evening prayer.

Item	Action
<p>1. Minutes of last meeting Two amendments were made. Item 3, delete 'Jen is also involved' as Jen has stepped back from chaplaincy work. Item 5, Elizabethan clock, 'probably against the south wall' should read 'we agreed (placement) against the south wall'. The minutes were then approved as a true and fair record and signed by the chair.</p>	
<p>2. Matters/actions arising Safeguarding action plan</p> <ul style="list-style-type: none"> • Deb had forwarded the link to the diocesan website safeguarding pages • ex-offenders policy has been written <p>Basics bank</p> <ul style="list-style-type: none"> • issue has resolved as churches are continuing to donate throughout the year <p>Winchester and District Young Carers</p> <ul style="list-style-type: none"> • Sue attended the AGM on 9th November and will bring the annual report • the charity is well-supported by the Mayor of Winchester and other organisations <p>Hire form</p> <ul style="list-style-type: none"> • word version added to website <p>Coffee morning</p> <ul style="list-style-type: none"> • for action in springtime <p>Fund-raising</p> <ul style="list-style-type: none"> • Winchester College Quiristers booked for 16th November 2024 • Elizabeth will give a talk on the history of St John's Street in February • encouraging giving via weekly emails – begin in new year <p>Garden plan</p> <ul style="list-style-type: none"> • for January agenda 	<p style="text-align: center;">SS</p> <p style="text-align: center;">CS</p> <p style="text-align: center;">PH/DH</p>

<p>3. Correspondence</p> <ul style="list-style-type: none"> • Churches Together in Winchester – notification of a vigil for Israel and Gaza 7.15-8.15pm on Sunday at the cathedral • the nursery is not pursuing the hire of the vestry. When the weather is warmer and heating is no longer a requirement, we could consider offering the space without charge. 	
<p>4. Safeguarding action plan</p> <ul style="list-style-type: none"> • all DBS checks completed • many of the training gaps have been completed. Pam will contact the people who still have courses to complete • Pam will follow up particular requirements for working with vulnerable adults with Nick • Pam will send reminders when training needs refreshing. • Thanks were expressed for Pam’s work on the action plan. 	PD
<p>5. Mike leaving/interregnum</p> <ul style="list-style-type: none"> • Mike’s last Sunday will be 14th January - benefice service at All Saints, Mike to preach • on the 13th January, All Saints have fund-raising event - a live band karaoke evening • Mike’s licensing will be by +Olivia, Bishop of Reading on 31st January, 7pm at Brightwalton in West Downs Benefice. All are welcome to attend • Christine and Jen have planned cover for the services up until Lent • ministry team meeting/Christmas drinks on 7th December 7.30pm at the Rectory. Anyone who wants to be involved in services is invited • Archdeacon Richard has met with churchwardens and Assistant Archdeacon Gary will be meeting both PCCs on 27th November 7.30pm at All Saints. 	
<p>6. Autumn services/events/parish activities <i>Advent/Christmas</i></p> <ul style="list-style-type: none"> • Advent tea – 10th December at 4pm, Oli will lead compline • Carol Service at 10am on 17th • Christmas Eve crib service at 3pm - Jen • Christmas Day service 10am - Jen • 31st December morning prayer benefice service – Deb • we will have publicity leaflets to distribute to local roads • 1-3pm Christmas Day – lunch at All Saints for anyone who would like company. Let Mike know numbers and dietary requirements • 3rd December Christingle – procession of light from St Andrew’s to All Saints 	

<ul style="list-style-type: none"> • All Saints Carol Service is at 7.30pm on 17th • Midnight service 11.30pm Christmas Eve at St Andrew's. 	
<p>7. Deanery synod report</p> <ul style="list-style-type: none"> • Andrew had circulated the report • Deanery Ideas Fayre is being planned for late spring – an opportunity to take ideas from St John's and see what other churches are doing. 	
<p>8. Fabric reports and building specific matters</p> <ul style="list-style-type: none"> • Richard had circulated the fabric report before the meeting. <p><i>Repair to ceiling plaster</i></p> <ul style="list-style-type: none"> • scaffolding is in place - 3 coats of plaster to be applied • no sign of any water ingress. <p><i>St Giles Hill graveyard</i></p> <ul style="list-style-type: none"> • no further contact from WCC. <p><i>Elizabethan clock</i></p> <ul style="list-style-type: none"> • waiting for information re. stand design. <p><i>Tower doors</i></p> <ul style="list-style-type: none"> • Richard will follow up re. conditions attached to the faculty – all have been addressed. <p><i>Sacristy items</i></p> <ul style="list-style-type: none"> • bottle brush and measuring jug added. <p><i>North and south churchyard</i></p> <ul style="list-style-type: none"> • Richard has repaired the downpipe by the vestry door allowing the drain to be cleared • hedge needs further work – Christine will obtain a quote. Oli approved a quote of up to £200 on behalf of The Friends • rare tree in south churchyard is being identified • Trees have been pruned in both churchyards and they are looking good – thanks to Paul. Bug hotel made with off-cuts • Sue has been clearing fallen leaves from the path before services • PCC agree to the purchase of an electric flame weeder for the path • Garden working party will be held in spring. 	<p>CS</p> <p>RS</p>
<p>9. Health and safety</p> <ul style="list-style-type: none"> • General risk assessment for building and churchyards completed and circulated for information. PCC agreed to adopt this document • Fire warden guidance circulated – all agreed to accept this document. Sue will distribute to welcomers. 	<p>SS</p>

<p>10. Treasurer's report Sue had circulated her report before the meeting.</p> <ul style="list-style-type: none"> • Heating – this is still coming on at odd times in the vestry and corridor. Sue will check with gas engineer re. frost protection system • VAT is being reclaimed for repair work such as plaster work on the ceiling • there were no questions – Sue was thanked for her very clear report. 	
<p>11. AOB</p> <ul style="list-style-type: none"> • Discussed how to charge for a memorial service without a funeral – diocese will be able to advise • Easter 2024 – Christine has been invited to preach at Portsmouth Cathedral on Maundy Thursday and Good Friday. Jen offered to conduct benefice services on these days • Chris Taylor's ashes will be interred on 21st January after the morning service. Chris' friend Margaret Evans will be coming • Wednesday 8th May – the first of the silent prayer meetings with Cheriton. Venue and time to be advised • Mike and Jen are going to St Giles View care home this week to provide communion. There will be a regular monthly service for residents. 	
<p>12. Matters to be deemed confidential None.</p>	
<p>13. Closing prayer The meeting concluded at 9.30pm with the Grace.</p>	

Next meeting date – Wednesday 17th January 7.30pm