

St Mary the Virgin East Barnet

PCC Meeting

7th April 2024

Minutes

Present: Alec Corio (Chair), Roger Melling, John Hawkins (secretary), John Savage, Gail Phillips, Victor Chan, Katherine Duncan-Kerr, Margaret Cranfield, Amy Flannery

Apologies: Angela Johnson, Steve Edwards, Alison Blunt, Thomas Hodgson, Grant Fassett, Shaun Sanders, Bettina von Cossel

1. Welcome
 - a. The meeting started at 2.05pm
2. Apologies
 - a. Received as above.
3. Minutes
 - a. The amended Minutes of the 19th November 2023 meeting were signed.
 - b. The amended Minutes of the 4th February 2024 meeting were approved and signed.
4. Matters arising (inc. Correspondence):
 - a. Recruitment Tracker Update
 - i. John H to send a chaser email to PCC members with either forms or safeguarding training outstanding. Alec stressed the importance of this in order to be able to state that we are complying with CoE safeguarding policy as part of our annual report.
 - b. Correspondence
 - i. Maria Constantinou, Steven Edwards were added to the list of those able to administer the sacraments.
 - c. Resolution for the installation of a safety gate to the top of basement stairs
 - i. The PCC unanimously approved a resolution to move the water tap and erect a safety gate at the top of the boiler room steps to cost no more than £250.
 - ii. It was hoped this resolution would allow a faculty application to be made and approved quickly.
 - iii. Frustration was expressed by various members of the PCC at the length of time it has taken to get a response from the diocese to enable us to move forward with this important safety measure.

5. MAP Matters arising (not elsewhere on the agenda)
- a. Developing an integrated communications strategy.
 - b. Increasing sidesmen numbers by 50% and providing invitation and welcome training to lay volunteers.
 - i. It was noted that there were occasional times where sidesmen were not present to welcome the congregation.
 - ii. It was agreed we would continue with our recruitment push. As rota co-ordinator Margaret agreed to make an announcement at the start of May requesting new volunteers.
 - iii. We discussed the need for training of greeters and agreed to delay this until after proposed alterations to the back of church had been made.
 - iv. Several additional readers stepped forward and there was a suggestion that more of the PCC become involved in the intercessions. Potential to collaborate with St Mary's school to ask pupils to write and then read intercessions on one Sunday.
 - c. Inviting community groups into partnership in the community halls.
 - i. No discussion
 - d. Making a commitment as lay volunteers to pray for an ecumenical pioneer ministry on the NLBP housing development.
 - i. No discussion
 - e. Achieving Bronze eco church status.
 - i. No discussion

6. Regular Reports

- a. Childrens outreach working group
 - i. This will be discussed in depth at the proposed Mission Action Plan retreat day.
 - ii. Potential grant application available for childrens worker (New Barnet Parochial Schools Trust)
 - 1. Needs line management time from Alec
 - 2. Would require an Increase volunteers from the current core group of 3
 - 3. Church finances need to be considered carefully as even with the grant this would still be a long term commitment.
 - iii. Katherine raised the issue that we don't have a clear path for the continuing support of the younger core of children as they go through the age of 5-7
 - iv. Gail raised concern about how a paid childrens worker would be viewed by the congregation ahead of, say, a parish administrator.
 - v. Potential to talk to Youth Worker at St James and ask them to speak at a future PCC meeting

- vi. The range of events are excellent and we need to look at how they are communicated to the wider area, including other local schools. This is limited by our lack of administrative resource.
- vii. Gail mentioned the Watford Recycling Art Project as a source of free craft materials.
- b. Communications Report
 - i. Roger mentioned that the continued use of posters on the church fence should be reviewed as they are too small to be read.
 - ii. Roger suggested some formatting amendments to the recently introduced pew sheet and volunteered to produce a “News from the PCC” section. Alec said this could be included if presented to him well in advance.
- c. Events Committee
 - i. No comments except for thanks to the team
- d. Fabric Report
 - i. No comments.
- e. Fabric Projects Working Group
 - i. 5th May. Margaret requested the input of those on the Personal Prayer (OpenChurch) Rota to discuss changes to back of church
 - ii. Katherine suggested the use of a “KinderBox” to allow the books in the childrens area to be more accessible.
- f. Finances
 - i. No comments.
- g. Halls Group
 - i. Professional photos will be taken by a photographer associated with the diocese and shared online.
 - ii. Church Hill School use the platform Sharesy to hire out their hall. However, this is not an option for us as they are unable to implement an “appropriate use” clause for those wishing to hire space.
- h. Partnership Enabling Group
 - i. Shaun/Alec will meet with Graham Wheeler to discuss restarting the PEG group as this is a requirement of the Anglican/Methodist partnership terms.
- i. Planned Public Events
 - i. It was noted that the Plant Sale is on the 25th, not the 26th
- j. Safeguarding
 - i. Nothing to report
- k. St Mary’s VA Primary School
 - i. Nothing to report
- 7. Report on MAP Smart Goal 4
 - a. Waiting on a response from Comer homes following failure or their planning appeal.
- 8. Volunteer Job Fair
 - a. Good progress in that
 - i. Katherine - volunteered to become Secretary

- ii. Angela Johnson - to be a lead for safeguarding on PCC
 - iii. Bettina Von Cossel - to be electoral roll officer
 - b. Still more opportunities to assist and no current volunteers to be Churchwarden. Katherine asked if there was any impact to the trustees if we have no Churchwarden. Alec clarified that there wasn't however our ability to operate would be severely limited.
- 9. Stewardship Presentation
 - a. Roger gave a summary of Kate Fords presentation and suggested we start planning for a major stewardship drive in 2025. Kate's advice was as follows:-
 - i. Do not mix time & talents with financial requests
 - ii. Have a target - e.g. hire an administrator
 - iii. Recognising collections at the altar is important after re-introducing in-service collections
 - iv. Hold a stewardship campaign over a month, not on an individual sunday
 - v. Should consider a plan for legacy fundraising
 - vi. Regular drip feeding of stewardship reminders as well as dedicated campaigns also helps
 - b. A diocesan supplied contactless card machine will soon be available (5th June - collect from St Albans). Similar parishes using these had seen an increase of approximately £1000 per annum
 - c. Roger suggested a "Friends of St Mary's" group that may appeal to those members of the community who value the church but are not regular churchgoers.
 - d. Margaret suggested adding tokens to the pews for people to provide to the collection bags.
- 10. PCC MAP Retreat Date
 - a. It was agreed that this would be the 2nd June and noted that Victor will be unavailable.
- 11. Annual Report
 - a. Not yet available
- 12. AOB
 - a. Our APCM will be on May 19th after the morning service. If required there would be a short PCC meeting following this to deal with any matters arising.
 - b. Our next PCC would move back to Monday evenings to try to ensure better attendance. A hybrid option will be discussed by Alec and Katherine.
 - c. The next PCC will therefore be **Monday 8th July at 8pm**

The meeting finished with The Grace at 4.20pm