



## LYMINGTON PAROCHIAL CHURCH COUNCI

### Minutes of the meeting held at 7:30 pm on Thursday September 24<sup>th</sup> via Zoom

	<p><b>Present:</b> Andrew Payne, Barbara Clapper, Ray Shepherd, Sylvia Pepin, Malcolm Ward, Jane Cook, Sarah Bunce, Michael Standage, Bill Gulland, Celia Swan, Daphne Johnston, Maureen Harris, Bronwen Bridges, Peter Salisbury, Mary Hill</p>
1	<p><b>Welcome and prayer:</b> The Vicar welcomed everyone and opened the evening with prayer.</p>
2	<p><b>Apologies for absence:</b> Malcolm Haigh.</p>
3	<p><b>AOB:</b> The Vicar requested that an item concerning the appointment of Karen Brett as a Foundation Governor of Lyminster Infants School be added to the agenda. This was agreed.</p>
4	<p><b>Approval of minutes:</b> The Minutes of the meeting on July 23<sup>rd</sup> were approved and signed by the Vicar.</p>
5	<p><b>Matters arising:</b> There were no matters arising</p>
6	<p><b>Chairman's Report</b></p> <p>1. The Vicar reported on his meetings with the Diocese concerning the current financial situation in which it was made clear that savings of £2 million has to be made by the middle of 2021. This would be a combination of central savings and a decrease in incumbent stipends. No decisions had been made at present.</p> <p>2. Church recovery: all agreed that it was good to be worshipping back in church with both the choir and the band. Vistas Café had also reopened on Mondays.</p> <p>3. The APCM will be held on October 14<sup>th</sup> 2020 and nominations were needed for both the PCC and also the Deanery Synod. Nomination forms were available from the PCC Secretary.</p>
7	<p><b>All Saints and Tops Nursery</b></p> <p>JC had circulated a number of papers and maps as critical decisions were needed from the PCC since it was possible that a decision on the planning application might be made before the next PCC meeting. The current hold-up concerns work stemming from the bat survey, but JC has been assured that a decision is imminent. The other decisions for the PCC concern the leases.</p> <p>1. <b>The Head Lease.</b> The PCC approved the Head Lease two years ago, but two questions have arisen since then. One concerned the possibility of the parishes of Lyminster and Pennington combining as a result of the financial implications of the Covid-19 pandemic. Clause 1.7 has therefore been amended to include this possibility. The second question related to Clause 3.5 states that the property should not be used in a way that causes a nuisance to people in nearby premises. Since there have been constant complaints from neighbours during the last five years, the legal adviser has suggested that there should be included an acknowledgment that, from time to time, neighbours might find cause to complain about the activities of the nursery and preschool. <i>The PCC unanimously agreed with these changes.</i></p> <p>2. <b>The draft Underlease and Hall Lease.</b> There were several changes to the November 2019 draft versions of these leases. These were:</p>

- a. Confirmation from the Diocesan Legal Adviser that the PCC is the Managing Trustee responsible for the church and that the Vicar and Churchwardens are the Managing Trustees responsible for the Hall.
- b. The church buildings need an EPC certificate and this requirement is now included in both leases.
- c. Mention of terrorism within the Insured Risks has been removed and Tops Nursery are content with this.
- d. A new clause has been inserted requiring Tops to secure the property when it is not being used.
- e. A new clause has been inserted requiring Tops to remove garden waste from the site.
- f. All detail concerning the index linking of the rent review provisions has been deleted and in future the church will rely on the open market rent review process.

*The PCC unanimously agreed to these changes.*

**3. The Memorandum of Understanding between the Managing Trustees and the Tenant.**

The PCC was asked to approve the wording below concerning the composition of the All Saints Management Committee. This Committee will supersede the Steering Committee when the leases are signed.

*“Committee Membership will be the Incumbent of the Benefice of St Thomas with All Saints Lymington (or in the vacancy of that office the priest or minister appointed to be responsible for the church), a member of the Managing Trustees and one other person appointed by the Managing Trustees.”*

*The PCC unanimously agreed this wording.*

Michael Standage, Jonathan Cook, the two PCC representatives on the current Steering Group, along with Bill Gulland as an observer and the Vicar, have indicated that they would be willing to become members of this new committee.

*The PCC confirmed these representatives.*

**4. Letters to neighbours.** The PCC was asked to approve the wording and approach of letters to two neighbours who have encroached on to All Saints land.

*The PCC confirmed that they were happy with these letters.*

Thanks was expressed by everyone to JC for all the work he continues to do in relation to the All Saints project.

**8 Finance**

Andy guided us through the Finance Report, the main points of which were:

1. The **current assets** for the year until September 13<sup>th</sup> 2020 are £663,472 compared to the assets of £693,422 at the end of 2019. This shows a decrease in our assets for 2020 so far as £30,000. This deficit has been reduced by gifts and donations and is largely in line with the prediction in May.

2. **Common Mission Fund.** The amount of the CMF had been reduced by the Diocese due to the damaging effects of Covid-19 but subsequently we have been asked if we could match our contribution this year with that of last year. This would mean paying an additional £11,166.21 to the reduced amount. *The PCC agreed to this.*

3. **Donate.** There is now a ‘Donate’ page on the website which enable donations to be made to St Thomas’ Church by means of give.net. This is to encourage one-off donations which we might not otherwise receive.

4. **HSBC counter closure.** The church will not be able to deposit coins at the HSBC in Lymington in future, but it is possible to deposit coins into HSBC Treasurer’s account at the Post Office with an HSBC Deposit card. The Finance Committee therefore asked for PCC approval to obtain and use HSBC Deposit Cards to be held by Gill Maunder, Judith Martin, Maureen Harris, Nigel Mussett and Andy Payne. *The PCC agreed.*

	5. AP said that he would soon be writing the next finance letter to church members to explain the current financial situation.
9	<p><b>Health and Safety:</b> Malcolm Ward gave his report.</p> <p>The management of Health and Safety during the last six months has been very varied. During the initial Covid 19 lock-down with very limited access to the closed church and church hall, in a practical sense, very little happened. However, during this time there was much gathering of appropriate and relevant information about Covid restrictions and social distancing, with advice from the Church of England following closely the instructions from government.</p> <p>With the re-opening of churches for worship, H&amp;S in consultation with the members of the 'PCC re-opening sub-committee' and the vicar, worked through:</p> <ul style="list-style-type: none"> <li>• Control of entry, including sanitising on entry and exit.</li> <li>• Making the seating layout compatible with social distancing</li> <li>• How many congregants could we have in church at any one time?</li> <li>• Cleaning and sanitising, and many other related H&amp;S issues</li> </ul> <p>Initially, St Thomas' reopened for private worship only. Floor signage was used to guide visitors and worshippers' route through the church and to limit access to restricted areas. Seating was at first restricted to approximately 25-30 people.</p> <p>When it was agreed to restart worship, seat spacing was initially the predominant concern. With careful measuring we were able to increase numbers and we had more than enough seats for the first few 8:00 am services.</p> <p>When considering reopening for Choral Communion and Life and Soul services it was clear that more seating would be necessary. This requirement coincided with the planning for the Solent Music Festival, which also hoped to be able to entertain greater numbers than we had originally planned for. Careful use of seat spacing, mostly in pairs, and permitting limited use of the gallery, now gives us seating for approximately 60.</p> <p>Concern was raised by a member about an elderly homeless man who had come back to spend time in the church during the Covid crisis. Although everyone expressed sympathy towards the homeless, it was agreed that we couldn't take the risk of them being in the church and that therefore they should be discouraged. BB agreed to contact the local authority to see if he could get additional help.</p>
10	<p><b>Diary dates</b></p> <p>MH confirmed that she would forward the PCC meeting dates for 2021. The meetings would be held on the fourth Thursday of alternate months.</p>
11	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• There was a request from Sarah Salisbury to participate in Taketime Meditation Sessions on behalf of the Church. The PCC agreed supported her in this venture and agreed to pay the course fee of £30.</li> <li>• The Vicar asked the PCC to approve the nomination of Karen Brett as a Foundation Governor of the Infants School. <i>This was approved unanimously.</i></li> </ul>
12	<p><b>Date of next meeting:</b> November 26<sup>th</sup> at 7:30 pm</p>