



## LYMINGTON PAROCHIAL CHURCH COUNCIL

### Minutes of the meeting held on Thursday November 26<sup>th</sup> 2020 at 7:30pm remotely via Zoom

---

Present: Bronwen Bridges, David Bridges (Churchwarden), Barbara Clapper, Brian Cox, Bill Gulland, Mary Hill (Sec.), Daphne Johnson, Andrew Payne, Sylvia Pepin, Peter Salisbury (Vicar), Ray Shepherd, Michael Standage, Celia Swan, Malcolm Ward, David Wansey, Observer: Jonathan Cook

**Welcome and prayer:** The Vicar welcomed everyone and opened the evening with prayer.

- a. Apologies for absence: Malcolm Haigh and Maureen Harris.
- b. AOB. There were no proposals for AOB.
- c. The minutes of the last meeting on September 24<sup>th</sup> 2020 were approved.
- d. There were no matters arising.

**1 PCC Matters.**

- a. The Vicar welcomed the new members to the PCC: David Wansey, Brian Cox and Bronwen Bridges as PCC members and Daphne Johnson, Sylvia Pepin and Celia Swan as Deanery Synod representatives.
- b. Election of officers: The following elections were confirmed:  
Lay Vice-Chair: David Bridges.  
Secretary: Mary Hill.  
Assistant Churchwardens: Bill Gulland and Daphne Johnston.  
Standing Committee: This consists of the Vicar, the two Churchwardens and two members of the PCC, Andrew Payne and Michael Standage .
- c. Andrew Payne was nominated as a co-opted member of the PCC as Treasurer. This was agreed .
- d. The following Key Leadership and Coordination Roles in the Parish were confirmed:

|   |   |
|---|---|
| Leadership & co-ordination                | The Revd Canon Peter Salisbury  |
| Worship Services                          | The Revd Canon Peter Salisbury  |
| Buildings, Land & Equipment               | Bill Gulland, Jeremy Vines, Michael Standage  |
| Communications                            | Daphne Johnston   |
| Community Action                          | David Fenton & Sylvia Pepin   |
| Discipleship & Learning                   | Linda Lee   |
| Fellowship & Mutual Support               | Sarah Bunce & Pauline Lightbody   |
| Finance                                   | Andrew Payne  |
| Prayer                                    | Sarah Salisbury   |
| Foundation Governors at the Infant School | Tim Smit, Jane Stroud, James Beer, Mary Hill, Karen Brett, Peter Salisbury (ex-officio) |

|   |  |  |
|---|--|--|
| 2 | <p><b>Chairman's Report</b></p> <p><b>a. Church Update.</b> The Vicar was delighted to report that, as we would be in Tier 2 from December 2nd, we would be allowed back in the church for worship. The first service would be on Wednesday December 2<sup>nd</sup> at 11am. The 11am Sunday services would continue with the schedule of Choral Communion on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays and Life and Soul on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays. Concern was expressed about members of the congregation clustering around the door at the end of services and so it was decided that the sidespeople would be asked to organise people leaving the church one row at a time.</p> <p><b>b. pMap Update.</b> The Vicar referred to the Summary of the pMap Action Plan that Rosie Ward had prepared and reviewed the progress of each of the objectives.</p> <p><i>Reflecting the local community.</i> The uptake for the film nights and events for families and young children at the beginning of the year had been limited but, in line with other changes in the church since the beginning of Covid-19, the Children and Young People's Team had 'gone online' posting activities and videos. The Vicar has also recorded all of his weekly Collective Worship sessions at the Infants School.</p> <p><i>Telling the Christian Story through our land and buildings.</i> Rosie Ward has taken the lead on this section and has set up a Churchyard Team of largely non churchgoers to work on improving the state of the churchyard. There is also a team, led by Nigel Musset, mapping the gravestones and working on their history. This follows on from work already done by Ray Shepherd.</p> <p><i>Helping people discover their gifts and vocations.</i> There had been plans to hold a series of sermons on this topic, but this had been curtailed by the lockdown.</p> <p>In conclusion, the Vicar was keen to emphasise that progress had been made on all three objectives and that he hoped that this would continue in the new year.</p> <p><b>c. HeartEdge.</b> The Vicar suggested that we might consider joining this network of churches, started by St Martin-in-the-Fields, which shares ways in which churches can connect with their community. Membership would involve giving a donation to the organisation and also providing a 300-word document on our existing community involvement. Although there was support for the HeartEdge idea among members, several felt that during the current pandemic, it was not the time to join another network and so it was agreed to re-visit the idea at a later date.</p> <p><b>d. Deanery Synod.</b> There had been a request at the latest Deanery Synod meeting to set up a Finance Team for the Synod. Celia Swan offered to go to the initial meeting to help establish the team and then would report back to the PCC. This was agreed.</p> |  |
| 3 | <p><b>Buildings and Land</b></p> <p>Jonathan Cook had previously circulated his progress report and updated the PCC with recent progress.</p> <ul style="list-style-type: none"> <li>• Tops had approved the leases that had been circulated and they are now waiting for them to be signed. Once this happens, it is hoped that the scheme will come into effect on 1<sup>st</sup> January 2021.</li> <li>• Since All Saints church will be declared closed for public worship when the scheme comes into effect, we are waiting for guidance on how to open for private worship after this date.</li> <li>• The application for the acoustic fence has been submitted under the Vicar's name. PCC members are asked to go to the NFDC website to support its approval.</li> <li>• The scale of building works to be undertaken is enormous and costly in time, money and effort and so the PCC was asked to approve a delay to the construction of the new access to the private garden and to revisit the project in a year's time. This was agreed.</li> </ul>   |  |

|   |   |    |
|---|---|----|
| 4 | <p><b>Fabric Committee</b><br/>Malcolm Ward said that the Fabric Committee needed to be formally constituted and had sent round its Terms of Reference. There were no additional questions and the document was approved unanimously.</p>   |    |
| 5 | <p><b>Finance Report</b><br/>Andrew Payne presented the finance report in which he noted that, to date, the church had experienced a decrease in its current assets of £36,000, in spite of the contribution of £16,000 in legacies and donations. He indicated that there were large capital expenses on the horizon, namely the installation of a new heating system at All Saints (estimate: £75,000 -£100,000), maintenance and repair work to roofs, parapets, wall etc at St Thomas church (estimate £150,000) and the pollarding of trees in St Thomas' Churchyard (£11,223). He therefore asked the PCC to approve these major projects but to agree not to carry out any cosmetic or non-urgent work until the costing of the major projects was more certain. The PCC approved this request.</p> <p><i>Budget 2021</i> : Since the actual deficit up to September 30<sup>th</sup> 2020 was £22,625 compared to the budgeted deficit of £1,809, AP said that the Finance Committee has agreed to budget for an 'abnormal' budget for the first 6 months of 2021 and a 'normal' budget for the last 6 month. He would give the budget at the next PCC meeting in January.</p> <p><i>2021 Pay</i>: AP recommended a pay increase of 2.0% for 2021 for the Church Secretary, the Organist, the Verger and the Accountant. This is midway between the RPI at beginning of the year and in September.</p> <p><i>Traidcraft</i>: Brian Cox has taken charge of the Traidcraft shops finances which will be run through the HSBC PCC Treasurer's account. PCC Members had received the Traidcraft Report from Maureen Harris describing these changes.</p> <p><i>Christmas Services</i>: After discussion, it was agreed to split the Christmas Collections between St Thomas Church and Oakhaven Hospice. It was also agreed that we should investigate additional ways of collecting donations (via Smartphone, online etc).</p> <p>AP then asked for the following resolutions to be passed by the PCC:</p> <ol style="list-style-type: none"> <li>1. Expenditure of up to £12,000 for tree pollarding and associated work in the churchyard.</li> <li>2. The closure of the CBF account <i>All Saints Woodside/Hole/Endowment FD141001092S</i> by transferring all shares into our <i>CBF account Lymington PCCCBF Investment Fund 013751001S</i>.</li> <li>3. The closure of our CBF deposit account <i>St Thomas Church hall, Lymington 775497001D</i> by transferring the funds into our CBF deposit account <i>Lymington, St Thomas PCC 641070003D</i>.</li> <li>4. A pay increase of 2.0% from the start of January 2021 (as explained above).</li> </ol> <p>These were all agreed by the PCC.</p> |    |
| 6 | <p><b>Health and Safety</b><br/>There was no current H and S report as the church has been closed. Malcolm Ward said that next year will be the 2<sup>nd</sup> Anniversary of the H and S Document and it will be reviewed then.</p> <p>Bronwen Bridges asked how the risk of aerosol transmission of virus by the choir singing in the gallery had been reflected in the risk assessment. It was agreed that MW would to talk to Mo Penrose about the safe distribution of the choir members in the gallery.</p>   | MW |
| 7 | <p><b>AOB</b> There was no AOB.</p>   |    |
|   | <p>Date of the next meeting. January 28<sup>th</sup>2021 at 7:30pm.</p>   |    |
|   | <p>The Vicar closed the meeting with prayer at 9:45pm.</p>  |    |