

# Parish of Sutton with Seaford Parochial Church Council

## Minutes of the PCC meeting held on Wednesday 13<sup>th</sup> September at 7.30pm in St Leonard's Church

**Present:** Rev'd James Hollingsworth (JH), Rev'd Lucy Hollingsworth (LHo), Liz Morgan-Jones (LMJ), Anna Grimble (AG), Bob Carrington (BC), Stephanie Baker (SBa), Julia Lawson (JLaw), Lizzie Jackson (LJ), Michael Holmes (MH), Kim Cuthbert (KC), Paul Waller (PW), Janet Kent (JK), Lucy Borthwick (LB), Sue Topp (STo), Carole Kay (CK).

1. **Welcome & Introductions:** JH welcomed all to the meeting.
2. **Prayer:** The meeting opened with a reading from Jeremiah chapter 1, hymn 321 (Lead us Heavenly Father, lead us) and prayer.
3. **Apologies for Absence** – Rev'd Derreck Lee Philpot (DLP), Stefan Bracher (SBr), Fred Bass (FB), Bridget Anderson (BA), Joanne Lalla (JLal), Nicola Ferguson (NF), Sally Thompson (STh).
4. **Our Parish – Key Issues:**
  - a. **St Leonard's Hall sale:** No change since the last meeting, verbal agreement received but no written confirmation.
  - b. **Building project:** Andrew Goodwin, architect has sent more detailed drawings. After meeting with JH and FB these will be sent to bodies such as The Victorian Society, Society for Protection of Ancient Buildings, English Heritage and The Church Buildings Council. The choir vestry wall is not old enough to require inspection by an archaeologist as had been thought.
  - c. **Children and Youth Team:** SBr had sent a comprehensive report which was circulated ahead of the meeting. KB added further comments
    - i. **Family Camp, August Bank Holiday 2024:** An event for the whole Church to join in either by camping or visiting.
    - ii. **Regular groups:** All groups back after the summer break. Numbers at Sparks and Ignite are high. Numbers at Tots are down, possibly due to a number of children starting school.
    - iii. **Holiday Club:** There is a quiz night to raise funds on September 23<sup>rd</sup> and a raffle, prizes and ticket purchasing needed. There are 71 children registered for holiday club which is over capacity but as not all children attend every day registration is still open. Helpers are needed. There is a link to volunteer on the web site but if it doesn't work KC can be contacted on SBr's email while he is on paternity leave. PCC recorded thanks to KC for deputising during SBr's absence.
5. **Approval of minutes:** The minutes of PCC meeting on 12<sup>th</sup> July and the result of an email vote regarding repairs and redecoration at 2 Benenden Close were agreed to be accurate records.
6. **Matters Arising:** None
7. **Statutory Items:**
  - a. **Safeguarding:** Report circulated ahead of the meeting. There will be face to face training sessions on Saturday 14<sup>th</sup> October, 10.00 – 12.30 at St Leonards and Sunday 15<sup>th</sup>, 11-1.30 at St Luke's.
  - b. **Health and Safety:** Report circulated ahead of the meeting.

- c. **Finance:** A report summarising the financial situation was handed out and is appended to these minutes. PW highlighted the following points.
  - i. The deficit is £27,011.
  - ii. PGS income has increased.
  - iii. The photocopier needs to be replaced, if we keep the current layout and folding of leaflets and news sheets there is only one model available. New styles may have to be considered.
  - iv. There is a new tenant at 2 Benenden Close and rental income has increased by £200 a month to £1550 from £1350. Due to the repairs needed the previous tenant was charged one third of their deposit. In future more regular checks will be made each year.
  - v. Both fuel costs have risen by approximately £1k since last year.
  - vi. Charges to Fitzgerald Trust for administration will be increased shortly.
  - vii. All salaries are now managed by Shoreline Accountants who are very efficient.
  - viii. PCC recorded thanks to PW

**8. Fabric:** Report circulated ahead of the meeting.

- a. **St Luke's:** The stage floor has been renovated and is now safe to use but does need to be varnished with appropriate non slip varnish. TreeFella have been asked to trim the hedges.
- b. **St Leonard's:** Charles Painter has fixed a handrail by the steps to the toilet. PCC recorded thanks. When the lights in the nave and chancel are fixed (see report) MH will turn his attention to the repairs needed to windows.
- c. **2 Beneden Close:** MH will inspect the property at regular intervals and ensure this is written into the rental agreement.

PCC recorded thanks to MH for his continued work on fabric

**9. Reports**

- a. **Mission Support:** Report circulated ahead of the meeting.
- b. **Pastoral Care:** Report from Brian Millar circulated ahead of the meeting.
- c. **Deanery Synod:** The next meeting is Monday 18<sup>th</sup> September concentrating on treasurers.

**10. Vicar's Sabbatical:** JH's blog is available via the parish website. DLP applied for a sabbatical from mid July to mid October 2024. Bishop Martin has given his consent, though a grant will not be available for him.

**11. Future Events:**

- a. **Holiday Club Monday 23 – 27 October:** Planning well under way, volunteers desperately needed.
- b. **PCC Meetings:** November 15<sup>th</sup>, January 10<sup>th</sup>, March 13<sup>th</sup>
- c. **Standing Committee:** October 11<sup>th</sup>, December 13<sup>th</sup>, February 14<sup>th</sup>

**12. AOB:**

- a. **St Luke's Piano:** The piano is not secure on the trolley and was found hanging over the edge. People using or moving it need to be made aware that it is not fixed to the trolley.
- b. **St Luke's Cleaning:** There is still a problem with soap and washing up liquid being diluted.

- c. **Prue McLean Bequest:** A relative has asked what the money is being used for. There are plans for new fencing, a shed and re-modelling of the garden at St Luke's. Also SBr is planning storage cupboards in the room under the stage.
- d. **The Meeting Place:** This will restart on October 15<sup>th</sup> and every first and third Sunday in the Holy Spirit Chapel at St Leonard's at 11.30am with a different format that will include prayer ministry.
- e. **Carole Darling:** will join the parish as a self-supporting minister (SSM) in June 2024 after she is ordained Deacon. She will continue to live in Lewes and work in the parish 2 weekdays and Sundays. The only cost to the parish will be working expenses.

**13. Date of Next Meeting:** Wednesday 15<sup>th</sup> November 2023 at St Leonard's