

Parish of Sutton with Seaford Parochial Church Council

Minutes of the PCC meeting held on Wednesday 15th November at 7.30pm in St Leonard's Church

Present: Rev'd James Hollingsworth (JH), Rev'd Derreck Lee Philpot (DLP), Rev'd Lucy Hollingsworth (LHo), Liz Morgan-Jones (LMJ), Fred Bass (FB), Stefan Bracher (SBr), Anna Grimble (AG), Bob Carrington (BC), Stephanie Baker (SBa), Julia Lawson (JLaw), Michael Holmes (MH), Kim Cuthbert (KC), Paul Waller (PW), Janet Kent (JK), Lucy Borthwick (LB), Joanne Lalla (JLal), Carole Kay (CK).

1. **Welcome & Introductions:** JH welcomed all to the meeting.
2. **Prayer:** The meeting opened with a reading of Psalm 23, hymn, Be Still for the Presence of the Lord, and prayer.
3. **Apologies for Absence –** Lizzie Jackson (LJ), Bridget Anderson (BA), Nicola Ferguson (NF), Sally Thompson (STh).
4. **Our Parish – Key Issues:**
 - a. **St Leonard's Hall sale:** FB met with the architect this afternoon. The planning officer has reassigned the case to two other officers and a decision has been promised within 2 weeks from 13th November. Our application fee has already been refunded due to the delays.
 - b. **Building Project:** The architect is progressing the statement of need. Organisations such as the Victorian Society and SPAG will be asked to consider removing the dais in order to keep our options open.
 - c. **CYFM:** Report circulated ahead of the meeting.
Holiday Club was a great success with 80 – 90 children attending across the week, there were 39 volunteers with a strong core group. A lot of the children attending have not been to other groups before. A PCC meeting early next year will focus on work with young people, SBr's work load, how to support him, enable him to attend some services without working and possibly fund an assistant. There is also a need for more faith based groups for the children to progress to rather than just social groups. PW asked SBr to draft a proposal laying out requirements and costs to build a youth 'department'.
PCC recorded thanks to KC for deputising during SBr's paternity leave.
5. **Approval of minutes:** The minutes of PCC meeting on 13th September were agreed to be an accurate record.
6. **Matters Arising:** Covered under other agenda items
7. **Statutory Items:**
 - a. **Safeguarding:** Report circulated ahead of the meeting. LB raised the issue of safeguarding changes in Sussex during the next year and whether all Pastoral Care Team members visiting care homes should be DBS checked. To be discussed with Ruth Saunders, Safeguarding Officer.
 - b. **Health and Safety:** Report circulated ahead of the meeting.
 - i. **First Aiders:** Members were asked to sign the list of current first aiders if they hold a current certificate.
 - ii. Cleanliness at St Luke's: **Proposal: Standing Committee be delegated to investigate, and implement a deep clean and replenishment of cleaning equipment and supplies at St Luke's. Proposed by Rev James Hollingsworth, seconded by Lucy Borthwick, unanimous.**

- c. **Finance:** Report circulated ahead of the meeting plus another handed out. Legacies received stand at £172,636 (a further £125k received from Pru McLean's estate) bring investments to £250k earning £1k interest per month. This means we will end the year with a surplus and in a better situation than for a long time. Spending needs to be planned eg properly funding youth work, cleaning etc. A decision is needed on our Parish Share payment. Diocese has asked for a 3.1% increase. PW suggested a 5% increase for one year. **Proposal: The parish should pay £138,000 parish share in 2024.** Proposed by Paul Waller, seconded by Michael Holmes, **unanimous.**

There are 97 PGS donors at present.

8. **Fabric:** Report circulated ahead of the meeting. MH suggested that a fabric team be formed as he needs support due to family matters at present, he is willing to lead this team. Someone available to meet contractors and workmen on site is particularly needed. The format of future fabric reports will focus on planning more than only reporting work completed. PCC recorded thanks to MH for his dedicated work.

9. Reports

- a. **Mission Support:** Report circulated ahead of the meeting.
- i. **Distribution of mission funds:** The committee recommend that the funds earmarked for mission be distributed 50% to parish youth work and the remaining 50% shared between our mission partners.
 - ii. **Link to Hope:** 54 shoe boxes (35 family and 19 elderly) were donated by the parish along with many knitted blankets and teddies.
- b. **Deanery Synod:** The autumn treasurers' meeting was held on 19th September when a projected £1 million diocesan deficit was reported. There was a meeting about schools on 5th October and there will be a General Synod update on 17th November.

10. Future Events:

- a. **PCC Meetings:** Monday January 22nd at St Luke's, Wednesday March 13th at St Leonard's.
- b. **Standing Committee:** Monday December 11th, Wednesday February 14th

11. AOB:

- a. A swift box has been offered to St Leonard's Church, FB and JH will discuss with the donor the practicalities, need for a faculty and whether the vicarage is a better location.
- b. The landlord at The Wellington will donate profit from its bingo evenings for 4 weeks in November/December towards youth work in the parish.
- c. Post codes: Following at least 2 people arriving at St Luke's rather than St Leonard's for a funeral recently the web site and publicity materials need to clearly show both addresses and post codes.
- d. Fortnightly news sheet: there have been some recent errors. The sheet is proof read by several people which should address this.
- e. The choir at St Leonard's have only been offered the large chalice at communion lately. A trial of offering both large and small chalices to be trialled.

12. Actions arising from the meeting:

This is a draft of the PCC minutes, they will be approved at PCC in January when corrections may be made

- a. Swift box: FB/JH to discuss with donor
- b. MH/JH Fabric team to be formed
- c. St Luke's cleaning: Standing Committee to investigate and implement better cleaning.
- d. Youth Department: SBr to lay out requirements and costs.
- e. Web site addresses: SBa to liaise with Malcolm Anderson

13. Date of Next Meeting: Monday 22nd January 2023 at St Luke's

Draft