



PARISH OF IFIELD MINUTES OF THE PCC MEETING

Held on Wednesday 19th June 2024 at St. Margaret's Church

Present:

Clergy: Revd. Christine Spencer, Chair of the meeting,

Laity: Mrs. J. Bell, Mrs. K. Davis-Gray, Mr. A. Ironside, Mr. M. Hull, Mr. J. May, Miss V. Nicholls, Mrs. M. Pedlow, Mr. R. Pudney, Mrs. R. Strutt, Mr. T. Strutt, Mrs. S. Ward, Mrs C. Wilson (Secretary), Mrs. H. Woolsey

1. **The meeting opened with prayer** led by Revd Christine Spencer.
2. **Welcome and introductions** Revd. Spencer welcomed everyone to the meeting. James May, Treasurer, was introduced to the new members of the PCC.
3. **Apologies received prior to the meeting –**
Clergy: Revd. D. Desouza-Campbell, Curate
Laity: Mr. C. Bell, Mr. K. Lawler, Mrs. L. Plunkett, Ms. J. Silk, Mrs. N. Wood,
4. **Approval of the minutes of the PCC meetings:**
13th March 2024 – with all in favour, the minutes were approved and signed.
17th April 2024 – with all those who had attended the meeting in favour, the minutes were approved and signed.
5. **Matters arising from the PCC meeting:**
13th March 2024 -
 - i. 5iv) Quote for the screen – not available currently, but it is being looked at on 8th July 2024.
 - ii. 10) Quotes for work on north aisle roof – following the quinquennial inspection, additional roof repairs are required on the tower wall as well as netting to keep birds out of the tower. The previous quote from C J Roofing did not include the additional work now needed. The one quote we have currently is for £12900. Once an additional quote is received, a PCC email vote will take place to progress this.
Action: Kevin Lawler

17th April 2024

- i. Due process regarding PCC Trustee – following the APCM on 17th April 2024, it transpired that Nicola Wood had not been asked to complete a new nomination form, having been coopted, for her knowledge and school contacts, to the PCC at the APCM in 2023 as she was not on the electoral roll at that time. PCC trustees have to be nominated at the APCM. Being coopted does not then mean that a person will then become a full PCC trustee. Naomi Gater had previously nominated Nicky, but was not on the electoral roll at the time of this year's APCM. Revd. Christine had sought advice on this. Nicky Wood has been contacted prior to this evening's meeting to be asked if she would like to be on the PCC, but has advised that she will step down for one year. A new nomination form will be completed prior to the next APCM.

22nd April 2024

A lay member's PCC meeting had been held with Revd. Canon Rob Dillingham. There were no minutes, but a Clergy Wellbeing covenant had been circulated following the meeting. Revd. Christine thanked all those who had attended the meeting. She expressed her sadness that Revd Rob Dillingham had mentioned to her that some PCC members had apparently emailed him after the meeting to highlight that they felt that she would not comply with the **recommendations**, particularly regarding time off i.e. Fridays. Rob Pudney asked whether there were any actions arising from the meeting. Revd. Christine said that there were no actions that

she was aware of.

6. Finance

- i. James May, Treasurer, had provided a Finance report for month ending May 2024
- ii. Discussion re parish finances - James explained that he had recently attended a meeting with the Archdeacon, as Ifield Parish has not met full parish share since the year that we split with St. Alban's. We are currently paying 25% of parish share. James explained that we had been in a good position, but a lot of money was spent on the extension project, which has now been lost. During our interregnum, our Curate was suspended, and no information was provided to the PCC regarding this, so we lost our way during this time. We were given a grant for a Youth Worker, but the grant funding ended, and we had to fund the post. The parish keeps very little from wedding and funerals, unless a collection can be taken during the service. We have recently lost a large regular donation of £3.5K per year, which is a large amount of the £20K that we are currently paying to the Diocese. Income was reduced during Covid as rent concessions were given to our tenants. However, Covid does not explain reduced income over the last two years. James has asked the Archdeacon what other churches have done in similar circumstances. The parish has not reached out for help. We need to grow our congregation and the money will follow. However, we will need to quadruple giving to bridge the gap. The biggest cost to the Parish is staff wages for the Organist and Parish Administrator who works 20 hours per week. Our charitable giving to CAP may need to be reviewed. The roof quote is likely to wipe out the buildings fund. The 200 Club raises funds for the buildings, but this is £100 per month, however, very few from the local community have joined this. We do not own the church buildings, but we pay the insurance for them. Rita Strutt asked whether grants might be considered for the work on the church, and suggested that it might be worth contacting English Heritage.

Action: The Church Wardens will look into this.

However, this does not solve parish share. PGS is managed by Michael Shultz. There are around 40 givers on PGS, but regular giving has halved over the last five years. If we are to put strategies in place, admin support will be needed. Yellow envelopes should be put out during services and the Verger will be asked to do this for weddings. Andy Ironside is looking into a new Goodplate, as the current one is not always reliable. We previously issued cards to those on PGS so that all were able to contribute actively to the collection place, and reintroducing these might be helpful. Sarah Ward explained that Little Dragons give donations towards refreshments. Youth Club is run for the benefit of the community and perhaps a grant could be sought for this. Mary Pedlow explained that she is involved with Crawley Community Action and will seek some advice from them. Rob Pudney said we need more people through the church door, transformed by the love of Jesus and filled with the Holy Spirit, and then we encourage them to give. Fundraising is key, but we do not have the people in place to support this. An away morning is needed to look at mission and fundraising. Revd. Christine advised that she has been looking at what PCC **subcommittees** may be required. A fundraiser is needed for the roof. A narrative is needed from the Diocese as to what they propose, and we can then pull our plans together. Rob Pudney stated we need to spend more quality time looking at the details, such a GITF, and we need a vision or a strategy. The 2024 May Fayre was a washout and no profits have been raised. This is about survival now as we have lost momentum. The way forward is a Fundraising Committee. We need to show that we have a recovery plan in place.

The congregation need to be made aware of the finance situation. Revd. Christine had asked James to write for Buzz to highlight to all that we are struggling. The accounts for 2023 have not yet been submitted to the Charity Commission, but have been available to view in church. Additional copies of the accounts will be printed for the congregation to view. James advised that he is happy to take any questions

Action: Fundraising meeting to be arranged.

7. Worship Matters

- i. Focus Group update – Fr. Dominic had sent his apologies for the PCC meeting as he is attending a training session with the Bishop. There is no update currently. Service timetable was revised from 1st June 2024 for a trial of six months.

- ii. Patronal festival 21/7/2024 – There will be a BBQ to follow the service, with games organised for the children. This has been costed at £3 per head for all, with a head count of 48. A team is needed to organise this. Jill Bell will organise the tickets. Jill Bell will see whether Lindsey Plunkett might be able to coordinate contributions of salads and puddings, tableware and cutlery. Trevor Strutt is happy to help with tents. All offers of help would be welcomed.

8. Deanery and Diocesan Matters

Rob Pudney advised that the Deanery are due to meet next week. Nominations for Diocesan Synod have closed today. A Diocesan Synod took place in Horsham a few weeks ago, but there was little discussed. A family camp is being arranged. There are other deaneries in deficit across the diocese.

9. Buildings matters

Martin Hull had provided a report prior to the meeting. A working party is being arranged for Lychgate Cottage and the churchyard on 20th July 2024.

10. Children and Youth work – Revd. Christine Spencer

There was no written report, but Revd. Christine advised that notices have gone out regarding the holiday club. These have gone to the youth group and to St. Margaret's School. Next week, these will go to Mill Primary and Our Lady Queen of Heaven, however, we are slightly low on volunteers. The holiday club will take place and we have enough support to accommodate 50 children.

11. Safeguarding

- i. Safeguarding report – Revd. Christine reported that there were no safeguarding issues to report.
- ii. Revd. Christine has asked Heather Woolsey to become the Parish Safeguarding Adviser, supported by Andy Ironside in the DBS Lead Recruiter role. A job description has been provided for Heather. The PCC approved this appointment. Revised Safeguarding notices had been signed and will be put on display. The Diocesan Safeguarding team will be made aware of this appointment.

Action: PCC Secretary

12. Mission Update:

Jill Bell had provided a report prior to the meeting. There were no questions raised.

13. Health and Safety

- i. There were no concerns raised.
- ii. First Aider – the Parish cannot fund the training currently. Trevor Strutt advised that he is in date with training. Heather Woolsey is also available if needed.

14. Insurance Matters -

The following were considered:

- Men's Fellowship BBQ at Lychgate Cottage on 27th June 2024
- Churchyard working party on 20th July 2024
- BBQ at the Patronal Festival on 21st July 2024.

These three items were approved for PCC insurance subject to appropriate risk assessments.

The JYC BBQ on 5th July and the Children's Holiday Club have previously been agreed for cover

15. Correspondence

- i. An email from Tony Eden has been replied to by Fr. Dominic on behalf of the Focus Group.
- ii. An email has been received from the Diocese regarding the 950th anniversary of Christian mission in the Diocese with a This is Our Faith questionnaire embedded. The congregation will be made aware of this. The questionnaire will be forwarded to PCC members.

Action: PCC Secretary

iii. Revd. Christine advised that she had been contacted regarding a second Open House fundraising concert being held in the church during November. Heating will be needed during the concert and during rehearsal time. It was agreed that the PCC were happy for this to take place, but that a donation from the organisers towards the cost of heating the church would be appreciated. Revd. Spencer will feed this back, and also suggest that future events might be arranged during summer months.

16. Any Other Business:

- a) Developing links with Ifield Gurdwara – Church members had recently attended a luncheon at the Gurdwara with other members of the community, including local councillors and other charities. We have been invited to develop further links and access to their sports facilities. Revd. Christine advised that it would be good to develop interfaith connections, once we have agreed our own plans going forward. Kevin Lawlor is keen to develop social ideas for the congregation as part of these future plans.

17. Review of meeting

It was agreed that the PCC code of conduct had been met.

- 18. Close of meeting** There being no other business, Revd. Spencer thanked all for attending. The meeting ended with The Grace at 09:25 p.m.

Signed..... *Revd Christine Spencer* Date..... *19/09/24*
Chairperson of the meeting

Dates of future Ifield PCC meetings during 2024:
All at 7.30pm at St. Margaret's Church:-

Wednesday 18th September 2024 – Prepare for Budget 2025

Wednesday 13th November 2024 – Approve budget for 2025 and agree Parish fees for 2025