



PARISH OF IFIELD MINUTES OF THE PCC MEETING

Held on Wednesday 13th November 2024 at St. Margaret's Church

Present:

Clergy: Revd. Christine Spencer, Chair of the meeting

Laity: Mr. C. Bell, Mrs. J. Bell, Mrs. K. Davis-Gray, Mr. M. Hull, Mr. A. Ironside, Mr. K Lawler, Miss V. Nicholls, Mrs. M. Pedlow, Mrs. L. Plunkett, Mr. R. Pudney, Mrs. R. 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. The resignation of Justin Welby, Archbishop of Canterbury was acknowledged and Revd. Spencer read a Diocesan statement prepared by Bishop Martin explaining the background.
3. **Apologies received prior to the meeting –**
Clergy: Revd. D. Desouza-Campbell, Curate
Laity: Mr. J. May (Treasurer), Ms. J. Silk, Mr. T. Strutt
4. **Approval of the minutes of the PCC meetings:**
18th September 2024 The minutes were approved by those who had been present. Part of the meeting had been held in camera and two sets of minutes had been prepared, one detailing the full discussion. Both copies were signed.
20th October 2024 – The minutes were approved. These were signed by Andy Ironside, Church Warden, who had chaired the meeting.
5. **Matters arising from the PCC meeting 18th September 2024:**
 - i. 16. Correspondence – the Open House fundraiser concert planned for 2nd November in St. Margaret's Church had to be postponed, but they hope to reschedule. There were no other matters arising that had not been included on the agenda.
6. **Matters arising from the extra PCC meeting 20th October 2024**
 - i. 4. PCC committees – Revd. Spencer advised that others had a chance to sign up to the committees at the Vision Morning on 9th November 2024, and the lists will be available in church for others to sign up too. Once the committees have been finalised, the groups will need to meet up. Rob Pudney asked whether terms of reference were available for the committees.
Action: Revd. Spencer will look into this.
7. **Finance**
 - Finance report - James May, Treasurer, had provided a Finance report for month ending September 2024. James had sent apologies to the meeting, but had invited questions in advance. No further questions were raised at the meeting.
 - Budget for 2025 – James May had provided the budget (including the increased parish share pledge of £43225) and had provided an opportunity for questions to be raised. Kevin Lawler advised that the salary deduction for the redundancies is now known. The Organist will be paid £1107 on 29th December 2024. The Parish Administrator has left today, having taken remaining annual leave. She will receive £2290 initially and an additional £3549.50. Chris Bell noted that the 2% increase in rental income seemed very small, particularly at Langley Green. A rental valuation is being sought and Revd. Spencer is checking with the Diocese to see if there are similar buildings being rented, for comparison. The current tenants are undertaking repairs on the buildings. Revd. Spencer advised that there is a garage in

Langley Green containing Ifield parish contents. If the rental is increased the upkeep and storage would need to be considered. The parish financial situation is not going to improve going forward unless planned giving increases.

In the absence of a Parish Administrator, administrative requests will now be received by Revd. Spencer. The redundancies will be announced in church from 17th November, and we would hope to invite Mave Eshun back to wish her farewell.

The budget proposed by James May, was seconded by Kevin Lawler. All were in favour of this being accepted. Revd. Spencer will ask James to make Jeremy Kaye, Deanery Synod Treasurer, aware of the pledge.

8. Worship Matters

- i. Advent and Christmas 2024 – a notice of the planned services has been prepared and is ready to be shared. This will also be shared electronically, and larger copies will be printed for display.
- ii. Christmas Service charity collections – Revd. Christine proposed that this year St. Margaret's Buildings fund will be the recipient, as there was no donation following the May Fair and there will be a shortfall in January if the grant is not received. After a lengthy discussion, with other charities being considered, it was proposed that St. Margaret's building fund receive the Christmas collections in full this year only. With one against and one abstention, this proposal was carried.

9. Actions arising from the Vision Morning 9th November 2024

Revd. Spencer gave thanks to Dominic Desouza-Campbell for leading this event.

- Two actions arising are Fundraising and the Prayer Group app, which Rita Strutt is looking into. The Ifield Christmas card will be advertised and will be available to purchase shortly. Rita Strutt advised that she will organise a raffle to win a Christmas hamper of donated prizes. Tickets £2 each. Approval was given for this. Kevin Lawler advised that he plans to walk 100 miles during advent with all money raised going to the building fund.
- MAP and Vision Statement – Revd. Spencer advised that the next PCC meeting on 27th January 2025 be used solely to discuss this further and that any business matters from that meeting be discussed at a short PCC meeting on 11th February 2025 to follow the meeting with the Archdeacon. Prior to the meeting on 27th January, Revd. Spencer will re-circulate the four 'mores'.

10. Deanery and Diocesan Matters

Rob Pudney had provided an update prior to the meeting. No questions were raised.

Chris Bell advised that he would be standing down from the Diocesan Synod at the meeting on 16th November.

11. Buildings matters

Martin Hull had provided an update prior to the meeting.

Kevin Lawler advised that he is still waiting to hear from the Diocese for permission to go ahead with the building works. Without this permission, we cannot proceed with the grant application. The next deadline is 17th December. This will be mentioned at the Diocesan Synod on 16th November. Kevin Lawler confirmed that the quote for the building works is still valid.

12. Safeguarding

Safeguarding report – Heather Woolsey had provided an update prior to the meeting. There are no safeguarding issues to report.

13. Mission Update:

Jill Bell and Rob Pudney had provided a report prior to the meeting. This had not included mention of the Easter team collections, but these are on-going. Thanks were given for all that the Mission Team do.

14. Health and Safety

There were no incidents to report.

15. Insurance Matters -

The following were considered:

- Parade collections for Easter team on 23rd November
- Mamma Mia sing-along in Church on 18th January 2025 at 4pm. Tickets will be available at £10 per adult and £5 for children. Dress up will be optional. Hot dogs, popcorn and wine will be served.

These events were approved for PCC insurance subject to appropriate risk assessments and safeguarding measures.

16. Correspondence

Details of two Diocesan environmental day conferences had been circulated prior to the meeting for anyone who would be interested to attend.

17. Any Other Business:

- a) New electoral roll to be prepared in 2025 – notices will be issued in early 2025, after epiphany, asking people to complete the forms. There is a form ready to download on the Parish website. The Diocese have provided a template form, but the Ifield Parish version has GDPR consent on the reverse, so we will use this version. **Action: Clare Wilson, Electoral Roll Officer**
- b) Revised date for PCC meeting 12th November 2025 – this has been brought forward from 24th November to allow time for budget preparation, including confirmation of parish share.
- c) Rob Pudney asked for continued prayers for Richard Poole, Rural Dean, as he has been very unwell.
- d) PCC Secretary gave apologies for the PCC meeting now planned for 11th February 2025. Rob Pudney kindly offered to take the notes.

18. Review of meeting

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

19. Close of meeting There being no other business, Revd. Spencer thanked all for attending. The meeting ended with The Grace at 8.30 p.m.

Signed..... *Revd. Andrew Spencer* Date..... *11/02/25*
Chairperson of the meeting

Dates of future Ifield PCC meetings during 2025:
Most at 7.30pm in St. Margaret's Church:-

Monday 27th January 2025 - Mission Action Plan and Parish Vision review. No other matters.
Extra meeting Archdeacon visitation to include meeting with the PCC at 7pm Tuesday 11th February 2025 followed by PCC meeting – Agree date for APCM. Confirm Parish fees for 2025
Wednesday 19th March 2025 - Approve accounts for 2024, Annual PCC Report 2025 and Child Protection / Safeguarding Vulnerable Adults Statement 2025.
APCM – April or May 2025 – date yet to be confirmed
Wednesday 18th June 2025
Wednesday 24th September 2025 - Prepare for Budget 2026
Wednesday 12th November 2025 - Approve budget for 2026