

**ALL SAINTS CHURCH, HARTFORD.**

**MINUTES**

**OF THE PCC MEETING HELD ON MONDAY 15<sup>TH</sup> JANUARY 2024**

**IN THE CHURCH ROOM AT 7PM.**

Present: Revd. Geoff Boucher, Revd. Sam Perez, Revd. Clifford Owen, Sue Craven, Paul Fearon, Tony Humes, Colin Jones, Carol King, Peter King, Derek Colbert, Pam Clark, Elaine Levitt, Helen Dowzall, Lesley Grant, Pam Fearon.

Apologies for absence. Mary Adlam, Amanda Smith.

The Meeting opened with prayers.

1. **The Minutes of the PCC Meeting held on 13<sup>th</sup> November, 2023** were approved with the amendment of adding Colin Jones name to the list of those arranging the skills audit. Helen Dowzall informed the meeting that she has also joined the group.
2. **Matters Arising:** It had been agreed at a previous meeting that we would display a board showing the photograph's of the PCC Members and the Offices they hold. Colin Jones was asked if he would take on the arrangement of this to which he agreed. Pat and Haleema have agreed to take the photos. It was decided that this would not happen until after the A.P.C.M. in April.
3. **Correspondence:** The secretary reported that she had received an email from Bishop Dagmar's office regarding the Etheldreda Medal Award. Also a letter from Ian Mackellar which would be discussed later in the meeting. The Treasurer reported that he had received Thank You emails from all the recipients of our Mission Giving.
4. **Safeguarding and Domestic Abuse Training.** There were three PCC Members who have yet to complete the domestic abuse training. Colin Jones is up to date with all his training and booked in for the courses he has to undertake.
5. **Church Wardens Report:** The Report has been circulated to PCC Members prior to the meeting. There were two additional points - The Log Book, Fabric Report and the Church Property Register are up to date and The Statistics for Mission have been completed and submitted onto the portal.
6. **Treasurer's Report:** The Draft Accounts had been circulated. Paul reported that the total income for 2023 was £66,964 and total expenditure was £66,883 resulting in a surplus of £80 for the year. The total funds held in the four bank accounts were £120,349 at the end of the year, an increase of £5,052 compared with the previous year.

Paul then went through and covered key points in the Draft Accounts. There were no questions arising from this presentation. The Draft Accounts would now go to David Ebdale for examination and be presented at the March PCC Meeting for approval. The report of the Bank Funds at the 31<sup>st</sup> December 2023 had been circulated. Paul reported that the church would be receiving a legacy from the estate of the late Philip Grantham. At this stage it was not known how much this will be. The PCC agreed that the legacy would be transferred to the Designated Fund for Church Enhancements when it is received.

7. **PGS Change of ownership:** Paul reported that the PGS trustees and members who currently own and fund the Parish Giving Scheme have voted to transfer ownership to one single member, Church of England Central Services. The Parish Giving Scheme is now available to all parishes, throughout the Church of England.
8. **Quote for autumn clean of gutters:** The quote from Brown & Ralph for the cleaning of all gutters, down pipes etc had been received in the sum of £1679.00 + VAT. This is quite an extensive clean and does highlight any remedial work we need to have done. The quote was accepted by the PCC.
9. **PCC Discretionary Fees:** The only change in these is the charge for the Interment of Ashes in the Rose Garden. This increases by £10, from £232 to £242.
10. **Deanery/Diocesan Report:** The PCC Secretary had circulated to Members prior to the meeting an email received from Ian Mackellar on the subject of a Deanery Mission Fund. Elaine Levitt explained to the meeting that there was a sum of money available for churches in the Deanery to apply for to help with activities that needed financial support. The total amount available was £2,500 and churches in the deanery could apply for financial help up to £500. Elaine suggested that the sum of £500 be applied for, to go towards the cost of the visit to Spain. The PCC just had to complete the form and then submit the document. It was decided that the completion of the application could be made after due consideration by our Standing Committee at the meeting on 6<sup>th</sup> March.
11. **Printing of Weekly Sheet:** Geoff reported to the meeting that the printing of the Weekly Sheet would remain In House. Carol King did question what had happened to getting the quote for the work to be done by the Houghton Clerk. After some discussion Peter and Carol King felt that with the very small window of time available for the weekly sheet to be printed as the church room is in use, they would stand down from this duty. Elaine Levitt agreed to take on the printing with the possibility of finding someone who would be willing to take it over. Geoff thanked Peter and Carol for their help in printing the document each week, it was greatly appreciated.
12. **Fire Regulations:** There have been changes in the Fire Regulations which includes churches. There now needs to be a responsible person and the PCC as a body can be responsible for this. There is a document setting out church requirements which is 24 pages long and can be read on the Ecclesiastical insurance website. This will be discussed at the next meeting.
13. **Fund Raising:** Various fund raising events were discussed, with possible dates being suggested. On Saturday 10<sup>th</sup> February the Skills Audit Team are proposing holding a coffee morning from 10.30am to 12.30pm where people can come along and see if

there are any functions that the church undertake to maintain the running of the building that they might like to become involved with. Some items will be flower arranging, choir, serving refreshments. It was felt this would be a good way to get people to become involved in the running of the church.

14. **Nativity Sets Exhibition:** Geoff explained to the meeting that there was a lady who lived in Wyton who has a collection of 100 nativity scenes. Last year she displayed them in the church at Hemingford Grey and it was a beautiful display. Geoff had approached her to see if it were possible to arrange a display at All Saints, Hartford. We would return to this item with suggested dates and possibility of holding an exhibition here.
15. **Lime Washing Church:** The Treasurer talked to the meeting about the need for our church to be Lime Washed. It is possible that it is 40 years since this was last done. Quotes would be sought for costing of work and the possibility of employing Jerry Lander to oversee the work. There would be some remedial work to be done before the actual Lime Wash could happen. The proposal for the work to be done was made by Sue Craven and seconded by Derek Colbert. The PCC voted unanimously in favour of the work being carried out. Geoff stressed to the meeting the importance of only using Lime Wash on the Church Walls.
16. **Week of Prayer for Christian Unity:** Clifford Owen explained to the meeting that for the last few years sadly these meetings had not taken place and this year he was hoping to resurrect them. There were 6 meetings to be held each lasting 45 minutes. There would be various speakers on each day. Notification of these meetings had been placed in the weekly sheet.
17. **Skills Audit:** Revd. Sam Perez and Pam Clark had arranged two meetings with the other members of the group. Pam produced a Mind Map showing various items, jobs that we do to keep up with the running of our church. From this has come the arrangements made for the coffee morning mentioned in paragraph 13.

**18. General Matters:**

The decoration of the church with Poppies for Remembrance Day will remain in place until the beginning of Advent when they will then be replaced with foliage arrangements until the church is decorated for Christmas.

The arrangements for the collection and emptying of the green bin rubbish was discussed. Carol King was contacting the District Council for guidance as the church does not pay council tax or have a post code.

The meeting closed at 9pm with the PCC Committee saying The Grace.

The next PCC Meeting will be on Monday 18<sup>th</sup> March, 2024.