

**Present** – Revd Hugh Ellis (HE), Revd Jackie Lock (JLk), Revd Gareth Morley (GM), Derek Lancaster (DL), Jennifer Cartledge (Churchwarden) (JC), Lis Burns (Churchwarden) (LB), Robyn Connelly (RC), Sheila Doig (SD), David Knights (DK), Thistle Martin (TM), Lynda Moorcroft (LM), Michelle Neudecker (MN), Barry Titchen (BT), Meg Vockins (MV), Lauren Harvey (LH) (Part), John Lord (JLd) (Treasurer), Ray Levy (RL), Philip Hynard (PCC Secretary / Minutes) (PH)

**Note.** The minutes have, in some instances, been re-ordered to gather items together under the headings set out in the original agenda or to improve clarity.

### **1. Welcome from Chairperson.**

Hugh welcomed everyone and led with opening prayers.

### **2. Apologies / Did not attend**

Nick Cousins (NC), Edgar Samuel (ES), Dawn Segrue (DS), Estelle Williams (EW) (owing to internet challenges).

### **3. Liturgy and Music**

DL presented a report supported by a slide presentation which had been published in advance of the meeting, and highlighted the following topics:

- The Church activities Team are now successfully administering the Livestreaming of Thursday communion, for which BT support was acknowledged.
- The return of the choir has been discussed fully and is continuing to be refined to minimise risk.
- It is expected that evensong will return in the Lady Chapel in August.
- It is not expected to resume 08:00 Holy Communion, until the autumn.
- The transmission of our services on-line, will continue.

RC highlighted the need for resuming services with greater inclusivity for children and young people.

DL proposed that a simple Parish Breakfast should take place at least once a month after, the 08:00 service. DK noted that this is already being done successfully in Princes Risborough, with an emphasis on keeping it very simple.

In view of the move of the Parish Eucharist to 10am, it was recognised that it can cause a problem for some of the bell ringers who do not worship at All Saints. Therefore, in order to accommodate this and providing that it is convenient for the other bell ringers, it was agreed that they could ring until 9.45am instead of right up to 10am.

There followed a discussion about whether Evensong and Led by the Spirit should return to 18:30, following a request from the bell ringers who, for several reasons, prefer this to the proposed time of 17:00.

Whilst it was agreed that the bell ringers wishes should not be overlooked, the overriding consideration should be ensuring that we provide as much access to our services as possible and at 17:00 there are still people in the town, concluding their shopping, who may be encouraged to attend services before they return home, but they would be unlikely to remain in town until 18:30, by which time shops will have closed.

Following a review of the advantages and disadvantages, it was ultimately resolved unanimously (proposed by DL and seconded by BT) that Evensong would take place at 17:00, although this arrangement would be kept under review. Although it was initially suggested that the church would cover the cost of carparking for the bell ringers (understood to be £1.00 / day); however, after further discussion this was rejected because others, including members of the choir, would be entitled to recover their expenses and it was not considered to be financially sustainable.

## **Operational Guidance**

In response to a request from LB the PCC were asked to consider and provide guidance around certain operational issues, most notably the rules that should be adopted for the use of masks.

It was proposed that the use of masks should be encouraged, particularly when in close proximity to others, such as receiving the sacrament, although it should be a personal choice. The South Aisle would be reserved for individuals who still have concerns about transmission and the chairs in this area would be spaced further apart.

This was approved unanimously, although the following comments and observations were made:

- Congregants would be encouraged to wear a mask when singing.
- As many doors would be kept open as possible to ensure high levels of ventilation.
- We should not make individuals who choose not to wear a mask feel unwelcome (DK).
- It was observed that in other churches members of the congregation have the ability to place cards with 'X's' on them, to signify 'reserved' places around where they are sitting and thus enforce greater social distancing, which may be considered in the future, if the current arrangements are not working.
- It was considered that, at present, we shall not circulate an offertory plate, but rely on either non-cash donations, or donations placed in the offertory box or card machine at the rear of the church. Notwithstanding this, JLD explained that it would be in our interest to re-introduce the offertory plate as soon as possible.
- The Thursday morning service, that will continue to be Livestreamed, will not return to the Lady Chapel at present.
- Welcomers and sidespeople will have the same choice as others about whether to wear a mask.

## **4. Sound and Light Project**

LB provided a project update supported by a presentation (a copy of which was circulated after the meeting), covering the following key topics:

- David Snoxell has agreed to review and update the existing heritage documentation, with a focus on the South Porch and organ.
- HE and GM are leading the community engagement activity supported by MN and the Church Activities Team and an initial list of individuals/organisations to contact and questions to be asked is being developed.
- PH has compiled an initial, high level summary of work that needs to be complete to address current issues accompanied by approximate costs, based on recent Quinquennial report (QIR) and other documentation. Further details will be developed, particularly around South Porch, organ and audio/visual + lighting.
- PH has met with Oxley Conservation to understand the current condition of the South Porch and to ask them to provide a proposal to undertake the additional surveys ('Further Investigations') described in the QIR, relating to masonry repairs and water penetration, a proposal for which is awaited.
- PH has contacted St Andrews and Holy Trinity Hazlemere to understand any lessons learned from their recent projects.
- DS is continuing to gather ideas for fundraising initiatives.
- A search is continuing for a Coordinator/ Project Leader; however, in recognition that no one has volunteered for this role at present, which is thought may be due to it appearing too daunting, it has been agreed that the role should be separated into two:
  - Initially someone to develop the Case Document, which would involve coordination with other contributors.
  - Once the Case Document has been completed, the focus will then move towards identifying the Project Leader.

It is hoped that if someone volunteers for the former, they may feel encouraged and empowered to pursue the second role, although there will be no expectation.

LB noted that in the light of some of the discussion under item 3, such as providing facilities for Livestreaming from the Lady Chapel, some items of work associated with AV may need to be brought forward.

In response to a question from LM about the audience for the Case Document, JC explained that whilst it would ultimately be used to inform the 'Statement of Need' its primary purpose at the outset is to provide a means of communication with the congregation, local stakeholders and potential funders.

JLd explained that a cashflow or expenditure profile would be of enormous benefit for financial planning and LB offered to arrange a meeting to discuss it.

**Actions:** LB and JC to arrange a meeting on project expenditure with JLd and PH.

## 5. Churchyard

GM provided an update on the progress of the Churchyard project, with reference to a report that had been published in advance.

In essence the project is progressing well, although the final challenge for this initial phase, is for the landscape architect to complete their feasibility study (at a cost of £2250 + VAT, which was approved in the meeting). JLd suggested the possibility of funding some of the costs of the feasibility study from the Mission and Evangelism fund. This feasibility study (which forms part of Phase 2) will provide simple site analysis diagrams, zoning layouts and proposals, culminating in some indicative sketches.

Upon completion of this study, which is expected by early September, it will be added to the Business Case so that the consolidated pack of information can be presented to the Council in November.

To coincide with this submission, it was proposed that the church would commence fundraising and grant applications (phase 3).

The following observations and comments were made:

- HE requested the Business Case, including the feasibility study, to be presented at the September 2021 PCC meeting.
- In response to an observation from DL about the need for providing the Council with as much information as possible about future funding needs, GM confirmed that some provisional figures have already been provided.
- DK highlighted the importance of ensuring that the Churchyard Project is fully coordinated with the Sound and Light Project, including any funding requests to the Council required for either project.
- In response to a request from RL about whether the Council could influence the shape and scope of the project, GM noted that as the PCC retain management responsibility for the churchyard, it will be able to exercise a high level of control on any external influences on the selected scheme.
- In response to an enquiry from LM as to what the Church would be required to pay for, GM noted that there are several maintenance items such as the gates and relocation of tombstones that would be paid for by the Council, but items that we wanted to introduce to support our mission or to improve the amenities for the congregation and other users, such as additional parking bays, would need to be funded by the church.

**Actions:** GM to ensure that the Business Case and feasibility study can be presented to the September 2021 PCC meeting.

## 6. Sanctuary Hub

GM began by reminding the PCC of the background to this initiative which related to our mission, combined with a desire by the police (who intend to be heavily involved), to provide facilities in the town centre to improve safety for vulnerable people on Fridays and Saturday nights.

GM went on to confirm that there has been overwhelming support from local business, including the Antelope, who will have offered to support the provision of conflict resolution and first aid training, as well as to provide access to the 'PubWatch' network.

It had originally been intended to launch this initiative in July, but it is now planned to open from the weekend of 'Fresher's Week', on 24<sup>th</sup> September.

Whilst there are several voluntary organisations providing support to this initiative, more volunteers are required from our congregation.

This gave rise to the following questions and observations:

- In response to a question from RL about the linkage between this initiative and the Mustard Club, GM indicated that they were appealing to different constituencies and therefore there was unlikely to be any significant crossover.
- In response to a question from JC about the source of voluntary support, GM advised that volunteers were expected from all churches in the Deanery, as well as from the Street Angels and the Wycombe Homeless Connection, who would also be able to legitimately provide information, through their network.
- In response to a question from TM about how to deal with bookings on Fridays and Saturday nights, GM advised that the core time for the Sanctuary Hub would normally be between midnight and 04:00, so providing organisations using the Church on those days were able to clear up by 23:00, it should not cause a problem.
- In response to two questions from BT, GM advised that:
  - We are not currently expecting any contributions to our running costs.
  - The protection of AV equipment near the West Door would need to be considered and may involve the use of appropriately located screens. HE observed that similar considerations had had to be made for community meals, although this had never proved to pose a risk.
- SD observed that no damage had ever been sustained inside the Church whilst using the Church for the Night Shelter and some guests (and volunteers) had been pleased to make a donation.

Following these discussions, HE highlighted the importance of this initiative as an example of our direct partnership with the town and asked the PCC for its support. In particular, for its approval for the use of the Church for this purpose, which was supported unanimously.

## 7. Eco Church

### ***Wycombe Environment Group***

HE advised that he has been invited to attend the Wycombe Environment Group ('WEG'), which is linked to the Town Council, and considers and discusses a range of environmental issues. HE is keen for other members of the PCC to represent the Church on this body as well because the issues raised and discussed are relevant to our mission and our role in the community and therefore it is important that we are seen to be engaged.

HE explained that the meetings typically take place once a week, on Monday evenings, and last approximately 40 minutes.

DK said that he would be willing to represent the PCC and PH also confirmed his interest.

**Actions:** HE to inform WEG and provide information to DK and PH as required.

HE also mentioned another initiative 'Solar Streets' which is linked to groups of residents obtaining preferential rates on PV cells as well as providing a communications forum on solar energy.

DK cautioned against the PCC becoming involved in some other initiatives related to the environment, which are peripherally linked to the Council, because some are developing as unwelcome pressure groups, with their own agendas, that are not necessarily in line with the Council's wider objectives and these may be unwelcome and not serve our best interests.

### ***Repair Café***

HE also advised of another local environmental initiative called Repair Café which is already being run in three locations locally including Marlow and Princes Risborough. The purpose of the café' is that individuals can bring broken appliances for repair.

The organiser, Maddy Howe, has asked if they could run one of these in the Church on a regular monthly basis, with the first one being scheduled for between 10:00 and 13:00 on Saturday 14<sup>th</sup> August. Further details have been requested.

HE requested the approval of the PCC for the use of the Church for the 'Repair Café', which was supported unanimously.

**Actions:** HE to obtain further detail.

## 8. Green Street Community Hub

HE explained the background to a response to the request from Wycombe Islamic Mission (WIM) (a copy of which had been circulated in advance) to support their application to acquire the former Green Street School for use as a community Centre, which provoked the following comments and questions:

- GM expressed serious concern about ASHW becoming involved in the promotion of the Islamic mission and challenged whether this was something that we should do, to which HE suggested that we do it already through other organisations such as the Wycombe Refugee Partnership. GM countered that this was distinctly different as the literature suggested that this was mission focussed.
- SD confirmed that she would like to become involved, because of her desire to work to continually improve community relations generally, but particularly in this area, where she lives.
- MV also expressed interest in becoming involved.
- RL observed that we already work successfully with members of the Muslim community through the Mustard Club, although involvement in this initiative appeared to be a 'bridge too far'.
- HE underlined that this was a community project and not fundamentally a religious initiative which was debated further with GM.
- LM asked what WIM's vision for this space was and HE explained that it was to provide a building for social and community needs including those of men, women adults and children.
- HE underlined that this will only go ahead if WIM's bid is successful.
- JLD observed that the concerns that had been expressed were understandable and when more is known it will help us decide our final position.

It was concluded that at this stage HE will introduce others (SD and MV) who will be able to become involved and gain further insight into WIM's proposals.

**Actions:** HE to introduce SD and MV and they will collectively keep the PCC apprised of the progress and WIM's ambitions.

Following the reports on the various initiatives outlined above, LM expressed serious concern about the number of areas that ASHW was becoming involved with that were fundamentally outward looking, rather than supporting our own congregation and community. LM also voiced concern about the availability of volunteers, with sufficient time, to support these initiatives. JC expressed similar concerns.

## 9. Deanery Synod Report

BT referred to the notice of the forthcoming Deanery Synod, that is to take place at the Church of St Michael & All Angels, Hughenden on Tuesday 27<sup>th</sup> July, circulated in advance of this meeting.

BT went on to highlight that the meeting will take place in the presence of Bishop Alan, who will be preaching at the Eucharist beforehand on a topic entitled 'If the Church is going to survive, it has to be outward looking' and one of the key topics of discussion at the meeting will include a report on the Rural Review update.

BT concluded by commending DK for his recent election to the Diocesan Synod.

## 10. Minutes of previous meetings

The minutes of the PCC meetings that was held on the 19<sup>th</sup> May 2021 was approved, without amendment and will be signed by HE in due course. (Proposed BT, Seconded JC).

## 11. Matters arising

In response to an observation made by LM at the May PCC meeting, it was reported that work has already begun in relation to the inclusion, on the website, of topics that were raised in sermons, that the congregation could contemplate and use to stimulate their own reflections and private prayers, although this would be further developed.

**Actions:** HE & DL ALL to review.

## 12. Team reports

There were no comments or questions on the following reports that had been published in advance of the meeting.

- Worship and Liturgy
- Buildings & Fabric
- Pastoral
- Communications

In response to the **Stewardship & Finance report**, LM expressed concern about the apparent decline in ordinary fundraising, in particular, a decrease in regular personal giving and questioned what could be done to reverse this unwelcome trend.

HE concurred that this presented a significant risk and confirmed work is being done to address it, although acknowledged that there is unquestionably more effort required to address this.

In response to the **Mission & Evangelism** report:

- DK expressed concern about the 'sweeping comments' made about the effectiveness of the Alpha course. This resulted in a brief discussion, in which GM countered that there was little empirical evidence that showed programmatic evangelism encourages newcomers to join the Church, although there is stronger evidence that it encourages people of lapsed faith to return.
- TM highlighted the Art Day and exhibition 'Our Shared Pandemic Story' (organised in collaboration with Laurie Christie), which will take place in the church on Saturday 24th July. It has been agreed that the exhibition will remain open during the course of the following week. This exhibition is of creative items that members of the community have created throughout the pandemic. The art activities on the day will give participants the opportunity to express their feelings on the pandemic (past and present) through colour and calligraphy. The Art Day is planned as part of the Buckinghamshire Culture Open Weekend.

In relation to the **Children, Youth & Families** report, DL reminded everyone of EcoHub and the Diocesan wide youth forum responding to the call for action on climate change. In particular, RC highlighted the interest that there was some of the youth members who are keen to become involved.

HE questioned whether there may be an opportunity for them to participate in Wycombe Environmental Group?

**Actions:** HE to follow up and effect introductions as appropriate.

## 13. Church Wardens' Report

There were no comments or questions on the Churchwarden's Report that had been prepared by LB and JC and published in advance of the meeting.

LB noted that a Deanery Inspection is due to take place shortly (date to be confirmed), the last one took place in 2017. Assistance may be required in locating certain documents if they cannot be traced by the wardens ahead of the visit.

**Actions:** LB & JC to liaise with ES and others, as appropriate.

## 14. Oakley Hall financial update

There were no comments or questions on the Oakley Hall financial update that had been prepared by Alison Adamson and published in advance of the meeting.

## 15. Safeguarding

Whilst there was no Safeguarding report, Jlk reminded everyone to:

- ensure that their safeguarding training certification is and remains up to date.
- pass on any safeguarding concerns to Jo Norman, in the first instance, who will ensure that they are followed up.

DL confirmed that his DBS certificate had recently been renewed.

**Actions:** ALL – Ensure that individual safeguarding training certificates are up to date and sent to the Office.

## 16. Summer social events

JLd suggested that the forthcoming summer holiday period and early autumn would present an excellent opportunity for some 'low key' social events, primarily for the purposes of encouraging fellowship and engagement amongst the congregation.

Whilst these may also provide the opportunity for some fundraising, this was not the primary objective.

There followed some suggestions including:

- Picnic
- Gin tasting in the vicarage garden
- Hog roast
- Book reading in the park targeted towards children

Everyone was encouraged to put forward ideas and, if there are sufficient, a flyer will be published.

**Actions:** ALL – put forward ideas for social events.

## 17. Any other unplanned business

RL observed that in Hazelmere there is a quarterly 'Glossy' Parish magazine which is very helpful for keeping the congregation and others up to date with general news, publicising events as well as progress on initiatives that are taking place. RL went on to question whether such a publication may be beneficial for us at present, in view of the number initiatives that are being pursued.

It was agreed that this should be considered at SLT.

**Actions:** PH to ensure that it is included on next SLT agenda.

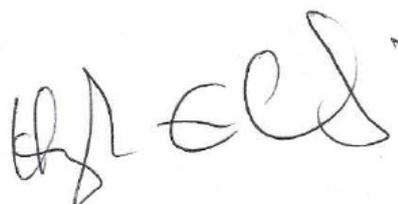
## 18. Meeting Ends

JLk then closed the meeting with prayers and the Grace.

The meeting ended at 21:34

### Next meeting dates:

- SLT Standing Committee - Wednesday 8<sup>th</sup> September 2021
- PCC - Wednesday 22<sup>nd</sup> September 2021

  
22/9/21