

Present – Revd Hugh Ellis (HE), Revd Jackie Lock (JLk), Jennifer Cartledge (Churchwarden) (JC), Robyn Connelly (RC), Thistle Martin (TM), Lynda Moorcroft (LM), Meg Vockins (MV), Lauren Harvey (LH), John Lord (JLd) (Treasurer), Dawn Segre (DS), 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.

HE welcomed everyone.

The opening prayers were led by JLk.

2. Apologies / Did not attend

Nick Cousins (NC), Michelle Neudecker (MN), Sheila Doig (SD), Derek Lancaster (DL), Revd Gareth Morley (GM), Lis Burns (Churchwarden) (LB), David Knights (DK), Barry Titchen (BT), Edgar Samuel (ES), Estelle Williams (EW).

3. Church Activities Team

HE advised that Louise Simmonds (LS) has resigned for personal reasons and it has been agreed that her last day at work will be 17th December 2021 (see comments below).

HE went on to confirm that Steve Linger (Current interim Hospitality Assistant) has confirmed his willingness to increase his hours from 17th December 2021 to provide some cover for LS' duties and to extend his appointment, on a monthly rolling basis, from the end of his current contract 10th January 2022. Although HE noted that Steve has already confirmed that he has plans to travel during next year, so is not able to extend his appointment indefinitely.

The PCC unanimously supported the decision to extend Steve Linger's contract of employment for the reasons explained above.

A new job specification will be prepared for Activities Team Leader, although the recruitment of a new candidate will not begin until the beginning of 2022 at the earliest.

A suitable floral tribute should be given to LS to thank her for the excellent service that she provided to the Church, both in her current role and the role that she held previously, which was unanimously supported.

Action: PH to organise flowers for LS, to be presented upon her departure.

4. Deanery Synod Report

There were no comments or questions on the Deanery Synod report, that had been published in advance.

JLd questioned whether the Deanery Plan was available for scrutiny, which will be followed up with BT by PH

Action: PH to check with BT if a Deanery Plan is available for distribution to the PCC.

5. Minutes of previous meeting

The minutes of the PCC meetings held on the 22nd September 2021, that had been published in advance, were approved, without amendment and were signed by HE at the end of the meeting.

6. Matters arising

HE referred to our previous meeting in which the subject of giving and fundraising was discussed. He went on to explain that this important topic would be the subject of a discussion at a future meeting; however, at present the focus was to encourage new members and to continue to forge links with external organisations.

7. Report on the outcome of the resolution concerning the Bishops Pastoral Order

PH referred to the resolution, proposed by JC and seconded by LB, regarding the draft Bishop's Pastoral order proposing an increase in the number of team vicars in High Wycombe from five to six (as well as related matters), which had been circulated to members on 25th October 2021.

PH reported that sixteen expressions of approval, no abstentions, objections or comments had been received from the twenty-two members eligible to vote, by the closing date of 30th October 2021. Accordingly, the outcome had been reported to the Pastoral Secretary on 1st November 2021.

8. Team reports

There were no specific comments or questions raised on the following reports, that had been published in advance:

- Stewardship and Finance
- Buildings and Fabric
- Worship and Liturgy
- Children Youth and Families
- Communications

However, they gave rise to the following observations:

- **Stewardship & Finance**

- With reference to the report, JLD observed that whilst only 2/3 the number of people have responded to the All Saints Gift Day as compared to 2019, £13,000 has so far been given or pledged in the form of 'one-off' contributions and a further £95 of additional monthly giving has been offered. These combine to total around £15,000, some of which is 'ring fenced'.
- Taking this into account, the current financial position is by no means serious, but there is a natural concern, particularly in relation to expenditure required for building and fabric related issues. To this end it was proposed that a meeting between the Churchwarden's, the Treasurer and others should be convened to prioritise matters such that a plan can be reported at the January 2022 meeting.
- Whilst there will not be a barrel organ outside the church this year, we still have a street collection license and a collection is planned for the 18th December and any volunteers to support this would be most welcome.

Actions:

- JLD, LB and JC to agree a meeting to review fabric priorities. **Post Meeting Note:** Arranged for 9th January 2022.
- All volunteer and or seek others to volunteer for street collection on 18th December 2022.

- **Building and Fabric**

- JC requested support from the PCC to visit and inspect properties that may be suitable for the Church to acquire, based on the following criteria:
 - Most likely Leasehold;
 - Low (ground) rent and service charge;
 - Low maintenance;
- MV, RL and LM offered to help and JC will provide more detailed criteria.

Action: JC to provide detailed criteria for house selection and consideration.

- **Worship and Liturgy**

- In response to the question posed in DL's report concerning the ongoing use of Zoom, there was a general feeling that whilst at present only two or three (different) people use it each week, it would be preferable to continue, at least until Easter, when the situation would be reviewed.

- Whilst it was acknowledged that Livestream, by its nature, does not permit the same level of interactivity that Zoom does, it is intended to continue with it for the foreseeable future as it is an important conduit for those who cannot attend, but wish to remain connected.
- A question was posed as to whether Zoom and Livestream can be integrated and it was suggested that this would not be possible for technical reasons.
- A question was also posed as to how we can draw new people into the church through Livestream and it was suggested that one of the most helpful methods is to highlight church activities that viewers may wish to attend in person.
- It was noted that in order to continue both with this and Livestream, some additional Tech Support (Zoom Host and Sound Desk) would be required and members were asked if they knew anyone that may be able to help.

Post Meeting Note: LH has already offered to help with one of these roles.

Action: All to consider additional candidates to provide tech support.

- **Children Youth and Families**

- RC highlighted that family ‘numbers’ are nearing pre-pandemic levels, which is hugely encouraging and demonstrates the range and number of activities that are being supported;
- Ark in the Oakley Hall has restarted on a fortnightly basis;
- Children’s Ministry Volunteers (adults and young people) have been recruited and roles for them are being defined and these are developing as we discover various ways in which they can serve our families;
- The move away from ‘All Age services’ towards a regular intergenerational approach is an ongoing process and is moving in the right direction, with encouragement amongst our families and young people to get more involved in the services; and clergy, ministers and others are working towards adapting their practice towards this;
- Our choir has welcomed its first young member in a long time, which has started conversations amongst families in the wider community of our willingness to include young people in all aspects of church life.
- SmAll Saints has restarted in the church on Tuesdays, with a return of our very willing and able volunteers supporting this.
- In person clergy collective worship has restarted at the High Wycombe Church of England school and at Godstowe and feedback from both schools is that the interaction and engagement of the clergy and children has been invaluable.
- RC concluded by noting that whilst some schools are proceeding with Christmas Services including Godstowe, RGS, Wycombe High School, some schools including Hamilton Academy and Wycombe Abbey have decided to either do recorded services or make other arrangements, this year.

- **Communications**

- HE expressed his pleasure, surprise and gratitude for the amount of activity that is currently building up and therefore is reflected in the various communications media, although added a note of caution about overstressing ourselves individually and as a team.

- **Mission and Evangelism**

- The report was acknowledged in GM’s absence and it gave rise to a question concerning the Churchyard project, specifically, if a more detailed breakdown could be provided of the initial (circa £263,000) cost estimates and the likely sources of funding to meet these costs.
- JLD noted that Mission Funds may be able to be used to provide some support for this project, subject to the review of priorities mooted in discussion over the Stewardship and Finance Report above.
- JLD went on to note that it is anticipated the results of the next review of the Parish Share will be published in Q1 2022 for implementation in 2023, hence next year is the last ‘transitional year’ from the previous arrangements. As the Parish Share was reduced at the last review, the balance of funds is being allocated to Mission Funds, although whether this will be able to continue after 2023 will be dependent upon the level of Parish Share that has to be met.

- It was also noted that the Churchyard Project is, in part, a public amenity project and therefore it is anticipated that a partnership with local authority will continue to be forged to meet some of these costs, which will require sensitive and skilful handling.
- JC noted that having a good 'kerb appeal' i.e., an attractive churchyard, may be highly beneficial for raising funds and appealing to public awareness for other projects and participation.

Action: GM to provide further detail on the preliminary cost estimate and likely source of funding.

- **Pastoral**

- Jlk delivered a brief verbal report highlighting that, by its very nature, pastoral work is confidential but that work continues with the provision of support to those in need;
- In response to a question as to whether any more support is required from the PCC or others, Jlk reported that DS has already agreed to assist and is beginning to become engaged in support provision.

9. Team Rector's Report

There were no comments or questions on the Team Rector's Report that had been published in advance.

HE highlighted the work of the Food Hub and commented upon the excellent and inspiring team and new manager who has recently been appointed. HE invited any member of the PCC, who was interested, to a tour of the facility to gain greater understanding of the work that they do.

HE concluded by explaining that the next focus of his attention will be Deanery / Diocesan engagement.

10. Churchwardens' Report

There were no comments or questions on the Churchwardens' Report, that had been published in advance.

JC referred to the Health and Safety Policy that had been appended to the Report and after having established that there no questions or comments, requested approval from the PCC for the policy to be signed and implemented. This request received unanimous support.

11. Oakley Hall Management Committee

There were no comments or questions on the notes of the recent committee meeting that had been published in advance.

JC noted that a review of the Oakley Hall lease will be conducted shortly.

12. Safeguarding

Jlk presented a verbal report on Safeguarding and made the following remarks:

- Leadership Safeguarding Training is now fully up to date;
- Measures have been taken to ensure that children whose identify must be protected do not appear in 'on-line' feeds and the team are fully aware of these requirements and are taking the necessary steps to ensure that they are complied with;
- Plans are in hand to prepare a paper / poster explaining our policy on this matter, as well as to provide parental guidance;
- Guidance is also provided to the parents of children who are being baptised as these measures are also highly relevant to them;
- Jo Norman is in regular contact with the Diocesan Safeguarding team to ensure that the guidance and measures that we take are in line with their guidance and best practice.

13. Dates for meetings for 2022

A paper setting out proposed dates for next year's SLT (Standing Committee and Strategy) and PCC, which had been circulated in advance, was accepted without amendment.

The dates are replicated at the end of these minutes.

LM offered her apologies, in advance, for the PCC Meeting on the 2nd February 2022.

14. Any other unplanned business

Parish Breakfast - A request was made to include gluten-free products.

Pigeons – RL asked whether any measures could be taken to prevent people from feeding the pigeons; however, it was explained that attempts have been made to do this in the past that have proved unsuccessful and there is no direct means of enforcement.

15. Meeting Ends

HE closed the meeting with prayers and the Grace.

The meeting ended at 20:42

Future meeting dates:

- SLT Standing Committee - Wednesday 12th January 2022
- PCC - Wednesday 2nd February 2022
- *SLT Strategy* - Wednesday 16th February 2022
- SLT Standing Committee - Wednesday 4th May 2022
- **APCM - Sunday 8th May 2022**
- PCC - Wednesday 18th May 2022
- *SLT Strategy* - Wednesday 1st June 2022
- SLT Standing Committee - Wednesday 6th July 2022
- PCC - Wednesday 20th July 2022
- SLT Standing Committee - Wednesday 7th September 2022
- *SLT Strategy* - Wednesday 14th September 2022
- PCC - Wednesday 21st September 2022
- SLT Standing Committee - Wednesday 9th November 2022
- PCC - Wednesday 23rd November 2022



2/2/22