



ST MARGARET'S CHURCH

To know and share God's transforming love with one another,
our local community and the wider world

Minutes PAROCHIAL CHURCH COUNCIL MEETING held at 8pm in the Parish Office on Monday January 16th, 2023

Present; Revd Hannah Gordon (Chair), Jenny Smith, Nigel Smith, Jill Lindsay, Tom Sanderson, Kat Wicksted, Janice Whittle, Perry Esparon, Ian Thirlwall, Madeleine MacCallum Revd John Wates, Eamonn Davern, Rosalind Lumberg, Sally Bowes

1 The meeting was opened at 8.00 pm with a bible reading Colossians 3 verse 12 and a prayer.

2 Apologies were received from Ray King.

3 Minutes

The minutes of the meeting held on 16th November 2023, were approved (with an amendment that Peter Keymer had joined the Finance Team), and were signed by Revd Hannah Gordon.

4. Matters Arising.

Faculty Application: Sally reported that the Application had now been approved. The PCC was required to pass a resolution that the Faculty Application as drafted be agreed, a public notice will then need to be placed on the West Door of the Church for 28 days. The Application could then be forwarded to the Diocese if there were no objections. PCC agreed that the Application should proceed with one abstention.

Eamonn proposed a vote of thanks to Sally for all of her work which had been pivotal to the successful resolution to the Faculty Application, this was seconded by PCC and carried unanimously.

Anti-Slavery Pledge: Eamonn will meet with Mark Crompton, the Church Warden of the Good Shepherd on 8th January to discuss actions which they have taken following adoption of the Pledge. The Good Shepherd has adopted a plan for monitoring their progress implementing agreed actions. These have included delivering awareness raising events such as a training course which also addressed domestic abuse issues (which often accompany incidences of Modern Slavery). Mark is happy to assist St Margaret's in arranging the course. Eamonn is meeting Jennifer Hyde of the

Reigate Deanery Social Justice Forum on 23rd January and will update PCC at the March meeting.

Action: Eamonn will report back with proposals for taking forward actions in support of the Anti-Slavery pledge at the March PCC.

Sparkfish Donation

The collection at Christmas services raised £648.06 for Sparkfish.

Annual Accounts and Treasurer Role

An Independent Examiner was needed to sign off the Parish accounts. Hannah said she was speaking to a couple of potential candidates and was hopeful that one of those she was approaching, John Grant, would agree. Hannah would advise PCC of the outcome.

Martin Mabbut had kindly agreed to again prepare the accounts for this year.

If the accounts were not ready for presentation to the March PCC a special meeting could be arranged after a Sunday service prior to the APCM.

Ian proposed that PCC formerly accept John Grant as Independent Examiner (subject to his agreement). This was seconded by PCC and carried unanimously.

5 Prayers of Love and Faith

Hannah introduced this item, which she recognised was a sensitive issue generating a great spectrum of opinion across the Church and wider Anglican communion. She presented the main points from an explanatory briefing Paper which she had prepared for PCC, and then summarised the other documents which had been issued (See annex).

The November General Synod approved the use of Prayers of Love and Faith (PLF) in public worship, and that became possible from Sunday 17th December 2023. Stand-alone services are to be allowed on a trial basis but details of how and when this will be possible have not yet been released.

PCC discussed the documents tabled and the process. No PCC resolution is required to approve clergy, if requested, using some Living in Love and Faith (LLF) prayers during a service. However, PCC unanimously indicated that they would support this position, which would then be fed back to the wider church community for response.

A PCC resolution would be required for St Margaret's to Opt In to prayers in a stand-alone service following future approval.

6 PCC Vision Day

The PCC Vision Day will be held after the APCM to enable all members of the new PCC to focus on the period ahead. Joanne Gavin, Southwark Diocese, Mission Support Officer for Children and Young People will be invited to assist PCC in determining the future vision. Current PCC members standing down at the APCM will be most welcome to attend this event.

7 Pattern of Future PCC Meetings – PCC arrangements 2024/2025

Following discussions with PCC members it has been agreed that following the March 12th PCC and 28th April APCM future meetings would be scheduled for 2nd Tuesday of alternate months starting on 14th May.

Sally advised PCC that she will not stand for re-election as a Church Warden. Hannah requested that PCC members advise her if they were eligible to serve a further term but did not wish to stand for re-election.

Action: PCC members eligible to serve a further term but not wishing to stand for re-election are requested to advise Hannah.

8 GDPR and Data Base

Hannah advised of action necessary to ensure that the Parish was GDPR compliant and to improve data security.

All emails should be BCC, and members of the Congregation should ideally be able to access information through “pulling” communications rather than these being “pushed out” to them. The Parish website was built on the Church Hub platform which had functionality to establish mailing lists. People wishing to receive emails (selecting from a range of options) would need to sign up as system users and use a secure log in to access information.

Deborah will investigate the logistics of establishing this system, Hannah will report back to a future PCC.

9 Safeguarding

The proposed Parish Safeguarding Standards have been agreed, Sam Esparon will display these in the Church. There have been no Safeguarding incidents raised since the November PCC. PCC members were reminded that anyone with Safeguarding concerns could raise these with Hannah, Sam, or the Diocese.

10 Premises

There has as yet been no response from Karen Bhutti following the formal referral of a proposal to the Diocesan Committee for the installation of an enhanced lighting system. A quote was also awaited from the Contracted suppliers for replacement of LED bulbs in the Orchard with new low energy lighting.

A report has been received from Surrey Fire Prevention which included a number of items for PCC consideration and identified areas which needed to be reflected in a revised Parish Health and Safety (H&S) policy. A fire drill should be conducted every year, preferably at one of the larger / special services and at a standard Sunday morning service, with a staged evacuation to test procedures. Fire Wardens should be appointed and on duty at all services and other Parish events. There should be a visual inspection of Fire Extinguishers each month and a yearly test.

The Chipstead WI Banner, and two paintings of the Church, will be hung in the PA Hall.

Actions:

PCC will “walk through” procedures at a future meeting and drills will be arranged for a Sunday service and with a larger group.

Sides people will be trained on evacuation procedures.

Nigel will circulate the Surrey Fire Prevention Report to PCC, and amend the Parish H&S policy as necessary.

Nigel will arrange for the WI Banner and paintings to be hung in the PA Hall.

10 Defibrillator

Deborah has secured match funding (from the Community Defibrillator scheme) to assist in the purchase of a defibrillator subject to PCC approval to pay £750 towards this expense. PCC unanimously agreed to this expenditure which will be covered from the PMT fund.

11 AOB

Jill has investigated the possibility of St Margaret’s placing information about Parish activities, advertising service times etc in the CR5 magazine. PCC concluded that this could be a very good channel for increasing local awareness of the Church. Jill was requested to speak to the editor and report back to the March PCC.

Action: Jill will speak with the CR5 magazine editor to discuss the possibility of including Parish information, and will report back to the March PCC.

12 Date of next meeting

- 12th March 2024 – 8pm in the Parish Office

The meeting closed at 10pm with a prayer.

Annex

The Prayers of Love and Faith (PLF) document released by the Church of England following the Synod vote, including the suite of prayer which had been approved.

The Living in Love and Faith (LLF) Pastoral Guidance which accompanies the use and implementation of the PLF.

Bishop Christopher’s Address to Diocesan Synod which had been distributed to all clergy following the authorisation of PLF.

The record of the General Synod debate (GS-2328) – Hannah particularly drew PCC’s attention to the Summary of the Synod decision making process (pages 1-11), questions and answers explaining the theological process (pages 45-69), an Executive Summary of the whole process (pages 70-81), and Theological rationale for PLF (pages 87-107).

