

**PCC Minutes:  
Monday 23<sup>rd</sup> September 2024  
St Luke's Church, Grayshott  
Meeting 412 of the PCC in the Timothy Room at 7.00 pm.**

**Present:** PCC Members: Revd Jeremy Haswell (Chairman), Sheila Austin, Clive Loder, Hilary Loder, Anna Lescure, Alice Murphy, Viv Ward, Susanne Wavre, Philippa Whitaker.

**In attendance:** Licensed Lay Minister: Susie Millard; PCC Secretary, Edward Tobin

**1. Welcome and opening prayer**

Revd Haswell opened the meeting at 7.05 pm. He took a text from Isaiah 61 and opened the meeting with a prayer.

**2. Apologies**

Jeremy Hassell. Clive Purkiss, Graeme Bowerbank, Anne Gale-Jones.

**3. Minutes of PCC Meeting 411 on 22<sup>nd</sup> July 2024**

The minutes were agreed and signed by the chairman.

**3a Review of the Action Plan** (Matters arising) – agenda item 3a

**Sharing the Load** – Sheila had put an updated version on one-drive and suggested PCC members review it regularly.

Clive Loder advised the meeting that the term "Fire Safety Officer" for Richard Pimm opens issues of liability and should be replaced by "Fire Safety Coordinator".

The vicar pointed out that Penny Thomas runs a prayer corner in church before Sunday services.

**The Fundraising (Happy) Team** had met recently. Sheila commended Philippa and Ros Balfour's initiative to run a Bridge & Scrabble Drive. The recent "Last Night of the Proms" had raised over £900 for the church.

**A suggestion that I-know Church be replaced with Church Suite** was discussed. Anna Gilderson, Administrator, was more familiar with Church Suite and had calculated that it would be cheaper than I-know Church. Clive Loder pointed out that, using Parish Buying, I-know Church was less expensive for us. There was additional software with I-know Church that is free for C of E parishes, Clive suggested Anna investigates these add-ons.

**4. Church-School Link – presentation by Chairman of the School Governors**

**Agenda item 4**

The vicar welcomed Linda Holbrook who had previously been joint chairman and now was sole chairman of the Board of Governors of Grayshott School.

She explained that the school is C of E controlled which means that it is managed and funded by the local authority although the church has a big influence in the school. The school's mission statement is "Acorns to Mighty Oaks" with the idea of mighty oaks of righteousness with roots of Christian teaching in a loving supportive village and church family. The branches are a strong moral character with a love of learning. The fruit will be fulfilling lives that make a positive difference in the world. The school's values are Love, Joy, Respect and Courage. Everything the school does is embedded in and influenced by this vision for the school, the pupils and their families. The school aims to create a family that supports and anchors and gives a base that is caring and affirming. They teach life skills to the whole child so that they develop as a person.

The school is linked to the Diocesan Board of Education who provide guidance to the teachers and staff as well as the Board of Governors.

St Luke's Church provides a more local link and impact on the school. The Head Teacher, Richard Austin leads acts of collective worship and Jeremy our vicar also attends. Pupils are involved in the strong Christian teaching. Every Tuesday Susie Millard goes into the school to run "Open the Book" and the children come to the church for services at Harvest and Remembrance. Other services include the Christmas Carol Service and at Easter and the Leavers Service in July and parents come into church and see their children "at home in church" at these services. There are class visits to church to learn about the buildings and explore themes from the R.E. curriculum.

In school, each class has a prayer space. The school follows the Hampshire R.E syllabus. Susie runs an after-school nativity club in the second half of the autumn term in preparation for the St. Luke's Nativity Service. In Year One, every child receives an Advent Calendar from St. Luke's Church which includes the nativity story in a page each day and a puzzle for them to do with their parents. The children build a nativity scene piece by piece. There is a similar service on Palm Sunday with stories around the churchyard.

In Year 6, Susie runs a "Moving on" session about moving on to secondary school and every leaver is given a Scripture Union booklet and Bible at the Leavers' Service in July. Susie is looking at more ways to involve parents such as Messy Church.

Linda thanked the church for the Fircroft Trust which gives much needed funding for enrichment activities and gestures of appreciation for the staff. The vicar pointed out the stresses staff experienced last year with SIAMS and OFFSTED inspections and Fircroft money was used to bring in support. He thanked the work of David Williams in running the trust. Linda had seen several Fircroft funded projects take place in the school grounds in her six years as a school governor and said how much enjoyment these gave the children.

The vicar has responsibility for the Head Teacher's wellbeing. He also goes to the school for interactive worship. Linda and Alice Murphy are Foundation Governors and, in the past, the Youth Worker went to the school to do duties so the children got to know him.

Looking at how the church support for the school might be improved, Linda hoped that church members might attend PTA events such as the recent "GrayFest" event. She commended the recent start of WAFFFL services on Sunday afternoons. Linda asked for continuing prayer support from the church.

The vicar thanked Linda (as well as Liz Holbird until recently) in her demanding work as Chairman of the School Governors. Linda expressed thanks for the Head Teacher's support. She was satisfied that the school had its full complement of 15 governors.

Susie expressed disappointment that the church's mention in the school newsletter was always at the end.

Anna Lescure asked how church members might help the early years' children and support the PTA. Alice said that seeing church people as normal human beings and not scary. Susie mentioned a parishioner who had been going into the school regularly to support reading.

Susie asked whether the occasional prayer group for the school (attended by parents and church members) is continuing. Linda confirmed that it was.

If anyone wants to help in the school, they will need to be DBS checked through the school. Linda asked that volunteers should give a regular commitment rather than just one-off.

Susie concluded the session in prayer.

## **5. Reports**

Hilary explained that diocesan requirements state that **Safeguarding** must be included as an agenda item at every PCC meeting. **Not on agenda but action list (5)**.

Penny Thomas had submitted a report for this meeting which had been circulated along with an update of the Safeguarding Dashboard. This reflected the elevation of St. Luke's safeguarding from diocesan level 2 to level 3, which had only taken place a few days earlier. The dashboard therefore listed a lot of things that needed to be done now that we were in level 3.

Hilary commended Penny's report. At level 3 we must ensure that all activities taking place in the church e.g. the Base and the Thursday Lunch Club, are covered as well as the church activities covered in level 2. Hilary also said that she and Penny would ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the Diocesan Safeguarding Advisor (DSA).

Viv asked what would happen if we didn't go along with the diocesan plan and Hilary explained that we would compromise our standing with the Charity Commission.

The treasurer presented the **Finance Report** and supporting spreadsheets that had been circulated. Although the accounts were in a better state now, regular gift aid giving was still falling. **Agenda item 5b**

Philippa asked for clarification about reclaiming gift aid for online donations made via the Payaz machine. Viv explained that this is covered by a government GASDS scheme where charities can claim up to £8K /year in gift aid where the donor has not been specified.

Regarding next year's parish share payments, Viv had circulated a letter from the diocese giving guidance. The amount was £95k but we are up to date with the payments at present although we are only paying £6k /month since June. This will be reviewed after the next set of accounts. With decreasing attendance rates at services, next year's rate should be lower. He is in contact with other parish treasurers, and it appears that parish share payments have been increased for some by 8%.

Outward Giving payments totalled £12k. This was discussed at the Finance Working Group. The amount is 10% of the church's total income minus the restricted funds. Also excluded are special collections where the money does not go to the church as well as specific grants, charges for weddings and funerals. Grayshott Today magazine is no longer included as this now has a separate bank account.

Viv made a plea that he is informed of items that need to be budgeted.

**The vicar presented his report** (which had been circulated the day before).

**Agenda item 5a**

He reminded the PCC of the Church Development Plan which focusses on three points.

- Discipleship
- Small groups and growing the community
- Finance and fundraising

It is hoped that a PCC Away Day can be arranged.

Sheila presented her **churchwarden's report**. **Agenda item 5c**

She thanked Clive Loder for the work he had done on the Diocesan Path to Net Zero. At this stage, the report has not been circulated to PCC members. Plans include modifying the main church door to make it less draughty by creating an air-lock with glass doors. She also thanked Patrick Johnston for his comprehensive report about the weathervane on the church spire. He is also looking at upgrading the computers in the church office. The Vicar reminded the PCC that the next Quinquennial Inspection will be in April 2026.

Hilary presented the **Youth and Children's Work Report** which had been circulated. **Agenda item 5d.**

The EHDC grant monitoring document for 2023 -2024 has been submitted with all milestones met. We should be on track for a third year of funding.

The Revival Group held on Wednesday evenings had been diminishing in numbers and with no young people coming or waiting to come to it, the decision has been taken to close the club at the moment. Rhys will be spending his time making a community profile (as he had done for St.Bart's, Haslemere in the past). This looks at all the activities for young people in the area, the ages of the children attending and the times in the week that they operate. It is hoped that future planning can take account of other activities they may be attending.

The vicar reported on the monthly Tuesday evening **prayer** meeting. **Agenda item 5e.**

One of the home groups who meet on a Tuesday evening will attend this instead of their own home group

He commended the work of the emergency prayer chain WhatsApp group. They are careful to maintain confidentiality. Sheila reminded the meeting of the plan to have a box at the back of the church in which people could place cards with prayer requests. Hilary reminded the PCC of the previous prayer request book. Anna Lescure commented on the prayer tree in church which is looking a bit tired. A discussion followed.

The **Pastoral Group** had met and harvest services had taken place in two nursing homes. **Agenda item 5f**

Sheila asked whether the pastoral team had had any success with their plea for more volunteer drivers. Hilary reminded the meeting that volunteer drivers must be DBS enhanced.

The vicar mentioned Claire's report on **Outreach**. **Agenda item 5g**. There will be a Service remembering the departed on 27<sup>th</sup> October at 5pm with tea at 4pm.

The meeting finished in prayer and the grace at 9.30 pm

**The next PCC meeting will be held at 7.00 pm on Monday 25<sup>th</sup> November 2024.**