

Minutes of PCC meeting Monday 13th May 2024, Godalming Minster, Franklyn Rd.

Attendees: Simon Taylor (ST)- Chair, Jane Lambert-Secretary, John Harkin, Patrick Samuels, Sheila Samuels, David Wilkin (DW), Will Bryans, Seb Cheek (left at 21:30), Sarah Black, Steve Kinder, Martin Lambert (ML), Hilary Reeve, Patrick Elshen, Andrew Dunn, Leo Miles, Jill Mace, Malcolm Smith, Simon Willetts, Janice Arnold, Graham Sopp, Ian Tomes, Adrian Sadler, Mike Hawkey, James Wilson, Apologies:, Gavin Harper, David Chadwick, Dudley Hilton, Karen Hart.	
24-35	Opening Prayer and Rector's Comments ST welcomed everyone. and opened the meeting in prayer. Referring to 1Kings 19:11-13 he reminded us that like Elijah, as we look into the future, we will find God in the silence of our souls.
24-36	Standing Items: Declarations of Interest: Simon Taylor noted a potential conflict for item 24-43. Safeguarding Update DW As per papers. Attention was drawn to the need for all PCC members to complete the Diocesan safeguarding training as detailed and inform Jenny Lansdowne when this has been achieved. She will be sending out reminders to those who have not complied in due course.
24-37	Minutes of March 11th PCC Meeting. ST. These were accepted as an accurate record of the meeting and signed by ST.
	Minster Strategy Day for PCC and Staff, Saturday May 18th 10:00-15:00. ST Please advise Liz Gorst whether you are planning to attend and give thought to the questions to be discussed: - What will the Minster look like in 3 years' time? - What are the challenges and priorities? - How do we achieve our vision?
24-38	Review of policy documents ST thanked all who submitted comments. Responses will be sorted by the relevant sub-group and policies updated over the coming months. Administration of Communion ST. Further discussion among clergy has revealed this to be more complicated as different churches had different styles and approach to children receiving communion. This needs to be agreed by all, as well as complying with C of E policy. This will be brought back to PCC in July.
24-39	Annual Review of risk registers DW. This is still being worked on and will be brought to July PCC.
24-40	Annual Review of Inventories DW explained this is a complicated piece of work this time as it requires the assets of all 4 churches to be collated into a single document. This is in progress and will be brought to the July PCC meeting.
24-41	Finance Update ML apologised for the length of the papers but explained finance needs to be understood to inform discussions about fabric. The process for signing off last year's accounts in line with auditors' recommendation differs between former PCCs and was explained. ML summarised the budget update, noting that opening 2024 reserves are rather lower than forecast, costs have risen. Projected end-of-year reserves are therefore lower than the previous forecast and would be unacceptably low unless action is taken. Café Finances Jamie Wilson These are still being reviewed and will be brought to July PCC. ST thanked all Treasurers and finance team members for their hard work in managing the financial affairs.
24-42	Fabric Update CCTV and livestream camera at Church St: Simon Willetts We are still awaiting 2 more quotes for the work, which will be reviewed at July PCC. Busbridge Tower and Roof Repairs: Ian Tomes. As per paper, Ian explained serious issues have been identified on further inspection which will require unexpected additional expenditure. It is possible costs may rise further as work progresses, if more

problems are unearthed. There was discussion around possible sources of funding: grant applications, insurance claim, community-giving campaign, diocesan funding. Some of these have already been pursued. ST advised that a draft community fundraising campaign was being prepared and that some Diocesan funding may be available. Building team will continue to look at other funding options. It was acknowledged this work is urgent as there are potential safety risks.

Proposal: PCC approves additional budget supplement of £18,876 to proceed with urgent roof and tower repairs.

Proposed: Ian Tomes

Seconded: Jamie Wilson

For: 22

Against: 0

Abstained: 0

Thanks were expressed to the Buildings Team for all their work on this.

iii. 34 High Ridge Ian Tomes. As per paper. Ian summarised the challenges presented by the condition of the property and noted expected costs have exceeded original estimates. This prompted lengthy discussion around the following topics:

*We cannot reclaim VAT on spending on this property.

*We are unable to finance this from existing funds or reserves.

*Should we have a fund-raising campaign or sell the property?

*The original donors would be sad to see the original mission purpose lost.

*Had the property been sold 5 years ago, the return would have been far higher than the rental income received. Given variations in the stock market, had it been sold 10 or 15 years ago, the return would have been even more significant.

*The property has not been used for its original intended purpose of housing a youth worker for over 20 years. It is too small to be suitable to house a family.

*If the money derived from selling the property were invested, the income would be a restricted fund to be used for the original stated purpose which would be a more flexible resource.

*Central church/Diocese grants to support the setting up of Godalming Minster will cease from end-2025, needing around £100k of additional income to maintain current activities.

*We are unlikely to get a high price from selling the property as it is in poor condition.

*This is God's house to be used for God's work. We must maintain an attitude of gratitude in prayer.

PCC were not expected to vote today but were asked to give an indicative vote of how they were currently feeling about the issue.

7 were of the view we should go back to contractors to try to reduce costs.

11 were inclined to explore selling the property. Others did not express a view.

DW assured PCC that the Buildings team would look at both options and bring findings to July PCC when the matter will be formally voted on.

Thanks to Ian Tomes and David Wilkin for the time and effort put into this piece of work and everyone is encouraged to pray about this matter.

24-43

HR Update Martin Lambert

i. Youth and Children Team: As per paper. Following a request from PCC to investigate the recruitment and employment of the Youth and Children's worker, this has been looked at and the findings summarised. The role is being advertised on the Minster and New Wine websites. All are asked to publicise to anyone who may be interested.

Hilda Barrett will provide HR support to the recruitment process.

There was discussion around the following points:

*Job description: does this need to be a strategic role when we have a Youth Minister managing Youth and Children's Ministry?

*Are there other ways of filling this role?

	*Should we look to our own community and the talent and enthusiasm of volunteers? *The future of the church depends on our youth. *Volunteers are not always willing or able to do everything a paid worker could do. *Is there overlap with the Trinity Trust team? Could we work more closely with them? ii. Café Manager. Lizzie Soar, our current café manager has resigned and will be leaving end May. The post is being advertised. This prompted discussion around the following points: *Do we really need a manager? Yes, if we want to continue operating this as a mission project. *The assistant managers are already doing as much as they are willing/able. *We have many volunteers but not sufficient to fill the manager's role. *As a Minster we need to prioritise and can't always do everything we would want to. *Although the café was subsidised by £10,000 last year, the aim is for it to break even going forward and stringent efforts are being made to work out how this can be achieved. iii. Admin team: As per paper. Now Cat Garner has left, the work is being covered by redeployment of the existing team so cost impact is neutral. This will be reviewed in the summer to ensure it is working. iv. Minster Associate Vicar, Hambledon and Discipleship/Home groups Andrew Dunn.: as per paper. Following the campaign in Hambledon, the shortfall is expected to be covered. Exact scope and wording of the job description for the role is still being finalised but once decided, the job will be advertised. An article will be written for the Hambledon magazine to update the community. PCC members were asked to spend a few minutes in prayer for this appointment and the concern around housing provision this may entail. v. Contract for services for organist ML As per paper. It was noted that this will give more certainty around finance and that we are lucky to have such an accomplished organist playing for us. The contract will be finalised.
24-44	Candidate for Christian Ministry Training: ST As per paper. Proposal: PCC supports David Brockman to undertake LLM training Proposed: Patrick Elshen Seconded: Sarah Black For: 21 Against:0 Abstained: 0
24-45	Review of Church Family Support Fund ST As per paper. Any church member who knows of someone in need is encouraged to refer them for help from CFSF, via the Minster website. Henry Smith Charity Will Bryans summarised the purpose of the charity and the connection with the former Godalming parish as per paper. This charity will now be aligned with Godalming Minster and will be chaired by Michael Stubbs with Andrew Bolton as clerk. Thanks to John Harkin and Ian Coult for filling these roles over previous years.
24-46	Standing Committee Decisions Jamie Wilson. There have been none.
24-47	Reports from Teams: Other than Building, Finance and HR as discussed under earlier agenda items, there were none.
24-34	AOB: Will Bryans As per paper. Concern has been raised by the Health & Safety/Risks Committee about items stored in the crypt at Busbridge Church, Brighton Road. The matter is in hand and equipment will be moved as soon as possible.
	Date of next meeting Monday July 1st St Peter + Paul, Church Street.