



PARISH OF IFIELD MINUTES OF THE PCC MEETING

Held on 13th September 2023 at St. Margaret's Church

Present: Revd. Christine Spencer, Chair of the meeting.

Laity: Mr. C. Bell, Mrs. J. Bell, Mrs. N. Gater, Mr. M. Hull, Mr. I. Ironside, Miss V. Nicholls, Mrs. M. Pedlow, Mrs. L. Plunkett, Mr. R. Pudney, Ms. J. Silk, Mrs. S. Ward, Mrs C. Wilson (Secretary), Mrs. N. Wood

1. **The meeting opened with prayer** led by Revd Christine Spencer.
2. **Welcome and introductions** Revd. Spencer welcomed everyone to the meeting.
3. **Apologies received prior to the meeting** – Mr. M. Hull, Mr. K. Lawler, Mr. J. May, Mr. T. Strutt, Miss A. Wilson

It had been hoped that Archdeacon Angela Martin would attend the meeting. This was not possible due to a diary clash, but she will visit at another point in the future. The non-PCC GITF members (Tony Eden, Susan Gilbert and Susan Maries) had been invited to discuss the GITF update, but were unavailable.

4. **GITF Update and discussion:**

More converted: Jill Bell gave an update on the Christianity Explored course planned to start on 23rd September 2023. Unfortunately just two enthusiastic children and one adult have signed up. The course has, therefore, been postponed, although a different day or time may be considered to see whether this helps attendance. St. Andrew's ran an Alpha course as part of their Sunday service, and we could perhaps do the same. Naomi advised that they started with 10 am breakfast, then a video, then discussion. There was no eucharist held during the service. This might be something we could consider for a 4th Sunday service with an 8 am Eucharist that week. Initially, we need to get people coming to church, create relationships and then consider offering them a course.

More open: The photos have been done.

Family Service - what can we do to get more people through the door? There are new people coming, but people are not coming every single week; there is a more relaxed attendance. Should we consider a different service at 11 am? There are a variety of services at 9.30 am, if there were another choice of a later service for families, they may be able to get to this more easily. The alternative worship style and music that was provided by Refresh and First Sunday service are missed. The 11 am eucharist service is not always accessible to younger children - could we plan the service to accommodate them in some way? Could the family service at 09:30 on 3rd Sunday monthly be moved to 11 am? The Family service is a good bridge between FIISH and the 11 am Eucharist service. Links could be built upon with the school and we could invite them in by class once a month. FIISH is held on 2nd Sunday, but could this be on 4th Sunday too. Naomi pointed out that on the 4th Wednesday we have the new family service starting in the evening, so we should not need an extra FIISH service currently. On the 1st Sunday monthly, there is an 8 am said eucharist service, followed by the 11 am service. Baptisms also take place 1st Sunday monthly. A 5th Sunday service, which could be at 10.30 am., could be a completely different service with an amalgamation of ages, however, there are few 5th Sundays yearly, and they often coincide with special occasions, such as harvest. Moving the main service to 10.30 a.m. may cause some confusion, therefore keep to 11 am on all Sundays. FIISH has been running for 11½

REG. CHARITY: 1132318 – THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF IFIELD years now. Sarah Ward and Nicky Wood both offered to help at FIISH.

It was agreed that moving the 9.30 a.m. family eucharist service to 11 a.m. on 3rd Sunday monthly may take some time to sort out. The FIISH team would be happy to meet with Christine to help develop this new All Age Service. The music will need to be kept lively for the new service and engagement with video lyrics would be good. Nicky Wood would be happy to share the music that they have at school. The new 11 am All Age Service could be established over the next year, with a view to running a conversion course from September 2024.

Choir – A Harvest Songs of Praise is planned for 1st October 2023 in addition to an Advent service. The school have a choir and it would be good to engage with them. They could be invited to sing at the Open Door on 1st Wednesday monthly and the 11 am Family Service.

We have an A-frame board outside church, but it would be helpful to have one on Rusper Road. The cost is around £200. **Action: Rob Pudney will contact Crawley Borough Council regarding A-frame permission.**

Rob Pudney suggested an open time event where we can invite community groups into church so that they can see who we are.

There are nearly 600 members on our Facebook page. The Men's group have a skittles evening planned for 3rd October; details of which can be shared on Facebook.

SMILE ladies group need to re-group. A SMILE email address will be set up to provide a communication group. **Action: Clare to contact Carl to request this.**

More engaged: The rewilding of the churchyard is going well. Rita Strutt gave a talk to parents at the youth groups, and one family came last Saturday to help with re-wilding. Another session is planned for 16th September and another in October.

More generous: A gifts and talents fair is planned for the last week in October to run for a month. A list of jobs, with a job description and who to contact for more information, will be provided for people to sign up to undertake. All are welcome to suggest suitable jobs.

The stewardship leaflet has been issued and will be reviewed in October.

The 200 Club could do with more members. A leaflet drop has taken place. Friends of St. Margaret group was set up for fund raising, and as a community group for organising a Christmas Fair, but is not active currently.

The Giving plate has unfortunately not been taking donations as the internet has been going down. This has been an issue since July. The plate is being used when people come into church only; it is no longer being handed around during the service. Regular church attenders need to be encouraged to give via PGS, as an additional 25% is received. The Goodbox still works.

Action: Chris Bell will look into the Giving Plate issues.

We have plans in place for GIFT actions. The PCC and GIFT team will meet again in Spring 2024 to review actions. It would be helpful to have a spreadsheet of ideas that we can update.

5. Approval of the minutes of the PCC meeting 28th June 2023

James May asked that it be noted that item 19 iv states that the 200 Club proceeds had been ring fenced for restricted use for the church buildings *and* Lychgate Cottage. However, the 200 Club was set up for church buildings only. The minutes were corrected. Revd. Spencer proposed that the minutes be accepted as a true record. With the correction, all agreed that the minutes could be signed as an accurate record of the meeting and a signed copy will be placed in the PCC file in church. Subject to redaction by Revd. Spencer, the minutes will be scanned and uploaded to the church website. **Action: Revd. Spencer and PCC Secretary**

6. Matters arising from the minutes of the PCC meeting 28th June 2023:

i. 8i6) Diocesan Energy Grant £2000 - Currently Ifield Parish is paying less than a third of the Parish Share to the Diocese. We cannot donate a grant to another charity. Therefore, we either decline the grant or accept it and, as it leaves us in a better position, that we pay it back as Parish Share. We have not had a gas bill lately, and our financial statement shows that we are in deficit. This was a grant given to a number of churches to put towards heating costs, and should be used as such. A lot of money has been spent on the boiler. Andy Ironside advised that we may be in a better position in six months' time. It would be hoped that we can use the church as a warm space later in the year. Revd. Spencer proposed that the PCC accept the Diocesan heating grant, and that we aim to make an additional payment of Parish Share in due course if we are able to at the end of the financial year. The PCC approved the proposal.

7. Finance

a) The Finance report for month ending July 2023 had been circulated prior to the meeting. We are overspent. The deficit is £32,500, but if the shortfall in payments to the Diocese is removed, then we are breaking even. There are three weddings planned for next year. Local hotels are offering package details for £1500, which we cannot compete with.

8. Worship Matters

- i. The Christianity Explored course has been cancelled.
- ii. Family church 5pm evening service on last Wednesday monthly will start on 27th September. Plans are in place for this.
- iii. The Harvest Festival has been moved from 24th September to 1st October to allow for an FSW talk on 24th September. The Scouts Harvest festival will remain on 24th September at 0930 am and they are collecting donations for Easter Team. Jill Bell recently took part in a sponsored walk for FSW and has raised £440. The Harvest donations on 1st October, both financial and food, will go to FSW.

9. Deanery and Diocesan Matters

Rob Pudney, Lay Chair of the Deanery Synod, provided a brief report prior to the PCC meeting as no meetings have been held.

It was noted that the Deanery Treasurer, Jeremy Kaye, has no access to IT and that any email sent to treasurer@swithq.org.uk is received by Aezandra Durrant, who will print it and pass a hard copy to Jeremy.

10. Buildings matters

i) Building Committee update – Kevin Lawler had provided a report prior to the meeting. Martin Hull talked through the report. An incumbent architect is to be appointed. Three have been interviewed and Jonathan Cerowski is being considered in principle. The quinquennial inspection will be carried out in due course. Kevin has met with an electrician to discuss replacement lighting and quotes for a CCTV system. Updates will be provided on the progress. The Lychgate was in urgent need of repairs, and a temporary fix has been made. Some decay needs to be reviewed and some repairs can be made, although this entrance is listed. A Lychgate Cottage working party has taken place and some work has been done. Gutters and drainage have been repaired and windowsills replaced. The prefab extension damp has been repaired and sealed. One toilet has been decorated. Plasterwork has come down near the office doorway and requires repair. The domed lights in the footpath need cementing in and Martin will look into this. A survey of Lychgate Cottage was undertaken a couple of years ago, with repair work estimated at over £100K. It is being kept going, but in future will need urgent structural work. We are not there yet, but serious decisions may need to be taken in due course. The Building Team will keep an eye on this. There are no foundations, so there is rising damp. The work that Kevin and Martin have been doing is much appreciated. It was asked whether we might be able to apply for a grant towards refurbishment of Lychgate Cottage?

Action: Revd. Spencer will email the Diocese to ask whether there are organisations we can contact to raise funds.

ii) Church heating – Kevin is going to speak to Hilton Croft, the boiler engineers, to ensure that the boiler is serviced. This will be run at 17°C during the winter.

With regards the work on the replacement lights and CCTV, it would be helpful to get this work completed, with the Archdeacon's permission, as soon as possible on a security basis, it will enable us to keep the door open. The CCTV will not need any drilling. The quote received is around £3000. The PCC agreed that the Standing Committee and Building Committee could move this forward and expedite it. The lightbulbs need changing for LEDs and new uplighter fittings need to be installed. Kevin will be asked to obtain another quote and, if similar, i.e. not exceeding £5000, then to go ahead. We need to use the existing brackets, rather than requesting a faculty. A proposal was made that the Buildings and Standing Committee move the lighting and CCTV project forward and spend no more than £5000 on this work. The PCC were all in favour.

iii). New Inspecting Architect for Ifield Parish – Jonathan Cerowski. The Diocesan Advisory Committee (DAC) need to approve the Architect initially.

11. Children and Youth work – Mrs. Naomi Gater

Naomi's report had been circulated prior to the meeting. Naomi advised that she is offering a second Little Dragons session weekly on a Friday afternoon, in addition to Monday mornings. Naomi has sufficient help to run this. Naomi was thanked for all that she does.

12. Safeguarding

Safeguarding report – Amy Wilson had reported that she was not aware of any safeguarding issues.

13. Mission Update:

Revd. Spencer reported that outreach to the elderly has increased with a monthly visit to Deerswood Care Home, in addition to Ifield Park. These visits are supported by a team of parishioners. With Christmas approaching, carol services may be held at the homes.

Open Door mornings have taken place twice. These are held in church on the 1st Wednesday monthly. Around eight people, who are not already linked to the church, have attended these sessions. This provides a warm space for fellowship and is appreciated. A speaker from Age UK will be visiting the sessions, with a view to referring people to attend.

Rewilding project – the group are working on a bronze eco award, hopefully by Easter.

Two baptisms, two funerals, two ashes internments and one electoral roll application can all be considered mission opportunities.

14. SMITCH update:

Rob Pudney provided a short report and advised that another parade collection for the Easter Team is planned for 18th November, and that we could do with some more people to help with this. There is a clash with the Diocesan Synod on that date. Four dates are in the pipeline for parade collections next year.

15. Health and Safety There were no other incidents to report.

16. Insurance Matters -

Naomi Gater requested that the visit to the Panto at Ifield Barn Theatre by the Youth Clubs on Friday evening 15th December 2023 be covered for insurance. This was agreed.

17. Correspondence

A further email had been received from Mr. Graham Plunkett in response to the PCC's reply to his previous email. This refers to rental on Lychgate Cottage, decorating plans, the poor condition of Lychgate toilets (and the PCC's responsibility as an employer), the 200 Club fund (which we are now aware is ring fenced for church building only, not Lychgate Cottage), the plans for solar panels on the youth room roof (Graham would question this as the building is in poor condition) and the Building fund. This was read aloud at the meeting. Prior to the PCC meeting the email was shared with Revd. Spencer and the Treasurer, Martin Hull advised that the Buildings Committee had also received this, and that he had been in contact with Graham to discuss the work being done on the cottage. The work on the toilets and the painting is in hand, but this dependant on vol-

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unteers being available. These roles need to be included on the sign-up sheet for the Talents Fair.
Graham requested confirmation that the Building Fund is restricted, and James May has confirmed
that it is. Martin Hull advised that plans would go through proper process in due course. No time-
scales have been set as yet, but the PCC will be kept updated.

18. Any Other Business:

- a) Change of date for PCC meeting – Revd. Spencer has been invited to support Bishop Martin
as Liturgical Chaplain on 22nd November 2023. She requested that the date of the next PCC
meeting planned for that date be amended. This was changed to Monday 20th November
2023.

19. Review of meeting

It was agreed that the PCC code of conduct had been met.

20. Close of meeting There being no other business, Revd. Spencer thanked all for attending. The
meeting ended with The Grace at 21.35.

Signed.....  Date..... 20/11/23
Chairperson of the meeting

Dates of future Ifield PCC meetings during 2023/24:
All at 7.30pm at St. Margaret's Church:-

Now Monday 20th ~~Wednesday 22nd~~ November 2023 – Plan Budget for 2024. Confirm Parish
fees for 2024.

Wednesday 31st January 2024 – Agree date for APCM. Reconsider GIFT plans and actions

Wednesday 13th March 2024 - Approve year end accounts 2023, Annual PCC Report 2024
and Child Protection / Safeguarding Vulnerable Adults Statement 2024. Consider plans for
Patronal festival on 21/7/2024

Annual Parish Meeting & Annual Parochial Church Meeting:
To be held after Easter on a Wednesday during April 2024 – date to be agreed in due course.
Followed by a meeting of the new PCC.