**NOTES FROM THE PCC MEETING**

**HELD 23rd MAY 2021**

**CONFIDENTIALITY**

Fr Michael reminded members that confidential matters needed to be kept within the meeting and not discussed outside it. Notes of the minutes, omitting confidential details but adding background context where necessary, were published in print and on the church’s web-site.

**PCC FINANCIAL LIABILITY**

A personal copy of the Diocesan PCC Financial Liability Statement was given to each member present (and copies had been circulated to those unable to attend today).

**ADOPTION OF THE FORMAL SAFEGUARDING STATEMENT 2021**

The House of Bishops’ “Promoting a Safer Church – Safeguarding Policy Document” was AGREED and a formal safeguarding statement was signed by the Vicar and Churchwarden and will be displayed in the Church and in the Church Hall.

**APPOINTMENTS**

The following were AGREED:

**Officers:**

**Chairman** The Rev’d Michael Payne

**Vice Chairman** Dennis Ashurst **Treasurer** Barbara Potter

**Secretary** Mike Welch **Electoral Roll Officer** Doreen McIntosh

**Sub-committees:**

**Standing Committee –** The Rev’d Michael Payne, Dennis Ashurst, Doreen McIntosh,

Barbara Potter, David Rawlinson, Mike Welch.

**Ministry & Mission Group -** The Rev’d Michael Payne. Co-opted: Liz Abedi, Wendy Giles.

**Fund Raising & Social Committee** – Jenny Rawlinson, Barbara Potter, Janet Trevor.

Co-opted: Sylvia Casey, June Cook, Mavis Prater.

**Building Maintenance Committee** – Dennis Ashurst, Barbara Potter, David Rawlinson.

Co-opted: Mark Beattie.

**Nursery School Management Committee** *(Church representation)* - The Rev’d Michael Payne,   
Ann Ashurst, Anne Welch.

**Other Appointments:**

**Churches Together in Gravesham -** Mavis Prater **Data Protection Officer** **-** Mike Welch

**Parish Safeguarding Officer** **-** Janet Trevor **Health & Safety Officer -** Mike Welch

**FINANCE**

It was noted that the cash flow situation beyond about the middle of 2021 was problematical.

A suitable course of action was AGREED.

Revenue from The Church Hall normally keeps the church from falling into deficit and this source of income has reduced drastically during the various lockdowns . New groups are now seeking to book the Hall and as they materialise, their income will help the church’s financial situation. Elaine Walker, who had formerly handled Hall bookings, was thanked for her past services by Fr Michael. One-off casual bookings will not normally be accepted in the future as the effort required in many instances is not commensurate with the financial benefit obtained.

Fr Michael thanked Barbara for her work in keeping the accounts diligently and effectively.

**DATES OF PCC MEETINGS IN THE REMAINDER OF 2021**

These were AGREED as follows: 15 July, 23 September, 18 November.

Mike Welch (PCC Secretary) 16/6/2021