



## PARISH OF GREAT BERKHAMSTED

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Meeting of the Parochial Church Council to be held via Zoom on Tuesday 17<sup>th</sup> November 2020  
at 8pm

### MINUTES

Present: Stuart Owen (Chair), Julian Dawson (Secretary), Olivia Davies (minutes), Mark Grego, Alan Conway, Astrid Biddle, Carolynne Charman, Chris Beauchamp, Christopher Green, Christine Cowie, David Cooke, Oliver Fradgley, Peter Matthews, Susan Holmes, Jonathan Lee, Mike Below, Pru Murray, Tim Hennessey, Richard Hackworth, Nick Goss, Hilary Elliot

1. Prayers And welcome to new members: Peter Matthews, Christine Cowie, Susan Holmes, Oliver Fradgley, Nick Goss and David Cooke.
2. Apologies – None
3. Notification of matters for consideration under Any Other Business:
  - a) Confirmation of David Carlton as Castle Federation Governor
  - b) Faculty regarding monument on Rectory Lane Churchyard
  - c) Festival of Light contribution
4. Approval of Minutes of the PCC Meeting held on 20<sup>th</sup> October 2020 – Approved
5. Matters Arising Who is contacting EIG to supply local contractors
  - a) SO contacted EIG (Ecclesiastical Insurance Group), they have no approved contractor so the Building's Committee need to find a local builder to apply the smart water.
  - b) Tenancy on CHC extended to 4<sup>th</sup> April
6. Standing Committee Reports
  - a) Berkhamsted Civic Centre development – SH to report with Item 10.
  - b) RH: Work on ASH is complete and it has been advertised for let since Friday 13<sup>th</sup> Nov, there is considerable interest with 2 viewings booked in.
7. Election of PCC Officers and confirmation of PCC committees  
JD circulated current committee members prior to the meeting.  
SO suggests that if any PCC are interested in joining any of the committees they should speak to the Chair of that committee, sit in on a meeting and then find out more. If anyone wishes to step down from a committee please contact the chair of that committee and then let the PCC secretary know.  
SO stressed that we have the opportunity to draw in the talents of the wider congregation therefore if you are aware of anyone in the congregation who has skills and gifts that would be well placed in those committees, speak to the Chair and find out if extra help would be useful and then speak to the individual.  
Lay-Vice Chair of PCC: Mark Grego. TH proposed, OF seconded.  
Secretary: Julian Dawson. RH proposed, NG seconded.  
Treasurer: Richard Hackworth CC proposed, NG seconded.  
\* RH added that he would like to step down from this role at the beginning of 2022. TH suggested that, because of the complexity of this role, it would be helpful to have someone work alongside RH for a few months. SO suggests a discussion in the standing committee about a recruitment process.  
Electoral Officer: Hilary Armstrong. AB proposed, PM seconded.

Composition of PCC standing committee: CC proposed, OF seconded

**Vacancy: Health and Safety Officer (in the absence of someone it's with the church wardens).**

\* Particularly at the moment this is a vital role, therefore some thought by the Standing Committee by the next PCC meeting as to who can take this on.

## 8. Committee/Group Reports

### • Finance RH

RH circulated his report prior to the meeting.

TH commented that the report provides a sober background to some of the other items on the agenda and we need to consider our less than ideal financial position when making plans for the near future.

Conversation about encouraging online donations and the current planned giving (which makes up a large part of our donated income). RH added that donated income has increased over the past 6 months.

SO: Suggestion of a stewardship campaign in the new year. TH reminded us that this requires constant thought and conversation.

**Action: RH will produce a financial plan for 2021/2022 by the end of the year.**

**Action: Focus group meet for a conversation about encouraging giving, if anyone would like to be part of this group speak to JD.**

### • Buildings Committee MG

MG circulated minutes of the last meeting.

Update on the roof security:

- New alarm to be installed 18<sup>th</sup> Nov.
- Smart water: waiting on the Quinquennial inspection report that will identify any roofing repairs that are required so can tie that in with the application of smart water, need a roofing contractor to apply it (as mentioned in Item 5a.)

AB has pinned down the stone mason to fix the South Transept on the 21<sup>st</sup> Nov.

Currently working through the fire safety assessment but MG a full risk assessment of the whole building will be needed.

AB has spoken to Sunnyside Rural Trust regarding the maintenance of the Churchyard.

### • Pastoral Committee CC

Telephone calls continue to be made but otherwise nothing to report.

### • Court House Group

Hasn't met since the last PCC meeting.

Upstairs window near the office has a broken latch that needs fixing ASAP. TH will go in on Friday to have a look if he can fix it.

## 9. 800<sup>th</sup> Anniversary (PM)

There will be an extra bank holiday in 2022 to mark 70 years of the Queen's accession which ties in with our celebrations.

PM circulated report on 800th Anniversary activities prior to the meeting with PowerPoint outlining Vision and Focus and a Draft leaflet on the Churchyard project plan.

Two strands to the planning:

1. Coordinating local groups: 800<sup>th</sup> Festival (yoga, music, art exhibitions)
2. Churchyard project

The Churchyard is central to the community therefore it makes sense to ask the congregation and local community what they would like to see in this space. This will be opened up for consultation until the beginning of Jan 2021 then will review what comes back and draw up a plan.

PeterM is meeting the Town Council on 18<sup>th</sup> Nov to discuss their ideas and the funding they can provide for this space.

TH commented that "Seek funding requirement" was quite late on the timescale and we need to scope out how we're going to fund this earlier on. PM responded we need to get the community to buy into the ideas before they support it financially.

MG queried how we might link this to fundraising for the Courthouse. PCC decided it might be confusing if we put them together.

NG added that planning must consider the accessibility of the Churchyard space.

AC queried who is responsible for the Churchyard? CG responded that the Local Authority (Dacorum Borough Council) delegated the responsibility to the Town Council who in turn have delegated to the Friends of St Peter's. Therefore, engaging the contractors to undertake the work is the responsibility of the Friends.

Action: PM will email the congregation to get their ideas and to ask if anyone wants to be part of a subcommittee.

#### 10. Eco-Church SH

An environmental award system that aims to improve environmental awareness and is currently being promoted by the diocese. St Peter's applies by registering and completing a survey that was distributed to the PCC prior to the meeting. Very positive response from the PCC.

Action: SH will begin looking at this survey, identifying what are we already doing and what are easy wins.

Further on there will be questions raised about new actions that can be taken.

Civic Central – Local groups want to have a say and involvement in decisions on what the Civic Centre is used for as it is redeveloped.

#### 11. Streaming services JL

Acknowledged the success of current streaming and the difference it has made to people. People from all around the world appearing online for services. We are currently relying on borrowed equipment and a temporary system, if streaming is to continue a more permanent set up is required with the ability to add slides, hymns, donation pages etc.

JL asking for authority to get input from experts in this field, doesn't expect to be hugely expensive but fixing a couple of cameras and softwares.

AC questioned should we be focussing our efforts into making Church more accessible for older people as this is vital to making them feel part of the community. Also commented on the poor sound quality of the current streaming system.

TH responded that it is not an either or: we want to encourage people to church but through streaming we are able to tap into a group of people who haven't come into the Church.

CG inputted that the sound system has only been renewed recently and if people are unable to hear the streaming we need to look into what is happening. Action: speak to Michael Anderson.

PCC are happy for JL and TH to have a conversation to pursue this.

Action: JL and TH to have a conversation with Alan Frost from the DAC about the next steps to pursue this.

#### 12. Bells MB

Described the bellringing youth outreach work that is currently happening with the Duke of Edinburgh group who rang their first service on Christmas Eve

Maintenance to the bells is needed a lot of the time and the only financial income is from weddings which is slowly diminishing.

Why do we have bells? Call to worship, mark town events and anniversaries.

Need significant maintenance if we are to make them viable for the longer term. MB is not aware of any safety issues that mean the bells cannot be rung at the moment. MB is bringing it to the attention of the PCC so they can decide what role the bells should play in the life of the Church and then decide if significant money should be spent in the next 5 years.

Two spending options:

- £20, 000 (short term temporary expenditure, wouldn't be good value for money)
- £50,000 option (this sum can be reduced by £5000 if St Peter's can provide local labour, MB has spoken to the building committee about this).

JL: bells are hugely important to the worship but also to the town and appreciated by the wider community.

Questioned whether there are funds available for bell restoration? MB is not aware of funds outside the bellringing community. Both local bellringing committees has funding available.

PCC in agreement with JL, suggest organising a dedicated fundraising event.

Action: MG to add "Bells" to the buildings committee expenditure plan.

Action: Prepare a strategy for how we take this fundraising initiative to the wider community.

#### 13. Lockdown Update: If restrictions are lifted when the government originally said they would be, we will have two more services streamed and resume services in St Peter's on the 6<sup>th</sup> December.

Thanks to JL, AD and OD for the online choir, music and children's activities.

SO currently planning for additional Crib Services and an additional earlier Midnight Mass.

13. Date of Next Meeting –**PCC 23<sup>rd</sup> February**
14. Any Other Business
  - a) Confirmation of David Carlton as Foundation Governor. Approved.
  - b) Faculty regarding memorial in the Rectory Lane – approve the resolution. OF proposed, CG seconded.
  - c) Festival of Light: Everything Berko initiative to “Light Up the town”, Peter McMunn will light up the west window, JL is speaking to Berkhamsted School about borrowing lighting equipment.  
DC: Advent Proposal: Lighting up the outside of the Church with projected candle imagery and wording - ‘hope, joy, peace and love’. DC is researching environmentally friendly outdoor lighting. It will require a projector and outdoor lighting.  
TH will circulate an email to the PCC.  
PM mentioned the town’s advent project for shop windows so families will be walking down the high street and it would be a great way to draw attention to ST Peter’s.
15. The Grace