

## Holy Cross Church Binsted Parochial Church Council

Minutes of the meeting held on Monday 7<sup>th</sup> November 2022 at 2pm at Sunnycroft,  
The Steet, the home of Jonathan and Susan Bourne

Those present: Stella Croom-Johnson: [Deputy Chairman & Church Warden];  
Cathie Weldon [Churchwarden]; Christopher Ogilvie Thompson [Assistant Priest];  
Andrew Croom-Johnson [Treasurer]; Kathy Ogilvie Thompson [Deanery Synod  
Representative]; Pam Smith; Nick Carter, Andrew Hunter Johnston; Kay Hunter  
Johnston; Jonathan Bourne; Angela Dunne [Secretary]

		<b>Action</b>
<b>1</b>	<b>Welcome and opening Prayer</b> Christopher opened the meeting with a prayer	
<b>2</b>	<b>Apologies</b> Matt Boyes	
<b>3</b>	<b>Minutes of the meeting held on 26.09.2022</b> Approved and signed by SCJ	
<b>4</b>	<p><b>Matters Arising from the minutes held on 26.09.2022</b></p> <p><b>5.2 [f] Friends of Binsted Church</b> – KHJ stated that she has researched details of how to set up a Friends Scheme and has various documents which outline the process. After some discussion, it was agreed that we all need to think and pray to determine whom in our local community could be approached to be involved in the scheme. A small committee would involve non-Church members but who are passionate about the historical church building and a member of the PCC. In addition, an article will need to be written for the February issue of the parish magazine and notices made available in the Church for visitors. KHJ agreed to send the documents to PCC members</p> <p><b>7.2 Single Parish – report from the joint PCC Benefice Meeting and the next steps</b> – it was unfortunate that Matt was unable to give his update at this meeting, therefore this will be carried forward to the next meeting.</p> <p><b>10[b] Organ update</b> – AHJ reported that he is waiting for the detailed drawings from Makin’s manufacturers regarding the positioning of the new cables and the location of the speakers for the new organ. A faculty can then be applied for which will include the removal of four or five pews. It was agreed that an article is written for the February issue of the parish magazine which describes and explains the changes necessary to accommodate the new organ.</p>	<p><b>KHJ</b></p> <p><b>ALL PCC</b></p> <p><b>MB</b></p> <p><b>AHJ</b></p>

<p><b>5</b></p>	<p><b>Safeguarding</b> – Susan Bourne introduced herself to the PCC. She explained that she is an ex Headteacher and has previous experience of safeguarding. She has recently completed Basic Safeguarding and Foundations and Local Leadership courses, Safer Recruitment and Domestic Abuse Awareness courses. Susan stated she has the following actions:</p> <ul style="list-style-type: none"> <li>• To meet with Gemma regarding the safeguarding procedures in the Benefice.</li> <li>• to introduce herself to the congregation at a future service.</li> <li>• To meet with the other safeguarding representatives of Bentley and Froyle Churches and to write a joint short piece for the Newsletter and parish magazine in the New Year.</li> <li>• To communicate with Jackie Rowlands [Diocesan Safeguarding Manger]</li> <li>• To register as a PSO with Winchester</li> </ul> <p>Finally, Susan confirmed that if anyone has any safeguarding concerns of children or adults in the Church community she is the “first port of call” to go to. Susan would then record the concerns and then pass on information to Jackie Rowlands for any further action required.</p>	<p>Susan Bourne</p>
<p><b>6</b></p>	<p><b>Finance-</b></p> <p><b>6.1 Report from the Treasurer</b> – ACJ had sent a draft copy of the analysis of income and expenditure for the period of 1<sup>st</sup> January 2022 to 31<sup>st</sup> October 2022 prior to the meeting. A copy of which is in the minute file. ACJ had asked for questions prior to the meeting. His answers are summarized below.</p> <p>[a] The administration figure was rather high due to proportional payments paid to cover the costs of producing the parish magazine, the new Benefice computer, the vicarage mower, the advert for a new Vicar and new AV equipment for Binsted Church.</p> <p>[b] The Churchyard expenses were higher than normal as we had work done to the trees in the churchyard following the storms earlier in the year.</p> <p>[c] Due to the closure of Binsted Church for its urgent repairs, fees received for two weddings have had to be passed to Bentley Church where the weddings were transferred to.</p> <p>There is a continuing action regarding a claim to the insurance company to recover loss of earnings.</p> <p>[d] It was agreed to plan for a Gift Day so that new people may join the parish giving scheme and existing people have the opportunity to increase their giving. However, it is recognised that this may be difficult for some people due to the increase in the current cost of living.</p> <p>[d] ACJ stated that a number of payments have been made this year for repairs to the Church identified by the builder responsible for the storm damage repairs. It was considered sensible to complete these whilst he was in situ.</p> <p>The next Quinquennial is scheduled for March 2023, but it is hoped that no new urgent repairs will be highlighted.</p> <p>[e] ACJ has made the tythe donation payments to the three charities that Binsted Church supports.</p>	<p><b>ACJ &amp; SCJ</b></p>

	<p><b>6.2 Fundraising –</b>  <b>[a]</b>SCJ stated that approximately £6,500 has been raised so far towards the East window restoration appeal. She also commented on the information provided in her Fabric report that the Church Commissioners are liable for a significant portion of the costs as the window is in the Chancel and that once quotations have been received, she will apply for the grant. In addition, an application is being made to Cambridge university who have grants available for projects such as ours.  <b>[b]</b> AD was thanked for the line dancing sessions she led this Autumn which raised over £200. She said that she would run more sessions in the Spring.  <b>[c]</b> AD said that she would gather more information about running a Come Dine with me event in the new year and advertise this in the February issue of the parish magazine.</p>	<p>SCJ</p> <p>AD</p>
<p>7</p>	<p><b>Feedback on recent events</b></p> <p>7.1 Harvest Supper – ACJ reported that this was a very successful social evening. The net profits were divided between the Church and the Wickham Institute. The Church has received £626.50</p>	
<p>8</p>	<p><b>Planning Ahead for Future Events</b></p> <p><b>8.1 Remembrance service to begin outside the church at 10.45, then the service will continue inside.</b> SCJ said that this will be the first time the Church will have been open since the repairs have been completed inside the main area of the Church. However, work is continuing on the Bell tower. It was noted that there will be a testing session of the AV equipment once it has been put back into place on Wednesday this week.</p> <p><b>8.2 Re- dedication service for the re-opening of Binsted Church –</b>  This will take place on 27<sup>th</sup> November. Although it is the first Sunday of Advent MB has agreed that flowers can be displayed. PS was asked to pass on our thanks to Sam Barrow for organising the flower displays with the flower team. Offers of donations for the flower displays will be requested at the end of the service which people can take home with them. It was also suggested that the Christmas tree is in place too with its decorations.</p> <p><b>8.3 Messy Church 20.11.20 –</b> AD said that a planning meeting is taking place on 10<sup>th</sup> November. However, she has the idea that the children and their families can make a nativity scene. Therefore, shoe boxes and other resources were required. In addition, help was needed to set up the tables at 2pm with NC. ACJ offered to help.</p> <p><b>8.4 Christmas fair and Village Advent windows –</b> AD asked for offers of help to set up the hall at 3pm on Friday 2<sup>nd</sup> December. In addition, she asked for donations of raffle prizes, mince pies, jewellery, children’s’ books and nearly new gifts.</p> <p>AD was pleased to report that most of the dates in December to display Advent window designs were now filled. She was going to contact the Parish Council to obtain a map of the village and then mark which houses were displaying the windows. The community Facebook page, Binsted Schools newsletters and the Binsted Church news reports will inform people.</p>	<p>PS</p> <p>AD NC ACJ</p> <p>AD</p>

	<p><b>8.5 Real Nativity</b> – COT stated that he had contacted a couple of people who might be interested in running this event. However, it was concluded that it is too late to organise it this year. It was suggested that a small team of people organise the event next year and start to plan early and meet in April/May, 2023.</p> <p><b>8.6 Village Carol singing</b> – this will take place on Tuesday 20<sup>th</sup> December. People will be asked to arrive outside the Church at 5.45pm with the aim of setting off at 6.00pm. After singing around the village, it is proposed to finish at the Binsted Inn. The collection this year will be in aid of Karamoja.</p> <p><b>8.7 Christmas services</b></p> <ul style="list-style-type: none"> <li>• Christmas Eve - 10pm Binsted Midnight Communion service led by Matt</li> <li>• Christmas Day communion service at 9:30 am led by Christopher</li> <li>• Sunday 1<sup>st</sup> January 2023 Benefice Communion service at Binsted 11.am led by David.</li> </ul>	<b>SCJ</b>
<b>9</b>	<p><b>Fabric Report</b> SCJ had sent out her Fabric report to all members of the PCC. A copy of which is in the minute file.</p> <p>[a] SCJ reported that she had received a quotation to complete repair work to the font's plinth, repairs to the loose structure found on a pillar and repairs to two floorboards, therefore she asked that the <b>PCC approve the costs of these repairs up to a limit of £2,002. This was proposed by KOT and seconded by AHJ.</b></p> <p>NB SCJ stated that the quote she had received seemed rather excessive therefore she was going to seek advice from Dennis Smith to see if the work could be done cheaper.</p> <p>[b] SCJ said that the conservator who will be repairing Montgomery's banner inside the Church in the Spring will be happy for people to visit and view the work in progress. It was agreed that a notice is made to acknowledge that the Montgomery family have paid for the banner's restoration.</p> <p>[c] SCJ reported that the insurance company will pay for the work to repair storm damage on the tower and the expense of the scaffolding.</p>	<b>SCJ</b>
<b>10</b>	<p><b>Toilet project update</b> A copy of the past two Re-ordering minutes from the meetings that took place on 25.2.2022 and 31.10.2022 were distributed to PCC members prior to the meeting. AHJ gave a brief verbal update too. After some discussion regarding the next steps the following proposals were made.</p> <p>Firstly, Stage 1 Proposals:-</p> <p><b><i>For the PCC to accept the recommendation of the Re-ordering Committee to approve the latest design for the toilet block. Also, to approve that the preferred option for the exterior of the toilet block is stone with Horsham slate on the roof. To approve that the architect</i></b></p>	

	<p><i>can move onto the next stage to obtain costings, material samples and further detailed drawings which will be presented back to the PCC for approval. In addition, for the architect to provide comparison figures for the other external material options so that the PCC is able to compare figures before a final decision is made. To approve the suggestions that the toilet block design includes the necessary infrastructure for future refreshments facilities be drawn up and costed.</i></p> <p>Proposal for Stage 2</p> <p><i>The PCC approves that the Re-ordering committee be allowed to start to consider options for the future safe provision of refreshments facilities and easy disabled access to the new toilets. Once the viable options have been identified, these would be put to the PCC for their agreement before moving on to obtaining drawing and costs for the proposals.</i></p> <p><b>All the above were proposed by KOT and Seconded by SCJ All agreed.</b></p> <p>It was further agreed that the local community are informed via the parish magazine what is being proposed at this stage. CW had drafted an article describing the proposed plans which included drawings and descriptions of the new toilet block with reference to building materials being considered. The article was discussed and amended. CW will urgently now send it to the Church office to be included in the December and January issue of the parish magazine.</p>	<p>CW</p>
<p><b>11</b></p>	<p><b>Any Other Business</b></p> <p>11.1 Churchyard extension – KOT said that the process of obtaining permission to extend the churchyard burial ground, [even though the land is owned by the Church] is taking longer than expected. This is due to the area now being in the South Downs National Park and the authorities are requiring additional details. KOT now has to organise a tree survey on three trees within the space. KOT will contact Callum a local tree surgeon and AD suggested that she will contact Ben Hamlin who is the local tree volunteer warden for the area.</p> <p>Thanks were given to KOT for her continuing work on this issue.</p> <p>11.2 SCJ was pleased to announce that the new Commonwealth War Grave sign has now been erected on the gatepost into the Churchyard.</p> <p>11.3 It was recognised that the car park opposite the Church has now been re-surfaced and that the bank has been cut back. This was organised and paid for by the Parish council and a good job has been done.</p> <p>11.4 A discussion took place regarding the date of the next meeting. It was agreed that it should take place in the Church and that the non-PCC members who are on the Re-ordering committee be invited to discuss the aspects of the toilet project and possible locations for future catering facilities.</p>	<p>KOT</p> <p>AHJ</p>

12	<b>Date and venues of next meetings</b> Binsted PCC mtg on Monday 23 <sup>rd</sup> January in the Church at 2pm. [This is a proposed date and to be confirmed by the Rector's council]	
13	<b>Closing prayer</b> COT closed the meeting with a prayer	
14	<b>The meeting closed at 4.45pm</b>	