



**Haslemere PCC  
Minutes of the meeting held at the Link  
on Monday 20 January 2025 at 7:30pm**

**Present**

Andrew Culshaw	Treasurer
Noel Cullen	
Linda Feliati	
Geraldine Lambrechts	
Justin Manley-Cooper	Associate Minister (Chair)
Alistair Morgan	
Katie Morgan	PCC Secretary
Richard Parker	
Debbie Peet	
David Sewell	
David Simmons	Deputy Churchwarden
Stephen Vaughan	

The meeting was opened with a prayer led by Rev'd Justin.

	<b>Agenda item</b>	<b>Action</b>
1.	<b>Apologies for Absence:</b> Chris Bessant, Gareth David, Howard Body, Simon Ingram, Andrew Silk	
2.	<b>Minutes of meetings and Matters Arising from November 2024</b> Minutes approved as a correct account of the meeting. Note; item 3 Continuity of planning risk – will move to summer once focus has been given over to other matters.	
3.	<b>Rector's Report and Updates</b>  a. Advent and Christmas Attendance  Attendance very good. If there was a drop it was on the first nativity, just believed to be because attendees came to later one so nothing to change. Not the only church in the area to note a higher number so clearly a sign of good attendance generally throughout the church.  Online numbers – uncertain on numbers if it is the same people re-watching services or new views. Can spend a bit more money to get more accurate numbers on this.	

	<p>Christmas windows:</p> <p>Rationale for holding this is to put the church at the centre of the community. About 75% of retailers take part, 15 schools, all of which widens the net. 750 came via parish website to vote so shows it brings people in.</p> <p>Record of thanks from the PCC to the clergy for all they did over Christmas.</p> <p>b. New Electoral Roll for 2025</p> <p>As happens every 6 years, the current list will be deleted, and parishioners need to re-register on the new list.</p> <p>c. Carpenters Men’s Group</p> <p>Howard has offered to take it on but needs help from others. Can we update the website from October.</p>	<p><b>KM to remind all PCC Members to re-register.</b></p> <p><b>KM to remind Kari to update website.</b></p>
4.	<p><b>Constitution for the PCC</b></p> <p>a. Co-option to the PCC - no one to co-opt for time being.</p> <p>b. Changes at the APCM - Not many changes this year.</p>	
5.	<p><b>Plans and Projects for 2025</b></p> <p>Annual Giving - NC, AC and CB spent time on this. Looking at 6 local charities to give to regularly. Will reach out to individual charities. First Sunday in Feb will focus on CAB.</p>	
6.	<p><b>Finance &amp; Budget</b></p> <p>Accounts for year are better than shared, we are less than 1% variance for 2024. 80% of our giving is from 20% of the congregation. Income reduced by £10,000 largely due to one individual. Bumper year in 2024 with letting the link to CAB (representing unexpected income). Looking at deficit of 6k this year due to the Link Community Hub work etc but it isn’t the year for major fundraiser given all the work we have to do on the Link. 2026 income will come in to offset the Link costs, which should assist with administration costs.</p> <p>2026 will be the time we look at regular giving. Proposal to have a modest deficit for this year but given everything else going on that we accept this. 2.5% for salary increases, gone through quite a significant expenditure for the quintennial work so not expecting any surprises.</p>	

	<p>Crossways moving into the Link until end of Feb as they renovate their premises.</p> <p><b>Resolution put to the PCC to accept the proposed budget for this year. Passed Unanimously.</b></p>	
7.	<p><b>Mission and Parish Vision</b></p> <p>a. The Link Community Hub: AC / DP  Waiting for tenders to come back on 14 February. Ask for prayers that the Quantity Surveyor has did a good job and they come in on target for what we 've planned for.  Going forwards:</p> <p>Attention is now turning to the transitional period and what happens to activities currently held in the Link (e.g coffees, Pilates, haslemere counselling etc). Considering temporarily removing the pews from the north isle, to create a space for people to use. West end (Flemish glass end) used to create office/storage space. These plans need to be taken o Archdeacon for approval. Will buy 40 chairs we'll use in the Link ahead of time that can be used for busy services. Chris in consideration with all the users in terms of how they are affected etc.  <b>Asked PCC members in favour of these plans to show their approval. Passed unanimously by all those present.</b></p>	
8.	<p><b>Children and Families Ministry</b></p> <p>a. Changes to the Ministry Pattern  With Karen having come onboard, they'll be some new occasional events/services. Instead of having messy church on a Sunday evening, looking at monthly Sunday morning groups but with Easter specials, harvests etc.</p> <p>b. Church / School Link  Going really well, good report with head teacher so all very positive.</p>	
9.	<p><b>Gardening Calendar – Policy Reviews and Planned Items</b></p> <p>a. Annual Return  One for the Church Wardens to complete. KM to check with Kari this is being done.</p> <p>b. Building Hire Agreements  Agreed to roll forward for now until the renovation work has been completed.</p>	
10.	<p><b><u>Regular Reports:</u></b></p>	
	<p>a. <u>Safeguarding:</u> NC</p>	

	<p>The Exercise PCC need to do for the Parish Dashboard is to review and discuss what makes a healthy and safe culture within our church.</p> <p>Strengths: we are all DBS and safeguarding checked which gives a strong foundation, and we're not afraid to comment. The culture years ago would have been this is something we had to do, rather than now where we are more positive and clearly see the importance for it.</p> <p>Weaknesses: Our respect for each other might blind us to potential issues.</p> <p>How to improve: Ensure more than one person is always present in a safeguarding settings.</p>	
	<p>b. <u>St Christopher's Team</u> - JMC</p> <p>Tree management work is complete. Benefit clear as we can now see that side of the tower. As a result of this, been decided to retire the cascade of poppies and replace with two large wreaths completed by schools by 10 may VE Day celebrations.</p>	
	<p>c. <u>Children &amp; Family Ministry</u> – GL</p> <p>Nothing in addition to the report shared.</p>	
	<p>d. <u>Fabric Activity</u> HB/GD</p> <p>Small amount of work required to the porch.</p>	
	<p>e. <u>Schools Update</u> CB</p> <p>Still looking for a foundation governor, if anyone is interested.</p>	
10.	<b>AOB</b>	
	<p>RP : Can we have the PCC meetings on the calendar so people can raise any issues and pray for our work. Put something in the notice sheet for a couple of weeks before and on the website and include a short narrative on what we do.</p>	<p><b>KM to pick up with Kari to update the website.</b></p>
10.	<p><b>Dates of 2024 meetings</b></p> <p>PCC: 17<sup>th</sup> March, 19<sup>th</sup> May</p> <p>APCM: 28<sup>th</sup> April</p>	
11.	<b>Closing prayer, Meeting closed at 20:15</b>	

**Church Representation Rules:**

- PCC members = 18
  - Quorate to discuss business specified on the agenda = 6
  - Quorate to discuss business NOT specified on the agenda = 14
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## Church Development Plan for Haslemere Parish

Agreed by PCC on: 15th May 2023

PCC review date: 21st March 2024

#	Priority	Diocesan Goal	Specific Action Points	Owner	Achieved by when?	Resources Needed	Review Date
1	<b>Diversity of Needs</b> This is a specific project to create a Community Hub in an existing church building, allowing community groups and charities to work closely with the church. The Link Community Hub Project requires a careful analysis of the diverse needs of our community.	Growing Diversity	a. Analysis of the diverse needs of our community. b. Fundraising of approximately £2m c. Large scale building works	The Link Community Hub Team	31/12/2025	Following all fundraising and technical building work, there will be considerable piece of organisational and theological work to help embed the community hub into the life of the parish.	
2	<b>Welcoming Church</b> To understand and improve our attraction and joinability as churches.	Growing Community	a. A wide look at our joinability as a church in terms of welcome and invitation. b. Consideration of our pastoral approach to occasional offices and follow-up. c. Links to the communications and fellowship groups work below.	A new team to be formed from PCC members and others	31/12/2024	This project begins with a research phase, to look at ourselves carefully as a church. Where possible, we should like to be aware of other parishes which have worked effectively in this area.	
3	<b>Reaching People</b> A major overhaul of our approach to communications both within the churches and out to the parish.	Growing Community	a. Identification of all channels of communication. b. Create a means to schedule and trigger messages. c. A review and rebuild of our website and social media presence.	Rector and Parish Administrator	31/12/2023	Guidance on best strategic use of social media.	
4	<b>Fellowship Groups</b> We wish to create a structure of fellowship groups where church members can meet in various ways. We feel such a structure is an important part of invitation and helping newcomers to settle, in addition to further faith and discipleship.	Growing Disciples	a. To understanding the best way to provide a network of fellowship groups with our church model. b. To ensure that fellowship groups integrate with other aspects of church life, such as pastoral, worship and	Clergy and existing homegroup leaders	31/12/2024	We shall benefit from understanding small groups strategy in a traditional church model.	

### Significant Achievements for 2023

Launch of a new Older Children's Group (13+)  
Launch of Sunday Families (morning Sunday School)  
Employment of a new Parish Administrator  
Establishment of a new Parish Vision  
Completion of curacy for Justin

### Significant Achievements for 2022

Launch of a new Older Children's Group (8-12)  
Launch of a new Junior Choir  
Establishment of First Communion  
Mid-week ministry to the elderly – pop-in café  
Re-establishment of nursing home ministry.  
Launch of Hearing Champions Ministry.

### Worship and Occasional Office

All-age services \ morning worship accessibility for young children. [Completed.](#)  
Establishment of an acolytes team. [Completed.](#)  
Establishment of First Communion. [Completed](#)

### Children and Families

Families@4 to move to twice monthly. [Completed.](#)  
Establish a regular meeting Families@4 team. [Completed.](#)  
Establish better branding, communications and cross-over with other areas of church life. [Completed.](#)  
Greater integration of First Steps into the wider Children and Families ministry. [Completed.](#)  
Launching of a new older children's mid-week group. [Completed.](#)  
Launching of a new Parish Junior Choir. [Completed.](#)  
Launching of a new 13+ youth group. [Completed](#)

### Pastoral

Re-establishment of the pastoral team to operate under Covid-19 restrictions. [Completed.](#)  
Create a strong link with The Hunters Centre. [Completed.](#)  
Mid-week ministry to the elderly – drop in café possibility? [Completed.](#)  
Re-establishment of nursing home ministry. [Completed.](#)  
Re-establishment of Haslemere Hospital ministry.

### Schools

Integration of new Children and Families Worker into St Bart's School. [Completed.](#)

### Education and Spirituality

Increasing spiritual breadth with the arrival in Grayswood of Revd Elaine Collins. [Completed.](#)  
Aims towards quiet days, healing, rules of life and spiritual direction ministry.  
Establishment of Lent and autumn courses. [Completed.](#)  
Increasing network of home group support and learning.

### Finance, Fabric and Administration

2022 Stewardship campaign to increase regular giving in spring/early summer. [Completed.](#)  
Completion of Flemish Glass. [Completed.](#)  
Completion of St Christopher's Organ repair. [Completed.](#)  
Review of Churchwarden's role.  
Long term consideration for use of The Link, with planning for possible major redevelopment. [Current.](#)  
Establishment of a fundraising hospitality group. [Completed.](#)

Redecoration of the StC upstairs room. [Completed.](#)  
Provision of a lightweight altar for St Christophers.  
Upgrade of audio/visual infrastructure at St Christophers.  
Review of donations and legacies strategy.

### Communities Engagement

Building upon our relationship with the High Street and Wey Hill shops. Establishment of Revd Justin as High Street Chaplain. [Completed.](#)  
Research into the establishment of a permanent presence on the High Street.

### Vocations and Training

Continue to explore vocations with individuals.



**Attachment: Annual Calendar for PCC Review**

<b><u>Month</u></b>	<b><u>Required</u></b>	<b><u>Administration</u></b>	<b><u>Briefings</u></b>
May	Charity Commission (KM) Safeguarding Policy (CB, OWG)	Health, Safety & Risk Policy - next review 2025 (AC, KM)	
July			
September	Safeguarding Self Audit	Financial Exposure Authorities	
November	Budget Constitution of Standing Committee (2026)	Data Disclosure – next review 2025 Lone Working – next review 2025	
January	Annual Return	Building Hire Agreements – next review 2025	
March	Annual Accounts	Outward Giving Policy – next review 2025	

