

PETERSFIELD AREA CHURCHES TOGETHER

Co-ordinating Committee Meeting



TIME & DATE: 7:30pm Wednesday 24th June 2020

VENUE: Zoom Conferencing

Chair Carolyn Barton

Attended: Carolyn Barton, Will Hughes, Ivan H-T, Christine Tully, Richard Saunders, Simon Mason, John Callaghan, Linda Read, Vanessa Dowse, Amanda Greenlee, Madeline King, Christine Tully.

Purpose of meeting:

A forum for 'communion' and communication between PACT churches, PACT organisations and local Christians, to facilitate events aimed at increasing opportunities for joint worship, witness and work between PACT churches.

1 Introduction, Bible reading and prayer

Carolyn opened the committee meeting by reading the hymn "We Will Meet When the Danger Is Over" (John L Bell, Wild Goose Resource Group, The Iona Community) and a prayer.

2 Apologies for absence

Jenny Ballinger, Josh Thomas, John Studd and Lindsay Clegg

3 Farewell to Linda Read

Issue: The Chair expressed appreciation and thanks to Linda Read who is leaving after many years dedicated service to PACT, the Food Bank and so much more. This was echoed unanimously and Linda was applauded by all.

4 Lions Club Donation

Issue: There had been confusion over whether the direction received from Petersfield Lions club regarding the application of their generous donations to PACT. It was confirmed that the direction received in April related to the £500.00 received in February and not the second donation of £500 received in April.

Decision: Due to so many current unknowns regarding how to prioritise the possible beneficiaries of this donation it was decided to wait until the September meeting to make a decision, although Christmas club was named as the most likely contender.

5 Easter Cards

Issue: Due to the Virus Lockdown it was not possible to deliver most of this year's Easter Cards, what should happen to them?

During the discussion it was noted that:

- The printers were approached to investigate the ideas of either printing small stickers to change the date from Easter 2020 to Easter 2021, or giving us a discount for next year as all the type-setting and preparation work would not need to be repeated. Unfortunately the Printers declined both options.
- One fall-back option would be for us to manually adjust each card for next year.
- Steep Church used the Easter Card image in their Easter Newsletter, so there might be issues in reusing the cards next year there as people might remember/recognise the image.

- The printing of Easter Cards is one of the most expensive outlays for PACT and church subs to PACT are usually targeted at the time these costs are incurred.
- It was recognised that income for all churches has been significantly impacted by the virus and the absence of physical worship services. Any cost saving achieved in reuse of the Easter Cards for next year would therefore open up the possibility of being able to reduce church subscriptions to PACT.

Decisions:

- **ACTION:** The Chair to email all churches to ask if they have still got their allocations of Easter Cards and, if so, to store them until a final decision is made.
- This issue will be revisited for final decisions in the September meeting.

6 Virtual Prayer Space

Issue: Richard Saunders reported on the Virtual Prayer Space

Richard reported that the Virtual Prayer Space was a great success and a large number of positive feedback messages were received.

Congratulations were given to all involved.

7 Refreshing the PACT Website (continuing progress)

Issue: The PACT website is in need of updating and refreshing, input is needed on establishing a Working Group to that end. It is hoped to get this done in time for January 2021

Actions from last meeting:

1. To establish a small WP of 4 or 5 individuals.
CLOSED/COMPLETE – The WP has been established
2. If John Studd leads and Steve Field accepts the invitation to join this would leave up to vacant 3 seats in the WP. All Reps to consider appropriate people within their congregations who would be useful nominate to join the WP.
CLOSED/COMPLETE – The WP has been established
3. The WP's role will be expanded to include determining the policy/strategy for web-presence overall (i.e. including social media, etc)
CLOSED/COMPLETE – Is now included in the Website WP ToR
4. The target date for completion is 1st January 2021.
OPEN/ONGOING – This is still the target date, however testing and review means that the actual switch-over date from the old website to the new is likely to be Easter/Summer 2021.
5. All to suggest to the WP if they know of a better tool than WordPress to aid with the website design.
CLOSED/COMPLETE – a few other options were examined and discarded because they were either too expensive or did not offer the option to collaborate on building and updating the web site. No further options will be considered as it is too late for changes of tooling to be made now.

Progress was reported:

- The Terms of Reference (ToR) for the Website WP have been finalised.
- The Aims and Objectives have been revisited and finalised.
- The chosen style to be used in the design of the website was demonstrated and was agreed to be suitable.

- The website will include some summary content for each member church, each church will need to supply, review and maintain this content.
- The pricing schedule from the new provider was presented and discussed.
 - See Annex A for details.
 - It was noted that the new pricing schedule is cheaper than the current provider (by a little under £30 per annum)
 - Decisions on chargeable 'Optional Extras' for future years do not need to be made now.
 - The Treasurer sought clarification on continuing to pay for provision of the old website until the new website was ready, as this would fall due in December 2020.

Decisions:

- **ACTION 1:** All churches to nominate someone to work with the WP to populate their church's content on the new website.
- **ACTION 2:** The annual fee for the current website provider will be paid/renewed in December 2020
- **ACTION 3:** When the new website fully replaces the old website action will be taken to attempt to claim a refund for the remaining unused portion of the year.

8 Emerging from Lockdown:

Issue: Coordinating and sharing ideas to help churches emerge from Lockdown

During discussions the following key points were made:

- Websites and online services will continue to be essential as some people will not return rapidly to physical services even after lockdown restrictions are eased.
- Most churches are employing questionnaires to help determine the appetite for returning to physical worship from their congregation.
- St Peter's shared the idea of a ticketing system for each service.
- When planning and conducting Risk Assessments it is important to understand the nature of viruses. It is natural to think of it as something that can multiply and grow on contaminated surfaces if not cleaned, however that is how bacteria behave not viruses. Viruses cannot multiply outside of a host/body and start to die once outside a body. If an area is closed up for 2 or 3 days then no further cleaning is necessary as any virus would have died by then.
- URC will face problems reopening the main hall for distanced physical worship, as they have fixed pews.
- Life Church are dependent upon the school continuing to allow them to use their facilities. They have been making use of some open public areas to conduct local expressions of faith but would really appreciate any options that would allow them the occasional use of a good venue.
 - URC might have some space due to one of the users of their space cancelling their booking, this will be investigated.

9 Food Bank:

Issue: An update on the status of the Food Bank was received.

- Cash funding is good
- There are plenty of volunteers available
- There are shortages of some particular food items
- It is believed that, although the current number of beneficiaries of the Food Bank is manageable, in the near future people who have lost their jobs or have been

on long-term reduced income due to furlough will start to need the Food Bank in significant numbers. This will need to be prepared for.

- The Kings Arms has been training up volunteer “Money Matters” counsellors to help people who are struggling to manage on their budget.

10 Christmas Lunch:

Issue: Preparations and Planning for this year’s Christmas Lunch

There was a consensus that, although there are a lot of unknowns, it was necessary to start planning for the Christmas Lunch.

- The Christmas Lunch has always included a home delivery element in addition to the sit-down lunch.
- If Virus constraints are still in force the balance can be shifted to include a much greater element of home delivery.
- Winton House will start collecting names of volunteers
- Will need to explore ideas for how to meet for planning, given the need to distance. Meeting outdoors might be a solution.

11 AOB & Comments

Issue: Sheet Youth Camp:

- Sheet are changing their usual youth camp into an online youth camp, scheduled for the 18th/19th July.
- Any age youngsters can join, from school Year 6/7 onwards.
- Anyone interested to email Richard Saunders

(Repeated from previous meeting for continued awareness) Issue: The virus can strike anyone and rapidly take them out of action.

This should be taken as a timely reminder that it is important for all church/PACT members to consider and make plans for unfortunately being taken out of action (i.e. Business Continuity Plans). This is particularly relevant for people who have sole access to bank accounts, important passwords, etc to ensure there is a back-up to allow essential activities to continue in their (hopefully temporary) absence.

12 Close

The meeting was concluded by sharing of The Grace.

Annex A – Website Costs Information

2. Domain Renewal (for TWO years)	23.98
3. Hosting - First Year	46.66
Subsequent years	93.31
4. Software	FREE
5. Themes - First Year	52.24
(optional additions in subsequent years)	
Cost: FIRST YEAR	
Domain renewal	11.99
Hosting	46.66
Theme	52.24
TOTAL	110.89
Cost: SECOND YEAR - NO additional options	
Domain renewal	11.99
Hosting	93.31
TOTAL	105.30
Cost: SECOND YEAR - WITH additional options	
Domain renewal	11.99
Hosting	93.31
Additional options	52.24
TOTAL	157.54