

Ottery St Mary Parish Church - Minutes of PCC Meeting 28th January 2015

Present: Rev Steve Weston, Graham Snell (chair), Arthur Passey, Sue Jeacock (PCC Sec, Minutes), Di Passey, Marion Turner, Brian Cammack, Jill Rose, Mark Rix, John Maybery (treasurer), Colin Tindal, Shirley-Ann Williams, Michael Moore, Rev Leisa McGovern, James Meeke, Grenville Gilbert, Claire Martin, Frances Snell.

Steve welcomed and introduced James Meeke who has joined us on a training placement. He is currently lay chaplain at the Cathedral School.

1 Prayers led by Di Passey

2 Apologies received from Anne Maher, John Green, Sandra Chapman, Juliet Squire, Helen Atkinson

3 Correspondence

3.1 Letter of thanks from CHICKS for receipt of £403.65 (baptism collections)

3.2 Letter of thanks to Leisa from the King family (baptism at Allsorts 25.1.15)

3.3 Letter from Helen Atkinson resigning from the PCC for health reasons. Letter of thanks to be sent to Helen in recognition of her work on the PCC and particularly the Christmas Bazaar, which this year raised £1,400 much needed funds.

SWe/SJ

4 Reports

Written reports were received from the Christmas Bazaar, Joint Standing Committee and Pastoral Committee.

Christmas Bazaar: Request to go in Contact for new volunteers. Institute booked for Saturday 28th November.

Pastoral Care: PCC to approve updated policy 'Pastoral Care for Individuals'.

Proposed by Grenville Gilbert, seconded by Shirley-Ann Williams. **Agreed.**

Joint Standing Committee Minutes: Toilets – there will be a site meeting with English Heritage and EDDC regarding the stone. South Tower will need scaffolding for repairs to stonework early next year. Display Boards – there was a discussion about whether these should be sold or stored in the North Porch/Whimble. Shirley-Ann kindly offered storage in her garage, which was accepted. Church heating – concern was expressed about the amount of money that has been spent, with no recourse to manufacturer, installers or consultants when things went wrong. It is expected that two new boilers to be installed by Kingdons will solve the problems. PCC to approve payment of £4,000 (one third of the total cost) from the Gilbert Heale Trust. Proposed by Grenville Gilbert, seconded by Michael Moore. **Agreed.**

First new boiler to be installed week commencing 23rd February. There will be no heating in church that week.

SJ

5 Matters Arising from the Minutes of the Standing Committee held on 8th December

TheO6: First meeting at youth centre was very well attended.

Volunteering: Kings School has been provided with a list of volunteering opportunities. We have been told we may get one student this year.

6 Minutes of the PCC Meetings held on 26th November 2014

(i) Signed as a correct record

(ii) Matters Arising

Item 10: Vigil planned for 15th February has been postponed. Meeting with Diocesan Safeguarding Unit and will be rescheduled later in the year.

JR

7 Treasurer's Report

Christmas collections came to £2,170, half went to St Petrock's and half to the new hospice. £98,618 paid to the Diocese for Common Fund, £9,400 short for 2014.

John requested PCC approval to move £137 in Recycling Exhibition restricted fund back into the general fund. **All agreed.**

15th February: Planned Giving Sunday. Literature will be posted or given out in church. It will be the theme for the main 9.30am service.

8 Occasional Offices

Steve led a discussion on how we can improve service and witness to those who come through our doors for baptisms, weddings and funerals. Average of 40 people per service. This amounts to 8,000 people over the year – a huge number. Significant proportion still choose church funeral rather than crematorium (this bucks the national trend). Shows that people still feel a connection with the church in our community.

Baptism pre-visit is important so service can be tailored to family's requirements eg baptism in Allsorts for the family who wanted something less formal.

Some wedding couples have continued to attend after coming to hear banns read. Try personal invites to specific services eg Mothering Sunday for baptism families King family (baptism Allsorts 25.1.15) will be given a framed photo, plus prayers that were written by the congregation on the day. Mothers' Union follow up baptisms with a card on the first anniversary. Do we always let families know about church activities in the pre-Baptism visit? SJ to update children's leaflet.

Could Dorset Aisle be used more for refreshments after baptism/wedding/funeral? Should we be more pro-active in offering this?

Pray for those involved in the funeral ministry, for the work done in the visits before and attending the wake. Steve is often thanked for the year's mind cards we send. Marriage Preparation is another thing we do well; couples sometimes dread this, but end up really enjoying it.

Planning a mail shot for new housing estate to promote the church and its activities.

SJ

9 Coffee

10 Health and Safety

Ecclesiastical Insurance has a 19 page policy which could be adopted, including risk assessments. Some areas – gravestones and trees – fall within the remit of the Governors. Steve to approach Wilfred Reynolds as a possible Health and Safety Officer. In the meantime, any activity planned needs a risk assessment. Health and safety is everyone's responsibility. If we see a problem we need to act and/or report it to a churchwarden. Highlight health and safety at APCM.

11 Fundraising: Flower Festival 2016

PCC agreed that a Flower Festival should be planned for 2016. Bring forward to July as it might draw more visitors. Liturgical Year theme.

12 Easter Services

Steve gave details of special services planned in the run up to Easter:

Ash Wednesday (February 18th) Holy Communion at 7.30pm

Mothering Sunday (March 15th) 10.30am non-Eucharistic service. Suggest send invites to baptism families and promote in school.

Palm Sunday (March 29th): process from Sainsbury with donkey before 9.30am service. 6.30pm Choral Devotion being organised by Brian Waterfield and John Maybery.

Maundy Thursday (April 2nd) 7.30pm Holy Communion and foot washing

Good Friday CTIO Walk of Witness in the morning and 2-3pm service with Steve in the afternoon.

Holy Saturday: 8pm Vigil (with fizz)

Easter Day: Steve proposed 7am churchyard service and then one other service, with the aim of all worshipping together. Choir, Allsorts, Explore, Big Breakfast, 8am and Evensong representatives all to be involved in planning to capture a flavour of each type of worship within the service. Bacon breakfast before the service? 10am start time agreed.

Lent course at Feniton, starting 26th February, open to all from Mission Community.

Sue to advertise in Contact. Steve plans to do two mid-week Lent Soup Lunches.

SJ

13 AOB

13.1 Coleridge Memorial: suitable site still to be agreed.

13.2 Wiggaton: Quinquennial inspection revealed repairs required to roof. Three estimates received between £18-23,000. Funds available to cover this amount.

13.3 More servers needed for 8am. Note in Contact.

SJ

13.4 Literature and Language: Peter Nasmyth has approached us as a potential venue for a talk about a new book Literature and Language. Kings School and Coleridge Society also involved. No fee charged for church hire if proceeds go to church funds.

13.5 Sunday 17th May: Cathedral Choir will be here for Friends Choral Evensong

13.6 La La Choir Concert Saturday 7th March in aid of ELF

13.7 Six PCC Vacancies to be filled at APCM.

4 x 3 year term

1 x 2 year term

1 x 1 year term

Meeting closed with the Evening Collect at 9.50pm

Signed:Date:.....