

Ottery St Mary Parish Church Minutes of PCC Meeting 27th January, 2016

Present: Graham Snell (Chair), Diane Passey, Brian Cammack, John Maybery, Arthur Passey, Sue Jeacock (PCC Secretary, Minutes), Frances Snell, David Rose, Shirley-Ann Williams, Jill Rose, Colin Tindal, Bruce Odlin, Anitra Lockwood.

1 Shirley-Ann Williams opened the meeting at 7.30pm with prayer.

2 **Apologies** received from Rev Steve Weston, Rev Leisa McGovern, Anne Maher, Mark Rix, John Green, Juliette Squire, Grenville Gilbert

3 **Correspondence**

3.1 Approval for DBS application requested for Brian Cammack and Diane Passey **Agreed**

3.2 Email from the Diocese with details of training workshops for churchwardens and PCC officers. Sue J will forward to all PCC members. Jill Rose attending the Cullompton workshop. David Roberts has already attended training session for new on-line application for Faculties.

3.3 Deanery Synod: next meeting is here in Ottery with Bishop Sarah. All are welcome to come and hear her speak. Wednesday 17th February, 7 for 7.30pm.

3.4 Ecclesiastical Insurance has written to the Governors to enquire if our level of insurance is sufficient now the toilet block is built. Insurers need to visit and advise. Sue J to pass this back to David Roberts.

SJ

3.5 Letters of thanks from Tear Fund and Hospiscare for Christmas donations of £617.

4 **Reports**

Wiggaton: Report received, with thanks.

Governors and Stewards: Reports received, with thanks: South Tower work will require scaffolding, but there will still be level access to south door. PAT testing is PCC responsibility. Sue J to follow up.

SJ

Stewarding will start at Easter. Volunteers required, even if only for an hour slot.

Christmas Bazaar: Thank you to Helen for all her effort co-ordinating this again. Date for 2016 has been booked, 27th November. Could the focus change to a Christmas craft and gift fair? Earlier in November would be ideal but unlikely to get the Institute. Could it be in the Dorset Aisle? Add to February SC Agenda. Steve to write to Helen to invite her to next SC meeting.

SWe

5 **Matters Arising from the Minutes of Standing Committee held on 7th December**

Loos still not quite finished and works will be continuing over the next months. 17-18 volunteers came forward to help with cleaning the loos. A rota has been set up, with a deep clean once a month.

Toilet Twinning: Jill Rose proposed that we support a toilet block in Pakistan, seconded by Anitra. **Agreed**. If sufficient money (£240) is not raised from donations the shortfall will come from the charitable giving fund.

6 **Minutes of the PCC of 23rd November 2015**

i) The Minutes were signed as a correct record of proceedings.

ii) Matters Arising not covered on the agenda

Shop Layout proposal will be considered by the DAC in February.

Youth Club at the Station: Jill Rose reported there had been a proposal for outings away from The Station. SC has made the decision (via email) that the club needs to bed down in its current location first.

Altar Rails: Carpentry work to commence 9th February. Discussions have taken place with the Choral Society regarding their staging requirements.

Anitra still needs training in Health and Safety. John Maybery will follow this up when he is less busy with accounts and auditing.

7 **Treasurer's Report**

An A-frame has been purchased for the piano by Michael Farley, which will make it easier and safer to move. £460.

Christmas collections totalled £1,851 and have been split between the three charities nominated. £100 which has been sent to the Children's Society from the Christingle service collection and a letter of thanks received.

The Toilet Appeal, including the matched funding from the Heal Trust, has generated £18,000. A tremendous response and much of it was gift-aided. Still awaiting response from Bovis and Garfield Weston.

Common Fund: in 2015 we paid £100,000, should have been £112,000. Figure requested for this year is £111,000. The Diocese has written to Steve about the shortfall, asking questions which John had already answered in correspondence back in October. Steve has replied. Planned Giving review on Sunday 14th February. Literature will be handed out. John Ward will preach at 9.30am and Steve will interview John Maybery during the service. At the APCM in 2017, PCC will be invited to elect Phil Whitlock as the new treasurer. Phil will be shadowing John for 2016. He will be unable to make PCC meetings initially. We will need a finance team to take on some of the day-to-day tasks.

(Brian Cammack and Diane Passey offered apologies and left the meeting at this point)

8 Alpha Report

A report from John and Ruth Ward had been circulated in advance of the meeting. A questionnaire has gone out to those who participated in the Alpha Course.

9 Coffee

10 Safeguarding

i) Adopt House of Bishops Safeguarding Policies. Jill reported that these had already been incorporated into the Mission Community Policy which has been accepted by the PCC. Policies are available from Jill Rose if anyone would like to read them.

ii) Volunteer role descriptions: Jill has produced a list in order of priority. A template can be sent to each person, to adapt according to their role. Recruitment of ex-offenders policy will come under the equal opportunities policy. Jill to meet with the other safeguarding reps to discuss this.

11 Mission Audit

Steve had been due to speak on this item and it will be added to the next agenda. The first thing is to develop a process to gather information from a wide variety of people, in church and in the community. Leisa has found some examples of audits used in other parishes to help us.

12 Lectionary – Old Testament Readings

Steve has proposed that during Lent, we use both Old and New Testament readings at 9.30am. **Agreed.**

13 The06

Funding is being sought to employ a youth pastor, probably part-time, for a year to 18 months. John Maybery confirmed we are not in a position to make any pledge at the moment.

14 APCM

There will be four PCC vacancies at the APCM. Sandra Chapman, John Green, Juliet Squire, Anne Maher have all served for the three year term and will be standing down.

15 Articles of Enquiry

The Archdeacon has asked the PCC to consider joys or concerns from the last year. These can be emailed to Jill Rose for her to summarise. Concerns include low number of children attending Allsorts and how to connect with residents on the new housing developments. Joys include Chocolate Sunday and the holiday club.

JR

The meeting closed with the Grace at 9.45 pm

Date of Next Meeting: Wednesday 23rd March, 7.30pm in Church

Signed: Date: