

Ottery St Mary Parish Church - Minutes of PCC Meeting 23rd November 2016

Present: Rev Steve Weston, Graham Snell, Sue Jeacock (PCC Sec, Minutes), John Maybery (treasurer), Grenville Gilbert, Helen Atkinson, Kate Jackson, David Rose, Flo Rowland, Anitra Lockwood, Diana Gee, Colin Tindal and Jill Rose (arrived at 8pm), Anna Roderick, Bruce Odlin, Arthur and Di Passey, Mark Rix, Phil Whitlock.

1 **Prayers** – led by John Ward

2 **Apologies** received from Fiona Rimmer, Frances Snell, Shirley-Ann Williams, Leisa McGovern

3 **Co-opting Anna Roderick onto the PCC to represent Abide**

Rev Steve Weston introduced Anna to the PCC and proposed that she be co-opted as a representative of Abide for a year, seconded by Grenville Gilbert. **Agreed.**

4 **Correspondence**

Details of the Pastoral Scheme, formalising our Mission Community structure, have been received from Adrian Hough to be displayed on our notice board for a period of consultation. The scheme will be displayed in all parishes affected. There is an address if anyone would like to submit a comment on the proposal.

5 **Reports**

Written reports were received from the Governors and Stewards. New lights have been fitted in the side aisle by the toilets, which have made a considerable improvement. Arthur has investigated an outstanding bill from the company which provided the alarm for the scaffolding on the south tower. It transpires that the scaffolding company has gone bankrupt and the bill had been sent to us in the hope we would settle it, but it is not our responsibility.

Brian Cammack pointed out that putting the shop back to its original layout will cause safety concerns for the shop staff. They could be cornered, with no escape route. Steve said we will need to invite the DAC to visit again and voice these concerns. Any different layout will need a new Faculty application.

6 **Matters Arising from the Minutes of the Standing Committee held on 24th October 2016**

Christmas Bazaar leafleting did not take place.

7 **Minutes of the PCC Meetings held on 28th September 2016**

i) Signed as a correct record.

ii) Matters Arising not covered on the agenda

Item 14: May Fair date. Tipton St John appear to be ok with us going ahead in August. Michael Moore and Jill Rose have been consulting about ways to do things differently this year in order to reduce our expenditure.

Item 17.7: The toilet twinning fund has reached the target amount and we are now waiting for photo/certificate of the toilet we have sponsored so we can display in church.

8 **Treasurer's Report**

Tar Barrels BBQ raised £850.

We are able to pay the £90,000 Common Fund we committed to (out of £111,000).

We had also resolved to set aside 5% of our income, plus Gift Aid, for charitable giving. But we only received £100 in collections at Harvest. It was proposed that we allocate £300 extra from the General Fund to make up for this. Proposer Mark Rix, seconder Di Passey. **Agreed.** This would leave a balance of £6,000 in the General Fund and it was proposed that we should put £5,000 of this towards the Common Fund shortfall. Proposer by Di Passey, seconder Colin Tindal. **Agreed.**

Wiggaton DCC have agreed to pay an extra £2,000 to Ottery this year towards the Common Fund, which will take our total Common Fund contribution for 2016 up to £97,000.

We may also be due a refund from British Gas once our transfer to the new gas supplier has been sorted out. It could be as much as £2,000. It was proposed this refund, when it materialises, should remain in the General Fund. Proposer David Rose, seconder Mark Rix. **Agreed.**

2017 Budget

The proposed budget had been circulated in advance of the meeting. It was noted that fund raising is not producing as much as it used to, so receipts will have to be boosted by revenue from other sources ie planned giving, and this will need another push in February. Our Common Fund payment for next year has been slightly reduced to £109,000. It was proposed that the PCC adopt the 2017 Budget as a framework. Proposer Graham Snell, seconder Mark Rix. **Agreed.**

Steve proposed a vote of thanks to John Maybery and introduced and welcomed Phil Whitlock, who will be taking on the role of treasurer after the APCM in April.

9 Approve organist, choir, bells, verger, heating fees for 2017

Fees had been circulated in advance of the meeting. The only change from 2016 is an increase in the organist's fee for a funeral, from £65 to £70, requested by organist Michael Farley. **Agreed.**

10 Robing for Servers

Steve had produced a summary of the responses to the survey. There appeared to be a general preference for robes but a significant number who would prefer no robes. Steve proposed that robes are optional at 8am services and also on the 3rd Sunday healing service. **Agreed.**

11 Coffee

12 Abide

Anna reported that fund raising has commenced, with about £2,000 of the £10,000 required to take part in the Home Office scheme, coming in so far. Several PCC members had questions about how the scheme would operate. Once the money has been raised, the PCC will need to apply to the Home Office and provide evidence that Abide have located somewhere for a family to live and that they can offer them support them for two years. The PCC, would then have to enter into a two-year contract with the Home Office, if a suitable family can be identified to live here. The refugees would have a five year humanitarian visa and could then apply to remain in the UK if they chose to do so. They would undergo a vetting procedure before they arrive. Steve Weston and Grenville Gilbert have been tasked with finding a suitable property. It may be that there will be nothing available in Ottery. If the family have school age children, there would need to be school places available and again that might be a problem in Ottery. The family would be eligible for housing benefit, although this might not completely cover the rent. If somewhere is found before the family arrive, the PCC might have to take on the tenancy itself to secure it. Part of the £10,000 would also need to be used to provide the family with English language tuition.

The PCC will have a legal responsibility to monitor how the funds are spent. Our involvement has already placed an additional workload on the treasurer's team. New treasurer Phil Whitlock will not be willing to take on extra work in relation to Abide. Decision-making and day to day work with the family will be carried out by the Abide team, but the ultimate responsibility will obviously lie with Ottery PCC. It was felt it was important for the PCC to have a list of names of those involved in Abide as soon as possible, so we can approve them. Any fund-raising events would come under PCC insurance and organisers would need to submit a risk assessment to the PCC.

Jill Rose will need to be made aware of our safeguarding responsibilities. John Maybery has printed off details of the scheme and will pass on to her.

- 13 Candidate for Ordained Ministry: PCC support for Kate Jackson**
The PCC unanimously supports Kate Jackson in her decision to explore ordained ministry. Proposer Steve Weston, seconder Anitra Lockwood.
- 14 & 15 Proposal for new worship service – Kate Jackson
Healing Ministry**
The new service would be a music worship service, a bit like Feniton’s Worship & Praise, and would hopefully attract some younger people and families. The proposal is that it would take place on the second Sunday at 4-5pm, followed by a tea. However, the Healing team would like to bring their bi-monthly service forward to 5pm from 6.30pm and this would clash. The worship service would not be ready to launch for at least another six months. Steve proposed that the new Healing service time be trialled for the first three services of 2017. We will then review. Kate will also consult with the musicians about whether the service could be on a different Sunday.
- 16 Growing Together in Prayer**
Steve had planned an initial meeting in December to look at setting up the college of prayer. This will now be postponed until January, as not many people were available to attend. The new date will be publicised in the run up to Christmas.
- 17 Paracletis – Brian Cammack**
“Paracletis: Journeying Together” is a new pastoral care initiative from CWR, encouraging people to come alongside those who are struggling with life’s challenges. The plan is to introduce this as a six-week Lent course. There are Sunday sermons which tie in with the course each week. Possible CTIO involvement too. A meeting is planned for Saturday 14th January where people can find out more and sign up.
- 18 PCC Representative for Friends Council**
We need a new representative to attend Friends meetings on behalf of PCC. It would involve attending 4-5 meetings a year. Any volunteers to see Steve.
- 19 AOB**
- 19.1** Lyfe currently meets in the Lamb & Flag, but this will be closed for refurbishment and the group will have to meet at the Feoffee Rooms for a few months. Anitra would like permission to take two thermos flasks of coffee from the church each week for the group. **Agreed.**
- 19.2** Christmas Services Fliers: Brian Cammack has arranged for these to be designed and printed, as we can no longer publicise our Christmas services in the Gazette. They have been grouped together into streets and the idea is for members of the congregation to take a pack and deliver in their area.

The Meeting closed with the Grace at 9.50pm

Signed: Date:.....