

Open to God Open to all: a loving, praying, worshipping community

The Parish of St. Michael and All Angels, Colehill

Meeting of the Parochial Church Council
Wednesday 18 May 2022 at 7.30pm - Venue: Church

Minutes

1. Prayers led by John Spatchet
2. Apologies: Robert Heaton (RDH) & Marjorie Shaw (MS)- Muriel Jacobs to arrive @ 8pm
Present: Vicar (SP), Lorraine McGregor (LM), Lindsay Wood (LW) Church Warden, Hilary Motson (HM) Church Warden, Alan Motson (AM), Muriel Jacobs (MJ), Daphne Jones (DJ), Jo Clayton (JC), Nigel Davies (ND), Graham Kewley (GK), Caroline Jones (CJ), Helen Hunwick (HH), Meg Wood (MW), John Spatchet (JS), Debbie Stevenson (DS), Paula Reckless-Hall (PRH), Adrian Ramshaw (AR).
3. Minutes of meeting held 7 March 2022 & amendment to minutes of 19.1.22. Unanimously agreed
4. Matters Arising: APCM date was moved so the Vicar was able to attend & preside following her period of absence.

5. Welcome to new PCC: Welcome to the 2 Church wardens, HM & LW.

Thanks were given to all members who chose to stand again & were re-elected. (JS, AM, MS, ND, RH, HH) & JC as our 3rd Deanery reps. New members AR & PRH welcomed as new members. All members introduced themselves with a bit of background information re connection to St Michael's & past or present employment & interests.

6. Appointments

- Lay Vice Chair, Marjorie Shaw, Treasurer, Alan Motson & PCC Secretary Meg Wood.
- Parish Safeguarding Representative, Debbie Stevenson & Deputy PSR Jo Clayton (also Choir Chaperone)
- Health and Safety Officer, Graham Kewley
- Data Protection Officer – not obligatory. Vicar, Churchwardens & Standing Committee will oversee & carry out an annual data audit.
- Committees (see structure, terms of reference & current membership circulated in advance of the meeting):
 - (i) Standing Committee: SP, HM, LW, AM, MW & MS
 - (ii) Fabric – agreed to be integrated with Reordering Task Group: Members -SP, LW, AM, ND, JS, Robin Hill (RH), RDH, GK, MS,
 - (iii) Finance Stewardship and Fundraising Committee: SP, LW, HM, AM, AR, Nigel Butler (assistant treasurer). Jeremy Barnard
 - (iv) Events Committee: Does not exist at the moment. SP reminded PCC that we need to address the deficit & not rely on just parish lunches.
 - (v) Colehill Community Café: DJ, SP, AM, Jenny Horobin, Jackie & Eric Jones
 - (vi) Eco-Group: JS, GK, AM, JS, Jackie Deung, Anne Bowley, Jenny Spatchet, Sharen Green - includes congregation members not on PCC. PCC asked if anyone interested to speak to those concerned & perhaps initially observe a meeting> PCC members to choose a committee in which they are interested. Choir (JC) Jubilee event, Christmas (RH)

7. Policies (all are on the PCC Policies Section of the Website)

Safeguarding Policy Statement, review Safeguarding Policy and note existing PCC policies (Safer Recruitment, Domestic Abuse Charter, Home Visit and Lone Working Policy, Social Media Policy)
DS reported to PCC: a safeguarding issue being addressed currently. 1 person has refused safeguarding training – a requirement set down by the Diocese. Although the Parish Safeguarding Handbook recommends this rather than it being mandatory, the responsibility ultimately lies with the PCC. Suggested individual has a face-to-face meeting to address any issues. GK noted there may be some background history which might be affecting this person's decision which might need to be explored.

I person had not had a DBS check but this is now in hand.

PCC unanimously agreed to adopt the Safeguarding Policy. All people involved in running church activities must have DBS check & do training course with no exceptions.

Update: all volunteer role descriptions & forms for Café helpers & organists have been completed.

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Outstanding Action: A meeting to be convened of all Home Group Leaders. PCC asked to take note of safer recruitment.

Health and Safety Policy: GK reported all updated based on Ecclesiastical Insurance Company Guidelines for 21-22.

Data Privacy notice (summary checklist) and Livestreaming Policy: adopted last year Legacy Policy: also adopted recently.

All Policies formerly adopted.

The need to develop a Reserves policy was also noted – how we spend money we have. SP asked for any details of refining policies to be emailed to MW & cc.to SP.

SP will be carrying out compulsory Domestic Violence Training on July 8th 2022

7. Worship and Outreach:

7.1 Review of Lent, Holy Week and Easter Services MJ commented on how good the church looked. This year's Lent Book followed 'Embracing Justice' by Isabelle Hamley. Pandemic has meant a midweek service runs on Wednesdays, alternating BCP fortnightly. ND asked if 8 am service was returning weekly not just for festivals. SP reported numbers are very low (5 this week) & staffing is not what it was with less clergy & lay ministers. Can be raised at the planned open forum. Monthly midweek may be considered.

Baptisms are always offered in service but the majority of couples choose to have a separate service.

Discussion was held as to how the parish could make people more aware of the activities which are carried out at St Michael's. SP stated that the Vicar's Annual Report to APCM gives details of all groups & committees & what they have been involved in. This is published on the website.

HH reported difficulty with organising plant reception in the Church Centre. Karen Rimmington publishes full list of all organisations/activities using the centre each week. Members to consult before arranging anything which involves using the centre.

PRH as a new member of the congregation felt more publicity was needed for events/home groups etc. Website didn't provide her with a clear enough picture of what goes on at St Michael's.

Pandemic had curtailed many things, but CC Café now up & running along with Cherubs Toddler Group & School involvement (Experience Church). JC felt a manual calendar in church of activities taking place would be a starting point. An online diary was suggested in addition to the weekly notices. Home groups, book groups could be included.

LM reported that the Ministry team meet to plan the worship in church.

A new action group to be convened to address issues. PRH, HH, JC, HM to identify stumbling blocks & gather supporters to facilitate outreach into the wider community. Making connections need not be just money driven.

7.2 To identify key questions for consideration by Open Forum planned for early July -date agreed 17th July 2022 –This forum will be used to determine what the congregation feel we need to move forward with. PCC Members to gather ideas ready to be discussed at the PCC meeting on 6th July.

8. Finance:

8.1 Finance Report: Deficit for General Fund stands at £1000 after Parish Lunch.

AM suggested rota for cleaning church would save £100 per month.

Church Centre deficit stands at £300, perhaps less if not all income received yet.

8.2 Update on fundraising for projects: Funds for all the new chairs are in, with some Gift Aid needing to be claimed. 1 chair needs to be replaced & the company in process of replacing. Thanks to generous congregation only £860 remaining to be paid & will be taken from the legacy of John & Gill Taylor. Originally, the amount was to be taken from Georgina Weston's legacy, but this may now be used towards the new screen.

Sockets: Faculty has been agreed. £3000 grant received from Erskine Mutton Trust (Diocese of Salisbury Trust available for funding repairs subject to faculty for churches in Dorset.)

Will cover 50% of the basic cost. DAC have recommended a review be carried out of the number of sockets needed & architect's advice sought on cable runs. MW asked where remaining funds were coming from. General Fund could cover, also Talbot Village Trust may contribute but application needs to be done in advance of the project commencement. AM reported he had received info on the Lottery Community Fund supporting live streaming if it allowed opportunity to open up

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community-based activities. Mamma Mia singalong for Christian Aid cited as an example of the flexibility of the use of the Church building.

9. Fabric

9.1. Tree Survey undertaken in March and delegated action to Fabric committee. GK reported most remedial work can be carried out in house with a small amount needing to be done by qualified tree worker. GK liaising with St Michael's School re their involvement.

9.2. Electrical sockets – progress on faculty application – see above 8.2

9.3. Agree next phase of planned improvements (Dais and flooring, screen). Action plan – address the next items, swing out screen & new dais for nave altar, as outlined in reordering schedule.

PCC were asked to vote on the endorsement of a proposal to pursue an application for the installation of a swing screen. Proposed: AM, seconded LW. 16 in favour, 1 abstention CJ. CJ would have preferred money to go towards the dais.

10. Events - See Calendar Sheet already circulated

Paul Groves service of thanksgiving 2pm June 6th with everyone welcome afterwards in Church Centre.

Commission the new PCC at the morning service on 5th June -Pentecost.

Choir have been invited to sing choral evensong on August 7th at the Minster

10.1 Platinum Jubilee Weekend – update on plans/actions. JC has in hand

10.2 Summer Fundraising Ideas – MW & JW to host Beer & BBQ

PCC agreed to explore putting on holiday lunch as has been done before for needy families in the community. Money still in the account to finance from 3 years ago.

12. Correspondence: Verbal – concern from a congregation member that not aware of what the PCC does. PCC agreed minutes would be published on the website & made available at the back of church. These will not have been signed off by PCC until the next meeting so will be published in draft format. Notices are already up on the boards with details of elected members for 2022-23. Commission of PCC on June 5th will introduce them personally.

13. Any Other Business - PCC agreed to stick to Wednesdays @ 7.30 pm for meetings. Electoral Roll stands at 123 since the passing of Paul Groves.

Closing prayers.