

The Parish Church of St John the Evangelist, Staplegrove
Parochial Church Council Meeting
21 January 2020

Chair: Alec James (AJ)

Present: Gerald Weaver (GW – Deputy Chair), Gillian Greig (GG), Felicity McGill (Secretary FM), Chris Young (CY), Iona Young (IY), Alec James (AJ), David Greig (DG), Paul Carter (PC), Marjorie Connell (MC), Mike Hansford (MH), Jim Read (JR), Mike Stevens (MikeS), Pat Stevens (PS), Stafford Coombes (SC), William Allen (WA), David Brennand (DB)

Apologies: Moira Read (MR), Margaret Senior (MS)

Item	Minute / Action	Action By
1	IY opened the meeting with prayers, then all said The Lord's Prayer	
2	Apologies: see above	
3	<p>3.1 Minutes of the last meeting of PCC (12 November 2019) The minutes of the meeting of 17 September were agreed and signed as a true record. Proposed by PC, seconded by GG. Approved unanimously.</p> <p>3.2 Matters arising from the Minutes (not covered by this meeting's agenda) There were no matters arising.</p>	
4	<p>Matters arising from the notes of the Standing Committee Meeting on 7 January 2020</p> <p>4.1 Item 12.1. GW said that there were three to four items still outstanding from the Quinquennial, however the weather had stopped the work being carried out. While Andrew Hull had undertaken the annual inspection of the guttering etc, he had found that the twelve "hats" protecting the roof were brittle and these are being replaced.</p> <p>4.2 Item 21.1. CY said that he had written the text for the Memorial Notice. He will agree this with MS and the Notice will then be put up in the Porch.</p> <p>4.3 Item 11.1.3 MC queried the change in Church Rules regarding the appointment of Sidespeople vis a vis that this would be at the first meeting of the new PCC rather than at the annual meeting. She said that most would not be at that meeting. FM said that she would put something in the April edition of the Journal asking them to let her know if they did not want to continue. AJ said that he was going to arrange a meeting of Sidespeople. CY said that the information checklists were almost ready.</p>	<p>CY/MS</p> <p>FM AJ/CY</p>
5	<p>Treasurer/Finance</p> <p>5.1 DG reported the current balances of the bank account: Current account £11,112 Savings account £29,998 Total £41,110</p> <p>5.2 DG had distributed the unaudited accounts for the year. He asked that any questions should be directed to him.</p> <p>5.3 Contribution towards removal expenses At the Benefice Team Meeting, All Saints had said that they had promised that the two churches would contribute towards the payment of Ann and Stephen Kivett's removal expenses to Norton St Philip; the total cost would be between £3,000 - £4,000. AJ had told them that any contribution would require the agreement of 60% of PCC Members. After some discussion, including the recognition that donations are made towards the running of the church, it was agreed that St</p>	

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	<p>9.2 AJ explained that as the compost is an eyesore, Standing Committee had proposed hiring a skip and arranging a working party to empty the compost bin. After the compost heap has been removed a bespoke container will be hired from Viridor. SC was asked to get some quotes for the skip.</p> <p>9.3 AJ said that there are a number of dead trees in the churchyard which need to be removed.</p>	
10	<p>APCM 2020</p> <p>10.1 Requests for contributions to the Annual Report will go out in the next few days. FM asked for responses to be in by 22nd March. DG requested that the text of individual reports should be limited to 350 words.</p> <p>10.2 FM said that the term of office for the following members will expire at the Annual meeting: David Brennand, Pat Stevens, Moira Read. Also, the Diocesan Representatives: Paul Carter and Gillie Greig. The rules for Diocesan Reps will change from January 2020, whereby they will only be able to stand for two terms of office unless this is agreed by the Annual Meeting.</p> <p>10.3 The following vacancies on the PCC for 2020/21: 3 vacancies of 3 years, 1 vacancy of 2 years, 1 vacancy of 1 year.</p> <p>10.4 Forms will be available in the porch from early April and FM will put a notice in the porch and in the Journal. She will also remind those who identified a willingness to stand on the PCC.</p> <p>10.5 FM said that she hoped that PCC members would continue in their current role but if they did not want to, then could they please talk to AJ or GW</p> <p>10.6 FM agreed to contact Janet Darby about providing coffee from 7 pm for the Annual Meeting.</p>	<p>FM</p> <p>FM</p> <p>FM</p>
11	<p>Building and Property</p> <p>11.1. Refurbished Doors to Nave</p> <p>MikeS updated PCC members about the progress of the project to refurbish the doors to the Nave. The 5-figure sum had been donated by David Brighton in memory of Joy. Three glass designers had been identified: Tracey Sheppard who had designed the new doors at St Mary Magdalene's, Holywell Glass, based in Wells who would not only design the doors but also fit them and Martin Donlin whom the Project team were meeting on the 23rd January. The team were going visit Holywell's glass studio in the next week or so. It was felt that the doors would now be in memory of both Joy and David Brighton and David's son would be involved. It was not possible to remove the frame on the original doors because they had been a gift. DG asked if we had a legal obligation to keep the doors. We do not. Richard Donkersley will improve the look of the frame. DG said that he had had a discussion with David Brighton before he died, he was happy for any left-over funds to be used elsewhere in the church and also that the family were happy to top up the amount if it was not sufficient to cover the project.</p> <p>11.2 PC said that he has found the window in the south transept open on a Saturday evening, on more than one occasion. This is of concern because of the likelihood for bats to enter the church. CY to arrange a notice on the window asking people not to open them.</p>	<p>Churchward ens</p>
12	<p>Safeguarding (IY)</p> <p>12.1 There is a new safeguarding policy which the church wardens signed, and it will be put up in the porch and on the website.</p>	

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	12.2 A very successful Benefice safeguarding course had been provided in December by Kirsti Nelson for 15 people	
13	<p>Staplegrave School (IY)</p> <p>13.1 Emma Webb has started as Deputy Headteacher and there is a full complement of staff.</p> <p>13.2 IY said that the year 6 stats had placed the school in the top 10, which was a real achievement.</p> <p>13.3 IY said that it has been agreed that the Open the Book team will go into school at 2 pm on 27 January 2020</p>	
14	<p>Youth Mission and Ministry</p> <p>14.1 IY said that the Youth Mission team is planning Messy Church on Good Friday</p> <p>14.2 IY said that the Youth Mission team is planning the All Age Worship on Mothering Sunday. FM said that All Saints are now running their own Service on that day.</p>	
15	<p>Mother's Union</p> <p>15.1 In the absence of MS and MR, JR reported that there will be a Wave of Prayer Meeting at 2pm on 13 February which is open to anyone.</p>	
16	<p>Pastoral</p> <p>16.1 MC asked when the "new" pastoral care team will be meeting. This was noted in the minutes of the last PCC meeting and whether they were going to meet with others who provide pastoral care in the community. IY said that the team was only providing pre-baptism training for parents.</p> <p>16.2 MC also queried the pastoral role of Pam Wreford. FM said that she understood that Pam is coordinating Baptisms in the Benefice. DG said that he had given her a float for travel and would ask her for a job description to confirm her role.</p>	DG
17	<p>Fundraising</p> <p>17.1 The following events will be organised this year: Skittles in February, the daffodil weekend in March, Parish Breakfasts on 6 March, 14 June and 7th November, Strawberry Tea followed by Songs of Praise on 15 June, the Benefice cricket match on 30th August, the Masai Warriors on 23 September, the Harvest Supper and Festival on the weekend of 3rd/4th October.</p> <p>17.2 AJ said that he would like to donate a cup for the Benefice cricket match which would be called the Stephen Kivett Trophy and would be presented annually to the winning team</p> <p>17.3 There are also events on Saturday 20th June when the Phoenix Singers will hire the Church and a fundraising event by the Male Voice Choir on 28th November.</p> <p>17.4 The regular Saturday Coffee Morning and Neighbourhood coffee morning on the 3rd Tuesday of the month are very popular.</p> <p>17.5 MC queried the use of money raised at the neighbourhood coffee morning. She said that people think it was in aid of church funds. JR said that this had never been the case, from when the coffee morning started it has raised money for other causes, for example this year it will donate money to Traidcraft and Christian Aid.</p> <p>17.6 FM said that Heather Williams has agreed to coordinate Ride and Stride on 14 September</p>	

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18	Hospitality 18.1 There was nothing to report on hospitality	
19	Journal and Website (WA/MikeS/FM) 19.1 Advertising. WA said that we had signed up one or two new advertisers which had made up for those that we had lost. Advertisers were settling their bills quicker this year than normal. It was agreed that we would discuss advertising fees for 2021 at the PCC meeting in May 19.2 Journal. WA said that the Newsletter had been a success and he had arranged for a few extra copies which were cheaper to produce up front. PS said that subscriptions were coming in. GG said that she had thrown a lot of journals away. She agreed to contact WA if this was the case again. 19.3 FM said that she was no longer looking after the All Saints website as she did not have the time.	
20	Tower and Choir 20.1 FM said that Elizabeth Hall has requested PCC support for choir members who would like to attend an RSCM event with David Ogden in April. The cost is £15 per person. It was agreed to fund choir members up to a sum of £150. Proposed by FM, seconded by DG, agreed unanimously. 20.2 MH said that he was still waiting for the report on the state of the tower from Taylors but would probably go with the two estimates that he has already received. He said that there is evidence of movement and cracking in the tower. The work could cost in the order of £50,000 and although there are grants available, the repairs will require an Appeal which would be launched properly later in the year. 20.3 MH said that the standard of bell ringing was improving and there was a couple of new ringers.	
21	Worship (MSK) 21.1 MC said that it had been mentioned to her that clergy had not been introduced neither were the notices read at last Sunday's services. FM said that she had sent an email to Duty Wardens asking them to do this. AJ said that Marion Coombes had introduced Alistair Wallace and also read the notices before the 10.30 am Service. 21.2 CY had circulated a paper about the state of the Organ prior to the meeting and major work required to update it. It was planned to raise an organ appeal, but because of the state of the Bell Tower he felt that this appeal should be delayed for another year. Subject to the cost not being much greater than the original quote of £2,000 during reordering. CY proposed that we should undertake the work to the swell pedal during 2020. This was seconded by GW and approved unanimously.	CY
22	AOB 22.1 FM had distributed a Regular Services and Events sheet prepared in conjunction with MR which could be picked up from the porch. It was agreed that this should be a good idea 21.2 IY proposed that the agenda for the PCC meeting should be amended so that it is not so long. This will be discussed by Standing Committee 21.3 IY thanked Standing Committee for their work preparing for the vacancy	FM

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23	PCC members concluded the meeting with The Grace.	

Standing Committee 1 Lawn Road at 7.30 pm	PCC in Church at 7.30 pm
Tuesday 18 th February 2020	Tuesday 10 th March 2020
Tuesday 31 st March 2020	Tuesday 21st April 2020 – APCM (change of date)
	Tuesday 5 th May 2020 - TBC