

PARISH CHURCH OF ST MARY'S ALLITHWAITE

MINUTES OF PCC MEETING HELD ON

Monday May 14th 2018 – at 7.30pm in the Mary Lambert Hall

Opening Prayer: EA read from Psalm 138, reminding us that we have no authority other than God's

Present: S Bell (Lay Chair), E Arthurs, Isabel Davey, Ian Davey, A Robinson, J Tindale, P Hogan, J Buckler, H Smith, A Sherwin, P Rowsell. In attendance: Amiel Osmaston

Apologies: received from M Fieldhouse, M Jackson, A Jones, K Haughton, J Bell

Welcome: The Chairman welcomed AR and AS to their first PCC meeting. He then welcomed AO who introduced herself and explained her role.

She has been asked to provide support and oversight at St Mary's whilst Rachel is not with us. To ensure that the Church continues to focus on Mission. To provide a link to the Diocesan resources and assisting with any major issues within the Church. She will also provide support for HS as she completes her Reader training.

1. Minutes of Previous Meeting: The minutes of the meeting held on 19th March were approved and signed by the Chairman. There were no matters arising that were not covered by this agenda.

2. Appointment of Officers:

PH explained that he was having to stand down as Churchwarden due to an upcoming course of intensive hospital treatment. On behalf of the meeting, the Chairman thanked Peter for all his hard work and offered his best wishes for his treatment and the outcome.

Alan Jones had been approached and agreed to act as a Deputy Warden for the coming year.

The following appointments were made with unanimous support from the meeting:

Deputy Warden: Alan Jones, Michael Jackson, Pat Rowsell

PCC Secretary: John Arthurs

Minutes Secretary: John Arthurs

PCC Lay Chair: Steve Bell

PCC Treasurer: John Tindale

3. Appointment of Church Representatives:

The following appointments were made:

Team Council: Elisabeth Arthurs, Isabel Davey

Churches Together: Chris Jones, Michael Fieldhouse

School House: R Stavert, P Rowsell, P Hollander, M Bird (**JA to check that PH is happy to continue**)

Mary Lambert Hall: R Stavert, S Wymer

4. Church Committee Appointments:

It was felt that in the absence of a vicar, the Standing Committee needed someone from the Worship team, EA agreed to join the committee.

The following appointments were approved:

Standing Committee: Vicar, Churchwardens, Treasurer, E Arthurs, J Bell, P Rowsell

Social Committee: it was agreed that this would continue to meet on an informal basis, JA to organise.

Mission Committee: AR agreed to join this committee. **JA to let the committee chair know.**

5. Plans for covering absence of Vicar:

IsD would ensure bread is provided for Communion.

Arrangements for weddings and funerals are covered by the Churchwardens.

AV: C Rowsell will prepare the Powerpoints for Communion Services. Leaders of other services will provide their own. HS stated that she may have to resort to “old fashioned” hymn books when she is leading a service.

SB to be informed of any other gaps / issues.

6. Treasurer’s Report:

The Church accounts to April 30th had been previously circulated.

JT reported that the cost of the Saltmine schools’ visit had now been covered by various donations.

Other comments on the Payments section:

Our contribution to the cost of the Team Office was £550 in the first quarter. The PCC needs to consider whether this is an efficient way of providing admin. support.

The one-off cost of the new projector is included.

“Church Giving” is the money collected at funerals etc. for e.g. charities.

The recent Gift Day produced £510.

The Deposit Account has been re-structured as agreed at the last PCC meeting; it now shows £20,000 in a new roof fund.

In response to queries it was agreed that:

SB would source a new (easier to use) remote changer for Powerpoint use.

JA would investigate the possibility of installing a second screen in the south aisle and projected costs.

7. Committee Reports:

Team Council:

HS expanded on important issues in the minutes that had been circulated, including the “reconciliation process” that is taking place in the Team, and the interviews for a Team Rector and a Priest in Charge at St Paul’s. These interviews are taking place on May 17th, EA will be on the interviewing panels.

It was noted that all PCC members needed to complete the level 1 Safeguarding Course, which can be done on-line. **JA to ask A Fogg to circulate the web link to all PCC members.**

Standing Committee (meeting held today – verbal report):

M Lamb will be standing down as magazine editor at the end of the year.

The path lighting is complete.

A new roof survey is to be completed and will be presented to a future PCC.

It was agreed just one person would deliver **important** notices at services, where necessary highlighting the information on the weekly sheet.

8. Parish Weekend Away:

Booking forms are available – to be flagged up in both churches over the next few weeks.

A discussion took place regarding a visiting speaker. **It was agreed that SB and AO would meet to decide on a speaker** – subject to availability. The meeting agreed on a budget of up to £1000 to cover all costs – accommodation, travelling, fees etc.

9. New Data Protection Regulations:

JA gave an overview of the new regulations that come into effect on May 25th, outlining the implications for the church. Many of the Church's processes are covered by what is known as "legitimate activity", but there are instances where we may need to obtain consent for personal data to be stored and used. He suggested that we need to carry out an "audit" of the data we keep, produce a "privacy notice" and a consent form. There are very good guidelines on a CofE web site.

It was agreed that SB would ask Alan Jones to undertake this task.

10. Any Other Business:

PH reported that a second opinion had been obtained on the performance of the boiler. The capacity of the boiler is right on the limit for the space it is heating, and ideally should be replaced by 2 boilers, each at 3/4 capacity at an estimated cost of £5,000. A consideration for a future meeting!

It was agreed that the existing service contract with O'Connell & Bean is cancelled, and a new contract with Brayshaw's put in place for a thorough service in October. **Action PH**

Closing Prayers:

The meeting closed with prayers for Peter as he commences his course of Chemotherapy.

Dates of Future Meetings:

Monday July 16th, Monday September 10th, Monday November 12th all at 7.30pm in the MLH