

**ST PETER AND ST PAUL'S CHURCH, SHEPTON MALLET**  
**PCC MEETING MINUTES - March 6<sup>th</sup> 2017**

**Present:** Nick Bennett NB, Richard Brook RB, Sue Crisfield SC, Wendi Davis WD, Matthew Dawkins MD, Revd Jonathan Hunter Dunn JHD, Sylvia Ingham SI, Vaughan Ives VI, Emma Kendall EK, Alison Maidment AM, Pat Penn PP and Keith Wetherill KW. *In attendance:* Helen Bennett HB, Stephen Jarrett SJ

1. JHD **welcomed** everyone to the meeting. He then read from Matthew 16; Jesus says "*who do people say that I am?*" We do not deduce that Jesus is the Christ logically, but it is discerned by the Holy Spirit. We give thanks that God has shown each of us our Saviour and we seek to do everything we can to keep Him at the centre of our lives and church. JHD then led us in **prayer** that God may build His Kingdom here.
2. **Apologies** had been received from Dave Crisfield and Maggie Massey. JHD **welcomed** Stephen Jarrett to the meeting, who is taking on the role of treasurer following the APCM. There will be a handover period in which RB will offer advice and training as needed. JHD reported that he had asked Robert Goodhand to be minute secretary (non-PCC member) and he has agreed. Andrew Mortimer is also keen to get involved in governance of the church and he will take on the Chair of F&GP.
3. **Minutes from the meeting of 9<sup>th</sup> January 2017** were proposed by NB and seconded by SC and were unanimously approved, with one amendment: Point 9 line 4 changing 'this' to 'children's corner.'
4. **Matters Arising**
  - i) Community Conversations: JHD, NB, VI attended along with Albert Owen, Nick May, Mike Gould and Joy Lees. The focus was the Bishops explaining the Diocesan vision 'Living and Telling the Story of Jesus.' A very positive event with over 200 people, encouraging people to engage with mission and evangelism, although with some vagueness about what the story of Jesus is and how this is resourced. **Action: JHD will offer some feedback to the Diocese.**
  - ii) Follow up to services: it was felt right to offer a general invitation for people attending Christmas services to engage further, but there had been no specific responses and we need to consider how personal invitations will form part of our approach to mission and evangelism in the future.
  - iii) Children's corner: WD and JHD have consulted more widely and we will now trial moving the corner. JHD has liaised with the Methodists about what can be relocated in the Lady Chapel. Noticeboards from the prayer corner will move to the AV corner. **Action: JHD to announce changes at services**
  - iv) PSR costs, investment and future use: WD reported that the youth work has relocated to the top floor, but this remains a multi-use room. There was a discussion about the use of PSR and the level of short term investment. It was agreed that there was a need to keep the building secure, dry, clean and warm but beyond that it was agreed that there would need to be significant missional reasons to invest further. Otherwise, there would only be investment for safety purposes. It was noted that there are a number of volunteers happy to do some basic redecorating. It was also noted that the Cave needs to be cleared out and a fan put in to ensure the air moves around. Also, there is a need to ensure that the basement does not attract rats. **Action: NB/VI to assess requirements for Cave**

#### 5. Rector's Update

JHD had attended a seminar focussed on doing Baptisms well and has picked up some new resources. There are 3 versions of the Baptism liturgy which JHD has been reviewing and will be working with a small group to consider how this can be developed for our future use.

JHD and SC had attended a session on being welcoming, inclusive churches. Bishop Ruth was speaking and although it was an interesting event, JHD felt there was a strong agenda regarding redefining marriage, with regard to being inclusive churches for LGBT people. There remain some questions about how to be affirming churches in this context. SC valued hearing LGBT peoples' experiences of church and would welcome more opportunities for this.

JHD reported on vision progress and noted that SC has offered to coordinate the pastoral care needs and has taken a step back from the social committee which needs re-establishing. A small

group are meeting with JHD on March 9<sup>th</sup> to discuss the prayer life of the church, including the prayer ministry team, and ideas such as prayer meetings and prayer triplets.

There was a discussion on PCC vacancies prior to the APCM on April 30<sup>th</sup>.

## 6. Fabric and Reordering

NB reported the following on fabric:

- i) 4 church boilers and 2 PSR appliances have now been checked and serviced by Westfield Plumbing. The boilers are still serviceable for the next 4 or 5 years. NB is looking into a remote timing system (Hive or similar) for programming and controlling the PSR boiler. MD reported that there is an ongoing issue with young people commenting that it is too cold and they may not come to groups again. WD noted that three heaters seemed to stop working at the same time. **Action: NB/VI will investigate further.**
- ii) Organ - there is now a planned schedule of tuning and repairs which gives us clarity on the scope of the work. There will be some minor electrical installations in the loft to provide low-level heating bars to stabilise the air temperature in winter. RB requested that the PCC put £2000 aside for work to the organ, with the understanding that 75% of this is likely to be covered by a donation. RB proposed, SI seconded and a majority voted in favour, with 2 abstentions.
- iii) Quotation for repair of the leaky cast iron gutter has been received for £200 plus VAT. Awaiting a date for Steven Hancock Guttering to carry it out.
- iv) Quinquennial Inspection is on April 20<sup>th</sup> and John Beauchamp will carry this out. A copy of the report normally follows about a month later. RB asked that questions be asked about regulations and for electrical work. NB reported that this was covered under insurance compliance checks last year.
- v) Branden Heselton has asked to stand down from his role looking after tower and clock maintenance due his knees and this responsibility will be picked up by Churchwardens. It is hoped that Andy Mead will advise on bell issues when required. Thanks have been emailed to Branden and are also offered on behalf of the PCC for his hard work and commitment in this role over the last 10 years.
- vi) VI noted that he has put up some notices to help prevent parking outside the gym and to encourage people to put dogs on leads.
- vii) There has been a fly tipping incident against the back gate. NB called the enforcement officer who reported that the Britains had witnessed this incident and had photographed the perpetrator.

VI reported the following on reordering:

The DAC visitation has recently happened, which offered advice as 'critical friends' on the plans. Their report has been received and was generally encouraging. Their preferred plans were those that did minimal damage to the church fabric by having internal 'pods'. There is a church who has used this plan at Norton St Phillip and this will be visited to see this in situ. The group following this up includes VI, JHD, John Beauchamp (architect) Andrew Mortimer and Janet Saxon (who is part of DAC for Bristol Diocese). The group will refine the Statement of Need and organise some consultations with church family and the community. In the meantime, VI and NB are attending a seminar on church reordering. The plans need to be justified on the grounds of ministry and mission and the final decision on the plans is made by the Chancellor of the Diocese.

## 7. Treasurer's report

- i) Financial report - as of 3<sup>rd</sup> week of February there was £65,500 which is largely due to an anonymous donation to support ministry for work with families and young people. In terms of spending; it has been relatively modest in the three months since Christmas.
- ii) Annual accounts and Report of Trustees: The audited accounts need to include a report of trustees which has traditionally come from the treasurer and RB noted it might be worth changing the style of this in the future to give information in line with the vision.
- iii) New treasurer - as noted above, Stephen will be taking over as treasurer after APCM and RB will attend PCC and F&GP meetings for approximately 6 months to assist transition.
- iv) Small charities - Linda Holder has taken this on and most of these charities will be closed in the coming months and the money will go to related causes. Linda is confident that PSR could be transferred to the PCC, however there is a note of caution as we need to ensure due diligence and a risk analysis will need to be done. The PCC will also need to get a survey, a report on commercial viability to sell, ensure there is no restricted covenant and be sure that

there is an advantage in taking it over. If we choose not to take it on, we hand it over to the Official Custodian of charities.

#### 8. F&GP

KW reported that the meeting had looked at the Giving for Life information previously circulated. Two other issues were also noted; that a second radio mic has been purchased and is in use and also that office expenditure needs to be assessed, just to ensure that spending is appropriately budgeted. JHD offered thanks to KW for his work and commitment.

#### 9. Parish Share banding - in preparation for APCM:

JHD brought a recommendation to the meeting that we self-assess our category for parish share in 2018 as E which is 'evenly to unfavourably placed' in economic terms. For the last 2 years, we have self-assessed as F which is 'unfavourably placed'. RB reported that average giving through structured means has significantly increased and therefore we are in a more robust situation than previous years. There was a consensus that a move to E or D categories was justified and there was discussion over whether to move immediately to D or to move to E with a view to moving to D in the future, pending further stability in finances. A vote was taken with 12 in favour of moving to category E with a view to increasing in future; 2 in favour of moving to Category D and 1 abstention. It was therefore agreed to assess for 2018 at Category E.

#### 10. Correspondence

The PCC Giving Survey had been received from Andrew Rainsford and discussion on this will be deferred to a future meeting. **Action: JHD to include on future agenda.**

Royal Air Forces Association have written to request holding a service on Sunday September 17<sup>th</sup> 2017 to commemorate the Battle of Britain. It was agreed to support this, although not in the morning.

#### 11. Safeguarding No current issues

#### 12. Health and Safety

Someone slipped on a wet flagstone and had bruised her arm. **Action: NB/VI to ensure this has been recorded in the accident book in the vestry.**

KW noted that it was increasingly difficult to navigate children whilst setting up for the 11am service. **Action: WD will email parents to remind them that children are their responsibility when in church.** WD reported that there were no injuries at all during recent events, which have included a trampolining event, a pancake party and a night event in the dark. We therefore give thanks for the safety of our young people.

#### 13. AOB

RB reported that there has been a request to support the Bishop's Lent appeal, focussing on helping refugees, particularly those in Somerset. JHD proposed giving the £1000 from last year, KW seconded and the meeting voted unanimously in favour. JHD also noted that Robert Goodhand had attended a meeting focussed on housing 2 Syrian families locally and it would be good to support them as a church.

#### 14. Dates of future meetings:

- a. PCC - May 8<sup>th</sup>, July 3<sup>rd</sup>, September 4<sup>th</sup>, November 6<sup>th</sup> 2017
- b. F&GP - 6<sup>th</sup> June, 3<sup>rd</sup> October, 5<sup>th</sup> December (pending new Chair's availability)
- c. APCM - 30<sup>th</sup> April 2017 after a joint service at 10:00 am followed by lunch.

The meeting closed in prayer.