

The Parish of Three Saints

PCC Minutes

Monday 10th September 2018 at 7.00 – 9.00pm
at the Methodist Church, Brent Knoll
Chair Mrs Gwen Hatton

Present: Gwen Hatton, Mike Smith, Frances James, Kathy Quinnell, Barbara Foti, Ged Keele, Ginnie Soffe, Maxine Bashford, Nick Bashford, Nikki Burns, Sally Wingate, Sarah McLean, Tim Hannah, Jim Hanmer, Carole Carter (Minutes)

Apologies: Anthony Barkle, Della Brewer, Dot Coles, Sarah Coles, Victoria Daintree.

No	Item	
A.	Opening Prayer	Nikki Burns
	Welcome and apologies	Gwen Hatton
ADMINISTRATIVE ITEMS		
B1	<p>Approval of minutes from meeting dated : 16th July 2018</p> <p>Matters arising: Actions from last meeting:-</p> <p>ACTION: C2 : Church Life Giving Review - Jim to set up FT meeting to discuss possible options</p> <p>ACTION: C3 : St Christopher's Church trees - Barbara to update PCC in due course when planning approved</p> <p>ACTION: C4: St Michael's Church - churchyard tree - Mike to advise further re progress/damage etc.</p> <p>ACTION: C5: St Mary's Lectern - Kathy to update PCC when more info received from DAC</p>	<p>Proposed: Gwen H Seconded: Kathy Q Approved: Unanimously</p> <p>To be carried forward</p> <p>See Consent Agenda Item C1</p> <p>Tree has been removed. Stump remaining. Carole to contact Diocese re damage to gravestones & potential TPOTS liability</p> <p>No response received yet. To be carried forward.</p>
B2	Rectory Update	No further concerns. Mike will contact Diocese re heating property during Autumn/Winter period whilst unoccupied.

CONSENT AGENDA

C1	<p>Approval of Committee/Team Reports:</p> <ol style="list-style-type: none"> 1. Buildings and Grounds – Trees St C's - Ratification required 2. Finance - 2019 Budgets – See Item G1 3. Church Life Giving 4. Worship 5. Pastoral Care Team 6. Deanery Synod 7. Mission & Evangelism/ Nurture & Growth 8. Fundraising 9. Friends of St Mc's 10. RPOT – Sketch proposals - See Item G3 11. Safeguarding 12. TPOTS Website – Update 	<p>C1.1. Barbara detailed Standing Committee decision to appoint Dan Berry as favoured contractor for works & ratification now required from PCC. Approved Unanimously.</p> <p>C1.2. See Item G1</p> <p>C1. 10. See Item G3</p> <p>Jim confirmed that to make a website interesting we need to populate. It was agreed all TPOTS events would be published, including St My's Pub Quiz, Harvest Lunch, & Christmas Coffee Mornings</p>
C2	<p>St Mary's Chancel Vestry Sink</p>	<p>Kathy advised she has now received faculty approval & the works are to be funded by a family donation from her. As works would have no impact on any QQ/RPOT proposals it was agreed work is to go ahead.</p> <p>Proposed : Maxine B Seconded: Mike Smith Approved Unanimously</p>

CASCADE REPORTS

D1	<p>None submitted</p>	
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TRIUMPHS or CONCERNS (ToC Time – 10mins)

E	<p>An opportunity for any PCC member to tell the PCC of a triumph or concern that has come to their attention and wish to share with members</p>	<p>Pop-up-Restaurant raised £1251 (inc £92 Gift Aid) well done everyone & again thank to you Paul & Sarah for hosting. Notice has been put in Slink.</p> <p>Thank you letter from Jeanne Champion thanking both PCT & everyone for the contact during her recent stays in hospital & subsequent recovery.</p> <p>Messy Church has currently been suspended - probably until January 2019. Help for group is an issue, however, Nikki has already received potential support for future meetings in 2019. Nikki will arrange a meeting to discuss format/support etc. in due course.</p> <p>It was agreed that Messy Church article would remain in the Parish Profile document.</p>
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F HOLY COMMUNION - Not Scheduled for this meeting

G DISCUSSION AGENDA

<p>G1</p>	<p>Budgets 2019</p>	<p>G1. Jim confirmed that the process would be the same as last year. Fund Raising Team budget proposals/reports are to be submitted asap for inclusion for 2019. Various figures were discussed/queried & it was asked if we would be making our full Parish Share payment. Jim advised that it would be a PCC decision possibly at the November meeting. Comment was also made with reference to the cost of visiting clergy from the accounts. Carole confirmed that it was cost neutral as we are reimbursed fully. Mike highlighted a fundraising scheme currently in operation in Swindon. This could be used for Church Life fundraising. Mike said he would investigate further & report back to PCC. ACTIONS: Carole to send for team fundraising reports if not received. Mike to investigate fundraising scheme for next meeting.</p>
<p>G2</p>	<p>Parish Profile (PP) update – Document is still with Diocese and Archdeacon Anne Gell & may be ready for final discussion & available at this meeting.</p>	<p>Ginnie showed details of changes made to PP from PCC member feedback & thanked everyone for their support including the Dioceses ladies from Visioning Evening. Approval has also been received from Archdeacon Anne if PCC approve document.</p> <p>Sarah stated that we as a PCC must own this document and it should be an integral part of our mission.</p> <p>Various comments were raised about the front page statement of '1 young parish'. Sarah explained that in the whole scheme of things 6 years since inception is 'young' in the church realms. Also that we were not totally together in our workings of 1 parish, we still have the tendency to think as 3 villages.</p> <p>Couple of minor 'tweaks' would be made & then Carole will send document to PCC members.</p> <p>Document was approved for publication by PCC Proposed: Maxine Bashford Seconded: Nick Bashford Approved Unanimously</p> <p>Sarah confirmed PP team would now write the advert to go with profile & this is anticipated to be completed by Friday 14th September & would be advertised asap. Potential interview date has been given by Archdeacon Anne Gell of 22 November.</p> <p>Discussion took place regarding size of interview panel & set potential questions which should be asked of all candidates. Offers of support for inclusion on panel have been received and it was agreed that another meeting/e-mail discussion would need to take place for PCC to agree structure. ACTION: Sarah Mc to advise PCC regarding requirements for panel in due course.</p>

G3	<p>RPOT & QQ Works –plans/proposals for agreement/discussion.</p>	<p>Lengthy discussion took place regarding proposals including feedback from PCC members not able to attend.</p> <p>Templates had been sent out to complete to ensure accurate recording of quotes/works etc.</p> <p>Jim confirmed that we still have had no one coming forward to support St Mary's works as a liaison. Adverts are going in Parish magazines and are already on website. Historically churchwardens were able to facilitate this role in part, but in view of the Interregnum it was felt that this was not an option at this time due to increased workloads/responsibilities.</p> <p>It was finally agreed that the following proposals would be adopted for further investigation/quotes/faculties etc. Kathy confirmed that where necessary she would arrange for completion of all faculty applications as necessary for the QQ/Rpot works.</p> <p>St Michael's - Drawing option SK5 - approved with request to investigate additional hospitality area.</p> <p>St Christopher's - Drawing Option SK7 - approved with slight alteration of moving font nearer centre Isle.</p> <p>St Mary's - Drawing Option SK9 - approved with request to remove another couple of 'Victorian' pews from north isle to create slightly larger seating area.</p> <p>Approved Unanimously</p> <p>ACTION: Jim to progress works approved on to next stage.</p>
H	AOB	
H1	<p>8am Worship – November onwards - 7 services to cover</p>	<p>Churchwardens will arrange & help/support has been offered from Tim Hannah, Sally Wingate & Ged Keele.</p> <p>Action: Jim will note on Website</p>
H2	<p>Notices – Funerals scheduled during the coming week to be announced at 10am Services (where possible)</p>	<p>Carole will arrange when applicable</p>
H3	<p>Songs of Praise Service - suggestion from Pauline Chadwick</p>	<p>Feedback to be given to Pauline for this event. It will be advertised in Sunday Link</p>
H4	<p>Harvest Festival – Bring & Share Luncheon – October 7th 12.00pm at St Christopher's . After worship. Will be advertised</p>	<p>Will be advertised in Sunday Link & on website.</p>

H5	Access to St Mary's through front gate over cobbles	<p>Kathy advised that there had been a serious Health & Safety concern regarding the large cobbles when wheelchair users need access.</p> <p>Permission to correct is needed from Dioceses (Faculty) & also English Heritage. However works will not produce a cost to TPOTS as churchyard is closed & responsibility is through Sedgemoor District Council.</p> <p>ACTION: Kathy to progress required alterations/modifications as a matter of urgency with the necessary bodies. PCC will be updated in due course.</p>
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I	CLOSING PRAYER	
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J	FUTURE Meeting DATES	
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J1	<p>Standing Committee Tuesday 6th November – 7pm Church Office</p> <p>PCC Meeting – Tuesday 20th November 7.00 pm BK Methodist Church</p>	<p>2019 Standing Committee Monday 7th January - 7pm Church Office</p> <p>PCC Meeting Monday 21st January- 7.00 pm BK Methodist Church</p>
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ACTIONS from Meeting;		
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(From meeting 16 July 2018)

- ACTION: C2 :** Church Life Giving Review - **Jim** to set up FT meeting to discuss possible options
- ACTION: C4:** St Michael's Church - churchyard tree - **Carole** to seek advice from Diocese re damage to headstones/graves etc.
- ACTION: C5:** St Mary's Lectern - **Kathy** to update PCC when more info received from DAC

- G1 Budgets 2019** **Carole** to send for team fundraising reports if not received.
Mike to investigate fundraising scheme for next meeting.
- G2 Parish Profile (PP) update**
Sarah Mc to advise PCC regarding requirements for panel in due course.
- G3 RPOT & QQ Works**
Jim to progress agreed works approved on to next stage, quotations/amendments etc..
- H1 AOB - 8am Worship - Jim** will note on Website all services covered until end of January 2019.
- H5 AOB – Entry to St Mary's gate- Kathy** to progress required H & S alterations/modifications as a matter of urgency with the necessary bodies. PCC will be updated in due course.