

## **Minutes of St. Giles' Matlock. 2017 Annual Parochial Church Meeting 25/04/2017**

**Present:** Fr. Mark Crowther-Alwyn (Chair), Alison Grindrod, Allan Preston, Angela Neale, Rev. Audrey Smith, Barbara Hughes, Brenda Maltby, Brian Legood, Bridget Caudle, Carol Sanderson, Claire Drabble, Edwin Sanderson, Emily Brailsford, Helen Legood, Jackie Steele, Jean Haines, Jennie Faulkner, Joan Link, Fr. John Drackley, Jonathan Grant-Nicholas, Martin Smith, Michael Amos, Mick Maltby, Peter Steele, Sarah Higgs, Sue Stanger, Susan Grant-Nicholas.

Fr. Mark welcomed everyone to the meeting and began the proceedings with a short prayer.

### **1/17 Apologies for absence.**

Apologies for absence were received from Fred Drabble, Joan Pybus and Peter Taylor

### **2/17 Approval of the minutes of the 2016 APCM**

### **3/17 Consideration of reports on the following;**

- a) Changes in the electoral roll since the last annual parochial church meeting.**
- b) The proceedings of the PCC.**
- c) Financial matters**
- d) The fabric, goods and ornaments of the church**
- e) Wirksworth Deanery Synod**
- f) Reports from other church organisations.**
- g) Incumbent's report.**

### **a) Changes in the electoral roll since the last annual parochial church meeting.**

### **b) The proceedings of the PCC.**

The PCC has met 9 times this year, counting the brief meeting following last year's APCM. This is rather more than usual for reasons I'll explain in a moment. Out of a possible attendance of 15, including Fr Mark and Fr John, the average attendance has been just over 12. We have never been inquorate.

As I think most of you will be aware, the major topic for discussion and decision has been the repair to the roof and the acquisition of grant aid for this project. This necessitated a couple of extra PCC meetings to deal with urgent matters relating to obtaining the necessary faculties. I do not propose to say anything further about this as it will be discussed in other reports. Other topics which have exercised our minds considerably have been;

- issues surrounding 'safeguarding' and again, I'll leave that to Joan to report on further;
- charitable giving, where the requests for support always outweigh the limited amount we can give.
- French drains. To anyone mystified by references in the PCC minutes to a 'French drain'. I can assure you all that this has nothing to do with the Matlock twinning arrangements, and still less to Brexit or the recent Presidential election results. Far more prosaically it refers to a drainage ditch round the north side of the church. A safety railing has now been installed and very good it looks too.
- The Barn. What to do with it. I'll leave that report in Sarah's capable hands

If I am re-elected to the post of PCC secretary, I hope never to hear the dread expression, 'This project requires a faculty', ever again.

*Martin Smith.*

### **c) The Financial Statements of the PCC for the year ending on 31<sup>st</sup> December 2016, audited or independently examined. (The Finance Report) (Copies of the 2016 accounts are available on request, but are not included with these minutes)**

The Treasurer introduced the financial report by apologising for errors that had crept into the 2015 accounts. He stated that these were entirely his own fault but that the copious notes which accompanied the 2016 accounts explained the various issues and had been included with the

agreement of both the Area Dean and the parish's independent examiner and auditor. The 2016 accounts have been approved by the independent examiner and auditor.

Total assets were now down by £9k entirely because of the roof project.

The Treasurer then outlined the key points arising from the various accounts.

As far as the **General Fund** was concerned, the none-gift-aided income is down by £3500, but gift aided income is up. There has also been £8500 arising from donations and from the reclaim of VAT on the roof project. The Treasurer expressed concern about the level of income, pointing out that most of the expenditure was unavoidable. The most obvious solution was for members of the congregation to give more generously.

The **Fabric Fund** showed a substantial favourable balance as there had been little in the way of expenditure except on the alarm system.

The **Choir and Organ Fund** was in balance. Expenditure is largely the organist's fees and the income is from weddings and funerals. Any shortfall is met by transfer from the General Fund.

The **Barn Fund** shows a substantial deficit. This due to a reduction in rental income as a consequence of the closure of the 1<sup>st</sup> floor room and kitchen, but also the costs of heating, lighting and insurance attributable to the Barn are now shown as part of this account. Unless the major restoration of the Barn takes place and income levels are increased it is difficult to see how the income/expenditure gap can be bridged.

The **Charities Fund's** income is largely from the General Fund, but also from the Lent lunches, harvest appeal, civic service, etc. The Treasurer noted that the Besom Fund, which had featured as part of the Charities Fund in previous years, had now been wound up.

The **Education Fund** shows a substantial positive balance. Of course it can only be used for educational purposes and expenditure from this fund is usually directed toward St. Giles School. However, during 2016 there had been some expenditure to cover Emily Brailsford's training to become a licensed reader.

The **Bell Fund** income was made up of fees from weddings and funerals, but also donations from the bell ringers themselves and from visiting ringers. The Treasurer noted that in 2016 the ringers had set up a system of regular subscriptions to go towards restoration/repair of the bells.

Inevitably, the main area of financial action was in the **Roof Fund**. There was the usual small sum spent on routine maintenance, but the main expenditure was of course on the new roof. There is £32k in the fund from St. Giles sources, plus a further £27.6k in grant monies and £1.2k VAT reclaim, with a further £8k expected. The total estimate for the roof project is £85653, but it is expected that the final spend will be less, allowing the remainder of the budgeted sum to be spent on the railing around the 'French' drain. The Treasurer expressed the view that much of the credit for the healthy state of the fund, prior to receipt of the grant aid, was the result of careful management of the church's finances by his predecessor, Mick Maltby.

In conclusion, the Treasurer pointed out that although there were these various funds, in practice all expenditure and income had to go through the General Fund. He apologised again for being 'honestly incompetent' and he thanked his wife Jackie and John Higgs for their invaluable assistance in sorting out the issue with the 2015 accounts and in ensuring the 2016 accounts were correct. He said that he would willingly relinquish the post if anyone felt moved to take it on and pointed out that, even if he was to be re-elected to the post he would only wish to stay on for another financial year. There were no questions to the Treasurer on his report and Fr. Mark expressed the view that Peter underestimated his efforts and that he had made a very good job of being Treasurer, particularly singling out the work involved in obtaining the grant for the roof.

Mick Maltby proposed that the report and accounts should be accepted and this was seconded by Sue Grant-Nicholas. The proposal was accepted without any dissent.

**Resolved. To accept the Treasurers Report and the 2016 accounts**

#### **d) The fabric, goods and ornaments of the church (the Churchwardens' report).**

I am Angela Neale, the newest churchwarden appointed in 2016. Many of you may know that I first came here, for my first ever church service 17 years ago with my son Edward who was then a few weeks old and is now a teenager and I have been worshipping here ever since. Saint Giles Church and our congregation is a very special to me. This year in office has been a fascinating journey of discovering the inner workings of our wonderful church. 2017 has somehow felt like a fresh start for all of our wonderful volunteers and a chance for us to reassess where we are as a church and a community and where we are going.

**Looking at immediate tasks:** Along with our hardworking deputy churchwardens and PCC members we have worked for several months to completely renew how we catalogue the moveable valuables and artwork in the church. We now have a 200 page digital catalogue recording not only the source

and location of every item here, but a visual image of everything. Did you know we have 43 types of service and hymn books? Going forwards we are now set up to swiftly and accurately add and edit any changes to the contents in church. We have now updated the official log book which records all fabric changes to our church so we are ready for our first inspection. We continue to nibble away at various outstanding required repairs to this beautiful building behind the scenes. All restricted by budget or time, but we will try to complete them.

**Bigger Issues:** You will have noticed that various larger building works have been happening over the last year. The renewal of the roof section above the North Aisle and installation of guard rails to the French Drain at the back of the church was a huge project not only to plan and action the works but to secure a highly-contested government grant to part fund the works. We were one of only a few hundred who succeeded from a total of around 1500 applicants. Our thanks must go to Peter Steele who doggedly pursued this much need funding which entailed the providing of extraordinary amounts of paperwork and detail. I also thank Father Mark for taking the time to guide me through the processes of applying for the Church's version of Listed Building Consent called a Faculty. These protocols are very time consuming but essential to control the changes made in churches across the UK. We must bear them, in order to progress.

**On the subject of progressing.** There is a working committee looking into redevelopment of the barn. This committee has been detailed to arrange a more suitable social and meeting area for us either by restoration and renewal of the barn or by developing an area of the church for a meeting and social area, or a combination of both. This committee is meeting again in the next few weeks so we will keep everyone in touch with developments.

**My final thanks** go to everyone for making my first year as churchwarden at St Giles so enjoyable. Although there have been some administrative mountains to climb, your support and encouragement has been so appreciated. I've witnessed how strong our team is at Saint Giles. Our welcomers continue to welcome new people to church, our tea and coffee ladies refresh us on Sundays, our cleaning volunteers and flower ladies keep our church sparkling and beautiful, our choir and organist keep us 'on song' and 'in tune', our bell ringers call us to church, our social media and printed news teams keep us up to date and on schedule, our youth leaders inspire our young to worship, our PCC guide our big decisions, and our dedicated servers work quietly around Father Mark enabling him to concentrate on providing an extraordinary level of service and spiritual care. Garden Party, Christian Aid, Street Party, Lent lunches, Christingle, I could go on and on.

**What I've really seen** is how everyone plays a part in making this church community so warm and so strong. It works because of everyone who comes here and I'm am very proud to be part of this community.

#### **e) Wirksworth Deanery Synod – Annual Report 2016**

Deanery Synod continued its usual pattern of 3 meetings in 2016.

The February session heard a presentation on the "School of Formation" and "Transforming Faith" - a new course of study aimed at encouraging vocation, and which has since been put into operation at Matlock Bank (open to all). Subsequent meetings have concentrated largely upon plans for the amalgamation of the Wirksworth and Ashbourne Deaneries under the leadership of the new Area Dean, Revd Duncan Ballard, who is to be based in Ashbourne. Although formalities are not likely to be concluded for some time, the existing Synods have been meeting jointly since June, getting to know each other and discussing the opportunities and challenges of the new structure. A working title of "Carsington Deanery" was approved for the new body: a geographical centre-point for our parishes. Other discussions covered the revised Common Fund calculation and Safeguarding procedures / training: concerns which will be shared with Duncan in due course and doubtless form the topic of further debate. (A copy of the latest Deanery Synod briefing forms Appendix 1 to these minutes)  
*S Spilling - Assistant Secretary 19/01/17.*

#### **f) Other reports.**

##### **(i) Mothers' Union Report 2016**

Our small group of 13 produce amazing results. The members are very faithful and support our events raising money for charity enabling us to support work abroad and at home.

We enjoy very varied meetings, some serious and others when we laugh a lot. (Usually when we try to make something).

As prayer is the basis of MU it is an important part of our meetings. As many as possible attend communion together one Thursday each month.

New members are always welcome.

*Joan Pybus*

**(ii) Barn Committee Report**

Sarah Higgs presented the report on behalf of the Barn Committee. This report gave an outline of activity over the last year in relation to the proposed refurbishment and alterations to the existing Barn. In particular it outlined the changing circumstances which were necessitating a review of the entire project and a reappraisal of the role of the Barn or increasing use of the church itself for functions and events. The full text of the report forms Appendix 2 to these minutes.

**(iii) Safeguarding Report.**

Joan Link presented the Safeguarding report, which outlined the various steps taken to implement the Church of England's policies on safeguarding children and vulnerable adults. The full text of this report forms Appendix 3 to these minutes. **(Awaited from Joan)**

**(iv) St Giles Fellowship Report**

Alison Grindrod reported that the St. Giles Fellowship had had a very good year with some excellent speakers. The annual meal had been a great success, as had the Summer visit to Padley chapel near Grindleford. However, Alison noted that finding speakers is getting more difficult.

**(v) Fun Club/Godly Play.**

Emily Brailsford and Bridget Caudle reported that the Fun Club although small in number, was doing well and was proving great fun for the children involved. Likewise Godly Play regularly attracted 10 members, these being a core group who come every time and occasionally there are other attendees. The group has discussions, bible reading etc and the activities are having to be developed as the age of the children increases. It is quite a challenge to move this forward and the organisers are considering how the work with children can be expanded. The assistance of the MU with food and drink was singled out for thanks. There was also a note that the space in the Barn was cramped and not really suitable for the numbers attending or the activities.

**(vi) Bell Ringers' Report**

Helen Legood paid tribute to the very enthusiastic band of ringers. Six was the regular number on Sundays with sometimes 8 or 9 attending. The ringers have set up a subscription fund to pay for minor repair work and they are discussing the need for more major repair/renovation work with the Diocesan Bell Ringing experts. It seems that even some of this more major work could be done 'in house'. The PCC will be kept informed of developments on this front.

**(vii) Choir**

Emily reported that the choir 'did its best'. She felt that the choir's primary objective was to help with the worship not to try to emulate a cathedral choir. Fr. Mark commented that aiding the worship of the church was exactly the correct role for the choir and he thanked Emily for her work.

**(viii) Magazine**

Mick Maltby thanked contributors to the magazine but made a heartfelt plea that contributions should be got to the magazine's compilers in good time, not the day before the publication date. Fr Mark thanked all those involved with the production of the magazine.

**(ix) Mission Committee**

It was reported that the mission Committee had met three or four times in the course of the year, principally to arrange social events, the production and distribution of leaflets, Christmas cards etc.

**g) Incumbent's report**

Fr. Mark presented his report, which is reproduced below;

"I would like to pay tribute to Angela and the churchwarden team who work tirelessly for the smooth running of the church. Thank you also to Peter Taylor for being churchwarden for the last two years. And many thanks to the PCC members who carry out their duties with great care. This year we have been working hard on the roof project and I would especially like to thank Peter Steele for his leadership in this area. We have also been working hard on Safeguarding and I would like to thank Joan for her hard work.

Many thanks to Emily for her support in the ministry of the church. It is wonderful that in September she will be commissioned as a licensed reader. Thank you also to Fr. Brian and Mother Audrey for their help here and at DLH. I would also like to thank Fr. John for his help with organ playing.

We are indebted to a whole range of volunteers and workers: servers and choir, readers, bell ringers, flower arrangers, cleaners, magazine and newsletter editors, welcomers, coffee makers, church watch. They are too numerous to mention by name and, indeed, once you start mentioning names too much you start leaving people out and causing offence.

I am delighted with the team of churchwardens and PCC members that we are likely to have. I feel that this is a group of people that I work well with and can work out plans to move the church forward.

I am delighted with the way things have gone over the last year. Church attendance is holding up at 64 adults a Sunday and several children. At Christmas and Easter we get very good attendances. This Christmas especially at the Carol Service and Christingle. Lent attendances this year have been well up on last year and Holy Week was very moving. Easter Day with 130 at the Sung Eucharist was a recent record.

However, it is a fact that other features of church life are changing in ways one would prefer they didn't. Gradually there are less weddings, baptisms and funerals in church. The old ways in which we used to contact people and minister them and maybe draw them into the church are disappearing. That is no one's fault. They always receive a warm welcome here. But we live in an increasingly secular society and we have just got to accept it and see what we can do to help our church to survive and flourish. Moses encountered the burning bush in the desert. The church should be a burning bush in the secular desert. We have got to think of new ways of contacting people. People are not averse to spiritual things, see how many visit the church when it is left open in the mornings and summer afternoons. They just don't associate the church worship with a place to find the answer.

This last year it was wonderful when we had the Street Party for the Queen's birthday in the church. We had intended it outside but inclement weather meant it was inside. It was a wonderful atmosphere. We also, for the same reason, had the Garden Party in church. So many people who came had never been in church and said how wonderful it was to come in. The same with certain school services that we have in church. The parents come and are delighted. At the school Christingle John Higgs put on refreshments for parents and helped make them very welcome. The Lent lunches in church have been wonderful. I believe we need to do more to welcome people into church. So that they experience the beauty and the spiritual atmosphere. But if we are going to do that on a regular basis, we need to improve our kitchen facilities and other facilities for meeting in church. The aim should be to continue the beautiful spiritual atmosphere of the building but also to make it relaxed and convenient enough for the modern women and men of today who know nothing whatsoever about the Christian faith. We must continue to develop the beauty of our catholic and contemplative and sacramental worship but also be mission orientated. Prayer, the sacraments, the beauty of holiness, tradition are not the same as traditionalism, where we just do what has always been done.

The Barn Committee is now meeting again and I am personally challenging them to come to the PCC with ideas that can help the Church move forward and meet the difficult circumstances in which the church finds itself. I have been here for 14 years. On the whole that has been a time of fairly gentle and relaxed leadership. I could be here another six years until retirement. I want that to be a time when we really grasp the nettle and don't put our head in the sand.

Two other areas that are important over the next year. Emily has made a presentation on communion for children to the PCC. The idea is that we might apply for the Bishop's permission to admit children to communion before confirmation to greater involve the children who are very regular attendees and perhaps to draw in children from Godly Play. Also we are developing liturgical worship more in school worship both in church and school and it is possible that in due course we could start having School Eucharists. It is up to the PCC but I personally think this is a way we should move.

Secondly, this year on 23 July I will be celebrating my ordination as a deacon forty years ago at Christ Church followed by a meal. Next year 24 June I will be celebrating my ordination as a priest forty

years ago at Saint Giles followed by a meal. All the other services on those occasions will stop so that we can all gather together to have a united benefice event”.

#### **4/17 Election of Parochial representatives of the laity.**

The following nominations were received for the various posts.

<b>St. Giles PCC Nominations 2017</b>			
<b>Post</b>	<b>Nomination</b>	<b>Proposer</b>	<b>Secunder</b>
Churchwarden	Angela Neale	Susan Grant-Nicholas	Jackie Steele
Churchwarden	Emily Brailsford	Helen Legood	Gillian Briggs
Deanery Synod	Joan Link	Brian Legood	Angela Neale
Deanery Synod	Martin Smith	Angela Neale	Joan Link
Deanery Synod	Helen Legood	Martin Smith	Brian Legood
Member	Brian Legood	Joan Link	Angela Neale
Member	Claire Drabble	Carol Sanderson	Barbara Hughes
Member	Jane Pomphrey	Alison Grindrod	Jackie Steele
Member	Michael Amos	Stuart McLarkey	Lee McClean
Member	Peter Steele	Brian Legood	Alison Grindrod
Member	Susan Grant-Nicholas	Angela Neale	Peter Steele
Member	Jackie Steele	Susan Grant-Nicholas	Alison Grindrod
Member	Sarah Higgs	Martin Smith	John Higgs
Member	Bridget Caudle	Alison Grindrod	Martin Smith
Member	Jean Haines	Martin Smith	Bridget Caudle
Member	Allan Preston	Martin Smith	Peter Steele

- There were two nominations for the two posts of Churchwarden and there being no further nominations Angela Neale and Emily Brailsford were elected.
- There were three nominations for Deanery Synod. There are four available places, but no further nominations, so Helen Legood, Joan Link and Martin Smith were elected and will serve until 2020.
- There were 11 nominations for membership of the PCC and a possible 12 places. There being no further nominations Allan Preston, Brian Legood, Bridget Caudle, Claire Drabble, Jackie Steele, Jane Pomphrey, Jean Haines, Michael Amos, Peter Steele, Sarah Higgs and Susan Grant-Nicholas were declared elected.
- Brian Legood, Jackie Steel and Sarah Higgs had indicated that they were prepared to act as Deputy Churchwardens and this was approved.

#### **5/17 Appointment of Welcomers (sidesmen/women).**

After a brief discussion, the following people were duly appointed to serve as Welcomers (sidesmen/women) for 2017.

Alison Grindrod,  
 Claire Gibson  
 Brenda & Michael Maltby  
 Christine & Andrew Henshaw  
 Edwin and Carol Sanderson (8 o'clock)  
 Henry Holmes (not on rota)  
 Isabel Walker  
 Jenny Faulkner (8 o'clock)  
 Jenny Servante (8 o'clock)  
 Joan Pybus  
 Judith Naden  
 Lee Mc Clean  
 Martin Smith (8 o'clock)  
 Martin ? (8 o'clock)  
 Sarah Higgs  
 Val Alcock  
 Viv Smith  
 Mrs Appleby

Mr and Mrs Loveday  
Mr and Mrs Summerfield

In addition, any member of the PCC not mentioned in the above list, can be called upon to act as Welcomers/sidesman/woman, but will not be on the rota. Also the churchwardens can formally appoint anyone to act as a Welcomer if required.

**6/17 Appointment of an independent auditor or examiner of the accounts.**

Peter Steele reported that our current independent examiner is no longer able to fulfil the role and he hadn't got anyone else to do the job as yet. It was agreed that we should ask the Diocese for some suggestions of who might take on the role. Fr Mark pointed out that it could be someone in the congregation as long as they fulfil the criteria.

**Resolved: To leave the choice of independent examiner to the PCC for decision.**

**7/17 Other matters of parish or general church interest that have been notified to the Rector in advance of the meeting.**

Fr Mark asked people to note in their diaries that on 23<sup>rd</sup> July he would be marking the 40<sup>th</sup> anniversary of his being made a deacon. This will be celebrated at Christchurch Holloway and he hoped as many of St Giles congregation as possible would come along. He also pointed out that on 24<sup>th</sup> June 2018 he would be celebrating the 40<sup>th</sup> anniversary of his being ordained priest. This would be celebrated at St. Giles and the congregation of Dethick, Lea and Holloway would be invited to join us.

**All to note.**

There being no other business, the meeting was declared closed at 2105. The meeting concluded with a prayer.

## Deanery Synod Briefing 6/10/16

**DEANERY REORGANISATION. REVD DUNCAN BALLARD** has been appointed as Area Dean for the proposed Carsington Deanery; a letter from him was read to the meeting. Duncan's service of welcome will take place on 16/1/17, however the formal process of amalgamating the 2 Deaneries will not be completed for some time thereafter: **DEANERY SYNOD ELECTIONS** are to be held next year and documentation received from the Diocese suggests they will still have to be dealt with separately for the Wirksworth & Ashbourne deaneries.

An Assistant Area Dean will also be selected in due course (clarified that he/she will not necessarily be the new incumbent at Parwich, who will instead work part-time in a specialist youth ministry role). Despite the changes, the principal tool of the Church's mission is and will remain the parish, with the Deanery assisting & enhancing that mission.

Further comments were taken upon the issues raised in the SWOT analysis conducted at the previous meeting. The enlarged Deanery will provide more **OPPORTUNITIES** for joint events (particularly for young people), for visiting other parishes, sharing ideas on different types of services, co-operation with schools, creating open, sustainable & "multi-use" Churches and reaching out through community events. At present there is little actual debate in Diocesan Synod or opportunity for the Deanery to contribute to their Agenda, particularly if meeting dates are not aligned; the Diocesan Secretary has said she would welcome more items coming through & hopefully the 2 will interact better in future.

Some parishes still have concerns about the new structure, but our task is to look forward not back.

Particular **CONCERN** was raised about the new **SAFEGUARDING PROCEDURES** for children, young persons & vulnerable adults & the burden this will place upon Churchwardens and PCC members. Other organisations have been through this process before, and it is something we have to do - we have 3 years to implement the rules, and the Deanery can assist with training in "bite-sized chunks"; help may also be available from those with experience of H.R in formulating job specifications etc. All these issues will be shared with the new Area Dean in due course.

**COMMON FUND.** At a meeting on 13<sup>th</sup> September, Treasurers were given the figures for their individual parishes under the new formula (from 2017); anyone who could not attend will be contacted with details. The new simpler calculation is based on average attendance and a parish "deprivation factor" (derived from recent census information). Common Fund represents 55p in every £ of Diocesan income, and funds clergy, readers, projects such as debt work and education as well as administration. More details are available on the Diocesan website and in a leaflet to be made available to parishes. We are encouraged to "Live Generously, Give Generously and Be People of Grace" when deciding what to do with the money God has given us.

Some parishes' initial reaction is that new figures just cannot be met. It is worth checking the attendance figures which form the basis of the calculation to ensure there is no "double-counting" (e.g. for those attending both morning and evening services), but generally there does need to be a "sea-change" in giving – some who currently give very little could easily give more, whilst other areas in the Diocese have a huge deprivation score. Unless we address the issue, the result will be fewer clergy. Co-operation within the Team Ministry means some better-off parishes help others financially, and there may be scope for a similar discussion elsewhere within the Deanery. Remember Common Fund is not a tax, but money for mission across the Diocese.

### NEWS FROM AROUND THE DEANERY:

A **DEANERY CONFIRMATION SERVICE** is planned for June 2017 – parishes are asked to consider how to attract potential candidates for confirmation. Matlock Bank is running daytime & evening "Transforming Faith" courses at which anyone is welcome. Several parishes have been making good use of the "Experience Easter", "Experience Christmas" and "The Lord's Prayer" materials for children's events.

Welcome to Revd Lindsay Pearson who has joined the Wirksworth Team as curate, and congratulations to Emily Brailsford from Matlock St Giles who is shortly to be licensed as a Reader.

**Barn Committee Report**

In the Autumn of 2015, several meetings were held in respect of the Barn Project and a set of drawings of the existing footprint of the Barn were commissioned and received. There was also an on-site meeting with the church architect, to discuss ballpark figures for options around refurbishment and updating of the Barn, to meet requirements of the Church, health and safety issues and disability access improvements. Some estimated costings were received. These addressed potential costs for a ground floor only option and a 2-floor option with a new staircase in place. Both options included full access to the ground floor of the building and kitchen/toilet facilities therein. The estimates ranged from £80k to £120k.

In March 2016, the Barn Committee was ready to liaise with architects regarding options for meeting the outline requirements of the Barn; as a facility to be utilised by the Church and maybe continued and extended use by others in the locality. However, due to imminent and urgent need to action the new church roof, this project took precedence. The Barn Committee was requested to put all further work on hold until the roof project was completed. This was done and no further activity occurred in the interim.

However, now that the roof project has been successfully completed, the Barn Committee has met once again. A very brief meeting was held in February 2017 with a more detailed meeting taking place on 22<sup>nd</sup> April 2017. At these meetings, there was a review of where the Barn project had got to and discussion around how to proceed.

There is now a view that maybe the needs of the Church have altered. Therefore, it is currently proposed that alternative options should be explored, rather than assuming that refurbishment and alterations to the Barn are necessary. There is a view that the option of hosting and concentrating facilities and group activities within the church itself should be explored. However, any proposed work/alterations within the church would require the permission of the DAC before anything could be taken forward. Hence a meeting with a representative of the DAC is being arranged. Feedback from this meeting will be provided to the PCC.

Should the focus of the original Barn project alter, it will be necessary to gain an updated mandate from the PCC, especially given that a new PCC will be appointed imminently. There might also need to be changes to the project committee membership, including co-opted members. As part of the process it is critical that there is a clear, updated statement of the requirements, against which the project going forward should be framed.

*Sarah Higgs on behalf of the Barn Committee*

**Safeguarding Report**

The Derby Diocese introduced a new Safeguarding Policy in September 2016, with the purpose of making a very significant improvement of the way all our churches manage the whole business of safeguarding children and vulnerable adults. I am sure you appreciate from the news over the last few years that this is now a national priority across the board. The Church of England and all Faith Groups are now required to comply with the Care Act of 2014. The primary object of all this activity is of course to try to prevent our children and vulnerable adults from suffering abuse of any kind and to keep everyone safe – proper procedures help protect us all as well as these special groups.

As a church, we have since October undertaken the following actions required by the Policy:

- The PCC has adopted the Policy for implementation by St Giles and approved a summary for easier understanding.
- Fr Mark has appointed me, Joan Link, as the Parish Safeguarding Link, and the PCC has endorsed this.
- The PCC adopted Sarah Higgs as its Parish Safeguarding lead, to support me and to advise on this work and to raise any concerns to the PCC.
- We established a small working group for safeguarding, comprising Fr Mark, Angela Neale, Bridget Caudle, Emily Brailsford and Joan Link, to which Sarah Higgs was added when appointed to the supervisory role by the PCC.
- We then developed an Action Plan based on a review of the Audit we will be required to carry out annually.

- We gave immediate priority to the safeguarding work required for children, by doing a risk assessment of the Fun Club and Godly Play, focusing on both health and safety and safeguarding specifics. This led to some practical changes to the areas used by the children, although there are still some to be undertaken such as making the room they use in the Barn free of mould! (it's only in the back of some cupboards but we will be going for it!)
- In addition, all Helpers with children's activities have been asked or are about to be asked to sign a Volunteer Contract, to look at the Safeguarding paperwork and the Code of Conduct, to agree to have a DBS check (used to be CRB) and to undertake safeguarding training in due course. Fr Mark will provide a reference for all of our existing volunteers (for Children's work but also wherever else required.) [We are very grateful to all the Helpers and the Leaders for agreeing to these actions straight away and to the Leaders for their time in helping get these things moving.] DBS checks and training will take a little while to come through as the Diocese has to be involved and they have a backlog as the policy is requiring change by every church, but I think this will all be done over the next 6-12 months.
- We have also as required publicised the new policy by putting up notices about it in Church, including a flowchart of who to contact if there is an immediate safeguarding concern, and put an article in the Parish Magazine. If anyone wants a copy, just ask me.
- I am also at the moment briefing the PCC at each meeting on action we're taking.
- This sort of publicity is important so people know what to do, and also it acts as a deterrent.
- The next steps are
  - To complete the Volunteer Agreements with all our other volunteers, and sort out where other people need DBS checks and Training – these are quite small in number but for example, include the Tower Captain, the Head of the Servers etc. These requirements are laid down in the Diocesan Policy, so we aren't picking on anyone! Angela Neale has done a lot of work recently on the Job Descriptions for non-children related volunteer posts.
  - To start work more fully on the issue of vulnerable adults
  - To complete Risk Assessments for other church activities
  - To offer guidance to other users of the Church and Barn
  - To have some meetings with different groups in the Church to talk about what all this means for them, and also perhaps to show some short videos to the congregation to help us all understand the wider concept of safeguarding that the Church of England is now taking. These are very short!

There is still quite a lot of work to do, but we have I think made a good start. I expect we will have all the paperwork complete or almost complete by June when the Diocese overall is being audited, although the audit is pretty unlikely to extend to every Parish.

I certainly plan to have all this fully completed for the first round by the time of the Annual Audit, which I have set for November since we only started work on this in October 2016. I am also relieved that I have now received my DBS check and also completed the 2 modules of training which I am required to do, although I think it likely that I will attend some extra ones as time permits, as it's a very complex subject!

If anyone would like to help me do the other Risk Assessments we have to do, please do get in touch, as it's always better to have more than one head involved with Risk Assessments.

Otherwise, please do bear in mind that we all need to look after each other. If you have any concerns as at about particular incidents or people's behaviour with regard to children or vulnerable adults, the main thing to do is to inform me or Fr Mark, or in my absence Sarah, and we will pursue in accordance with Diocesan Guidance. As I said in the Parish Magazine, this is not to get everyone to spy on each other. But if something that is not appropriate is nipped in the bud, it is a protection for everyone, including the person concerned.

*Joan Link*

## **Minutes of the St. Giles, Matlock PCC 25/04/2017**

**Present:** Fr Mark Crowther-Alwyn (Chair), Allan Preston, Angela Neale, Brian Legood, Bridget Caudle, Claire Drabble, Emily Brailsford, Helen Legood, Jackie Steele, Martin Smith, Michael Amos, Peter Steele, Sarah Higgs, Sue Grant-Nicholas.

### **38/17 Elections of PCC officers.**

The first meeting of the new PCC took place immediately after the Annual Parochial Church Meeting, principally to deal with elections for the posts of Treasurer, Secretary, Electoral Roll Officer and Vice Chair.

- Peter Steele was proposed as Treasurer by Martin Smith, seconded by Emily Brailsford. Approved unanimously.
- Martin Smith was proposed as Secretary by Emily Brailsford and seconded by Jackie Steele. Approved unanimously
- Jean Haines was proposed as PCC Vice-Chair by Claire Drabble and seconded by Angela Neale. Approved unanimously.
- Alison Grindrod was to be asked to continue as Electoral Roll Officer. Approved unanimously.

### **Resolved:**

**To appoint Peter Steele as Treasurer, Martin Smith as Secretary and Jean Haines as PCC Vice Chair.**

**Alison Grindrod to be asked to continue as Electoral Roll Officer**

### **39/17 Co-options**

No decisions were made on co-opting any additional PCC members. This will be considered at the next full PCC meeting

### **40/17 Dates of Next Meetings.**

- PCC 16<sup>th</sup> May, in the Barn at 7:30
- Standing Committee 20<sup>th</sup> June,
- PCC 18<sup>th</sup> July.