

## **Minutes of St. Giles PCC Meeting 19<sup>th</sup> September 2017**

**Present:** Fr. Benedict Mark Crowther-Alwyn (Rector) in the chair. Allan Preston, Angela Neale, Brian Legood, Bridget Caudle, Claire Drabble, Emily Brailsford, Jackie Steele, Jane Pomphrey, Martin Smith, Michael Amos and Peter Steele. *Sarah Higgs arrived during the discussion on safeguarding, having been unavoidably delayed on M1.*

**Opening prayers.** Fr Mark opened the meeting with a reading from St. Paul's letter to the Colossians.

### **80/17. Apologies**

Apologies had been received from Helen Legood, Jean Haines and Sue Grant-Nicholas

### **81/17. Minutes of meeting held 18th July**

The minutes of the meeting held on 18<sup>th</sup> July were approved as a correct record and signed by Fr. Mark. There were no matters arising as all items were already on the agenda

### **82/17. Correspondence**

The Secretary reported receipt of a number of items of correspondence relating to; the forthcoming Derby Diocesan Clergy Conference, the intention to hold a Derby Diocesan Strategic Buildings Review, an appeal from the Church Urban Fund, a poster from Churches Together, a report from Village Aid, a letter re the payment of the Common Fund, a letter re the introduction of the Parish Giving scheme and a questionnaire requesting information about various aspects of the parish's activities. Joan Link agreed to deal with the questionnaire. **Action Joan**

### **83/17. Financial Report**

The Treasurer presented the Financial Report. A legacy of £3000 had helped to ensure that income was up, even though covenanted giving income was slightly down. Overall there was nothing to cause concern. Money was being transferred back into the deposit account following the finalisation of the roof project. The final instalment of the roofing grant is still awaited and because there was an underspend on the whole project, there is some doubt whether all the grant will be received. Discussions with the grant awarding body have not been helped by a change of personnel there. The matter of the closure of the local branch of Nat West was discussed. After some debate it was agreed that we should retain the account with Nat West for the time being and reconsider this issue at a later date.

**The financial report was approved.**

### **84/17. Appointment of new Treasurer.**

Having been notified that our current Treasurer will be resigning at the next Annual meeting, it was felt wise to begin the search for a new victim immediately. After some discussion where various options were suggested including; getting a new volunteer from the congregation, having a joint treasurer with our sister parish of Dethick, Lea and Holloway, paying someone to do the job, splitting the job into more manageable sections, e.g. someone to do the book-keeping, it was decided that a small working group would be set up to consider the options and report back to the PCC or Standing Committee as appropriate. It was noted that it would be necessary for anyone taking on the role (or part of it) to be in place prior to Peter's retirement to ensure continuity.

**Resolved:**

- a) **To establish a small working group to consider the options available to cover the treasurer's role.**
- b) **The working group to report back to the PCC or Standing Committee as soon as possible, so that anyone taking on the role (or part of it) could be in place prior to the retirement of the current Treasurer to ensure continuity.**

**Action: Fr. Mark, Treasurer, Church wardens and Jackie Steele**

### **85/17. Parish Giving Scheme**

The forms for individuals to complete are available, but the Parish Giving Registration Form needs the signature of the Rector and one of the Churchwardens before anyone can join the scheme. The Registration form is available for signature. **Action: Fr. Mark, Angela Neale and: Peter Steele**

### **86/17. Budget and Cash Flow**

There has been little progress on this and the Rector, Treasurer and Churchwardens need to get together to decide how to proceed. A high priority is an exercise in reconciling the bank statements against the books. **Action: Rector, Treasurer and Churchwardens**

### **87/17. Meeting Space Committee**

Fr. Mark reported that the Meeting Space Committee had met on 14<sup>th</sup> September, arising from which there were some preliminary steps that were agreed and that he wished to propose to the PCC members. These are;

- The committee to visit other churches to see how they have dealt with adapting the church buildings for uses other than worship,
- The committee to draft a statement of need and significance, with a view to getting an agreed set of aims,
- Two immediate alterations within the church itself; i.e. to remove all the extraneous furniture from the north aisle to make it fit for a variety of uses and to alter the seating arrangements in the Lady chapel by removing the existing pews and replacing them with chairs.

Fr. Mark stressed that his aim in suggesting the alterations to the Lady Chapel seating were entirely to improve the ease and flexibility of worship there. The pews would probably be sold. It was pointed out that the removal and disposal of the pews would require an Archdeacon's licence, but that the other alterations would not need a licence or a faculty.

An interesting discussion followed, during which it was made clear that removal of the pews from the Lady Chapel was not a precursor to removing pews from the main body of the church. It was clarified that the guild altar would not be removed from the north aisle, though the question was put whether we actually needed three altars and if we had two which would become the Lady Chapel. It was also suggested that the confessional, which is currently in the North Aisle, should be transferred into the Lady Chapel as it was a more private space. Further suggestions were that there should be a notice at the entrance to the Lady Chapel indicating its availability for private/quiet prayer and that, when the church is open the lighting should be on as otherwise the first impression on entering is of a gloomy space.

It was agreed that these various suggestions would be followed up by the committee.

Fr Mark then proposed that suggestions made by the Meeting Space Committee should be adopted. This was seconded by Martin Smith and put to the vote. There were 12 in favour, no-one against and there was one abstention.

#### **Resolved:**

**That the Meeting Space Committee be asked;**

- a) **to visit other churches to see how they have dealt with adapting the church buildings for uses other than worship,**
- b) **to draft a statement of need and significance, with a view to getting an agreed set of aims,**
- c) **to progress two immediate alterations within the church itself; firstly the removal of all the extraneous furniture from the north aisle to make it fit for a variety of uses and secondly altering the seating arrangements in the Lady Chapel by removal and disposal of the existing pews and their replacement with chairs.**
- d) **to seek and obtain the necessary licence from the Archdeacon for the proposed seating alterations in the Lady Chapel.**
- e) **to report back to the next meeting of the PCC on progress made.**

**Action: Meeting Space Committee**

### **88/17. Admission of children to Holy Communion.**

Fr. Mark reported that the Bishop had approved the proposal to admit children to Holy Communion and that he hoped that this would be possible with effect from January 2018, following the necessary instruction. He looked forward to continuing the improved co-operation with the school and the possibility quite a number of the school children becoming communicants.

### **89/17 Safeguarding.**

Joan stated that she would be writing up a report on the year's progress in November. Safeguarding training is proving very slow at diocesan level, but we have been promised a special session if a suitable date can be agreed. Angela noted that the job descriptions and contracts were well on their way to completion, but that risk assessments were still to be finished. There is the possibility of sharing some of this work with our sister parish at Holloway. The role of Welcomers was stressed as

these people are the "first face" that visitors see on entering the church and first impressions do count.

#### **90/17. Sanctuary Lamp Report:**

Emily Brailsford reported that she had had a quote of £35 for the lamp which although electric, flickered like a real flame. Fr. Mark expressed a preference for something as much like a candle as possible, citing the fact that a small electric light in a red glass container is almost indistinguishable from a candle.

**Action: Emily**

#### **91/17. Garden Party Team meeting**

The GPT has not met recently so there was nothing to report. A meeting should be arranged soon.

**Action: Garden Party Team**

#### **92/17. Barn access and fences**

Bridget Caudle reported that the barn access has been tarmacked and that she was awaiting quotes for the fencing work from Paul and Keith. It was agreed that the quotes should be available for the next Standing Committee and assuming the quotes are reasonable the Standing Committee will give the go ahead.

**Action: Bridget to get quotes for consideration by the Standing Committee on October 3<sup>rd</sup>.**

#### **93/17. Aumbrey**

Fr. Mark reported that the distribution of the communion wine seemed to be more regular than hitherto, so the issue of the aumbrey can be left in abeyance for the time being.

#### **94/17. Handrail along footpath**

Emily is getting quotes for the hand rail for the footpath from the main gate (by the Wheatsheaf) to the church. There was some discussion about the ownership of and thereby the liability for, the path (and the wall). It was felt that both were the responsibility of the church rather than the district council, but this will need clarification.

**Action: Emily to get quotes for hand rail.**

#### **95/17. Model Railway Event**

Michael reported that he and his colleagues would be setting up the layouts on Friday. The equipment would be brought into church between 0900 and 1100 and setting up would take place between 1930 and 2200. Fr. Mark will open up the church and Peter Steele agreed to help with the setting up and to ensure that the church was locked. Emily said that the refreshments were almost sorted, but there are one or two gaps in the rota which she expected to fill.

**Action: Fr. Mark, Emily, Michael and Peter.**

#### **96/17. Grave Talk**

This will not take place until next year as the information required has yet to be purchased.

**Action: Emily**

#### **97/17. Quiet Day**

The chosen date is 18<sup>th</sup> November (1000 to 1500) and the day will consist of a Eucharist and a talk/discussion. Tea/coffee will be provided, but participants should bring a packed lunch.

Fr. Ballard has been invited to attend but has yet to say whether he can make the event.

**Action: Fr. Mark, Emily and Jean**

#### **98/17. Twitter**

There was a brief but wide ranging discussion about the use of social media to spread the word about church events etc.

#### **99/17. Books for Emily**

Fr Mark reminded Emily that the PCC had agreed to fund the purchase of books for her course and that she should claim when she had bought the books.

#### **100/17. Feed Back on Area Dean's visit**

The general view was that Fr Ballard's visit had been both useful and thought provoking. This was especially true when considering the likely shortage of clergy in the near future. Fr Mark said that he was meeting with two of his colleagues to see how best they could co-operate in the Matlock-Darley Dale area. Fr. Mark made the point that in a previous post he had had six churches and they had found it useful to have joint services on some of the main festivals in the Church's year, e.g. Pentecost and Advent. There was support for this idea, especially with regard to having joint services with Holloway.

### **101/17. 'Good News' magazines**

The providers of the 'Good News' magazines had asked if we would be prepared to make a donation towards the cost of the publications. Apparently we have done so occasionally in the past. It was agreed that we should have a collecting plate on Prison Sunday and that any offerings would go to the Good News publishers.

### **102/17. Mission and Social Committee**

We noted that Sue Grant-Nicholas is unwell and likely to be out of action until November. PCC members wished her a speedy recovery. Carol Sanderson and Alison Grindrod have picked up cover for social events at Harvest, Christmas and Gift Day. Noted that Sue had provided detailed instructions about procedures for getting the necessary food and drink and the funding of it, for which we are duly grateful.

Angela reported that there had been some confusion about Harvest Supper donations, some of which seemed to have simply been added to church funds rather than the appointed charity (the Bishop's Harvest Appeal).

It was also clarified that Mr Bown (who is providing the Harvest Supper meal), does require payment by cheque on the day.

With regard to the Gift Day (25<sup>th</sup> November) Peter was tasked with sending out the necessary letters to people on the Electoral Roll, but it was agreed that we should investigate the possibility of sending out such requests by e.mail as this would certainly save a lot of time and money. Noted that the electoral roll list does not currently contain e.mail information (and the electoral roll forms don't ask for it at the moment).

**Action: Carol Sanderson, Alison Grindrod, Claire Drabble, Peter and Jackie Steele, Jane Pomphrey and Joan Link.**

### **103/17. Dates of next meetings**

Standing Committee 3rd October, PCC 7th November 2017 and 16<sup>th</sup> January 2018

*There may be a requirement for an additional Standing Committee in December, but no date was fixed.*