

**ST MATTHEW'S PCC  
MINUTES  
Meeting held in St Matthew's School on 19<sup>th</sup> July 2016 at 7.00pm**

<b>PRESENT:</b>		<b>APOLOGIES:</b>	<b>IN ATTENDANCE:</b>
Julia Britten	Sue Sergeant	Helen Payne	Tracey Kirkby (minutes)
Rev'd Dominic Clarke	John Stone	Alan Waterhouse	
David J Cooper	Alison Waterhouse	Rev'd Alice Wood	
Davina Hudson	David Wood		
Brenda James	Sorrel Wood		
Rev'd Wendy Mallas			

**1 WELCOME AND PRAYERS**

The meeting opened at 7.02pm with a prayer.

**2 Apologies**

Apologies were received and accepted from Helen, Alan and Alice

**3 Bible Study**

Bible study looked at mission and maintenance and those outside of the church.

**4 Minutes of the PCC meeting held on 7<sup>th</sup> June**

The minutes were proposed by Brenda, seconded by Julia, and agreed as a true record of the meeting

**5 Matters arising from the minutes**

The social committee need to arrange a meeting.

A July meeting needs to be arranged to organise dates and events for Christmas. (from PCC meeting on 2<sup>nd</sup> February)

Arrange voice projection workshop with Robin (from PCC meeting on 2<sup>nd</sup> February). The date of 11<sup>th</sup> September after church has been suggested. Alice and Dom will discuss this and perhaps assist.

Gavin has been asked to make a presentation about the house group at a Sunday Service and Julia is waiting for confirmation (from PCC meeting on 2<sup>nd</sup> February)

(6a from 7.6.16) David Wood spoke to the volunteers as suggested about the correct methods of removing ivy from the churchyard walls.

Safeguarding training has now been arranged for all PCC members. Copies of certificates must be given to Gill Jolliffe.

(8a from 7.6.16) The flag was flown for the Queen's 90<sup>th</sup> birthday celebrations

**ACTION**

**To do**

**To do:  
Alice,  
Dom**

**Julia**

Completed

Completed

Completed

(8e from 7.6.16) The builders have looked at the hole in the new church roof, and David Wood is awaiting the results.

(from 8f) It was suggested at the June meeting that a new red altar frontal and matching chasuble be made in time for the first anniversary of Christine's death (Feb 2017). Christine had discussed a design with Helen. It was therefore proposed by Sue, seconded by Helen, and agreed that this go ahead, at a possible cost of around £2,000. (The Synod are discussing clergy not wearing vestments for non-sacramental services which will require PCC approval when the time comes.)

To do

## 6 Correspondence

A letter was received from Clive Adlam thanking the church for its support of the memorial service.

## 7 Items for discussion

### 7a Viability focus meeting

A letter from the Archdeacon has been received, sharing concerns about a historical shortfall in Parish Share payments.

A plan is already in place to clear the outstanding Parish Share from 2015 by the end of December 2016. The 2016 Parish Share is being paid regularly.

We are expecting to receive a bequest, but this does not deal with the problems of historical shortfall in income. A long-term mission action plan is needed for the parish. Viability is also about more than just money though - and focus can be placed on mission and evangelism. The Diocese will help us to create a plan, similar to our own Vision plan, but with more detail. They may offer abatement of some arrears. The bequest could be used for mission opportunities or to create new income. It would be wasted if we used it to clear our debt and then got back in the same position in a few years' time.

A Viability Focus meeting will be arranged. Dom, Alan and the churchwardens will meet and report back to the PCC.

Meeting is arranged

Sorrel offered to reply to the Archdeacon's letter on behalf of the PCC. This was proposed by Davina, seconded by Wendy and agreed. (Sorrel also sent the letter to the PCC to read prior to sending)

Completed

### 7b Confirmation of membership for PCC sub-committees.

Worship Committee: Julia Britten, Rev'd Dominic Clarke, Carol Cooper, Mary Evans, Fiona Hall, Robin Helliwell, Davina Hudson, Helen Payne, Ruth Sheppard, David Wood.

Fabric Committee: Rev'd Dominic Clarke, David J Cooper, Davina Hudson, Rev'd Wendy Mallas, Jilly Prideaux, Sue Sergeant, John Stone, Alison Waterhouse, David Ward, David Wood.

Fundraising Committee: Julia Britten, Rev'd Dominic Clarke, Davina Hudson, Sue Sergeant, Alison Waterhouse.

Social Committee: Julia Britten, Rev'd Dominic Clarke, Brenda James, Helen Payne, Sue Sergeant, Sorrel Wood.

Dom will arrange the initial meetings and chairs will be elected at the first meeting of each sub-committee.

## **7c Creating space in church.**

There seemed to be some positivity from the recent public meetings, and moving the pews, or making them moveable seemed to be a popular idea. Letters written and notes taken at the meetings have been put in a folder in church for all to read. The final decision will be made by the PCC, who need to work out what the next step will be. Financial issues are a concern, but this shouldn't be made into an obstacle.

Firstly, is it physically possible to make the pews into moveable objects? This should be researched, with expert opinions. It was suggested that Colin Foard be asked as he is already familiar with our church. It is also a good idea to look at what other churches have done. The architect will be asked, and will hopefully also be able to produce some ideas.

It was suggested that updating the oil tank was a more urgent issue. The tank only has a single skin, but there is (new) legislation where it must have a double skin, and doing this is long overdue. If the tank was to leak we could be in trouble! A new tank could be sited inside the churchyard walls, making it easier for delivery and maintenance and leaving the old boiler house available for storage.

The steeple roof is in need of repair. To repair the hole would cost around £2,000, or to tile the entire roof would be about £4,000. This will be deferred to the fabric committee, who will also liaise with the Friends of St Matthew's.

After the Quinquennial report, we should be given a clearer idea of how to prioritise.

## **7d Greatham Update.**

The wife of churchwarden David Rudd has recently passed away.

SPAG have done some work on Greatham old church, and some on St John's.

## **7e School report.**

It's the end of term and headteacher Sue Bowen's last week. An interim headteacher has been appointed and the school are re-advertising for a permanent head to hopefully start in the new year.

## **8 Reports from sub-committees**

### **8a Worship Committee**

The worship committee have not met

### **8b Pastoral Care Team (PCT)**

The PCT have not met but have 2 new members and are keeping an eye on those in need

### **8c Fundraising committee**

The fundraising committee have not met

### **8d Social committee**

The social committee have not met

### **8e Fabric report**

Awaiting the Quinquennial report, and then work can be prioritised.

Fabric  
Committee

**8f Finance report**

A financial balance sheet was circulated at the meeting without an explanatory report. There was a question about the Parish Share figures and Dom will email Alan to ask for clarification. Collections are exceeding the forecasted figures!

**Dom**

Those present were reminded that it is most beneficial to sign up for the Parish Giving Scheme.

The June barn dance raise £460 for the church, and Tracey was thanked for leading the dances.

**8g Deanery Synod**

The next Deanery Synod meeting is coming up shortly so there is nothing to report

**9 Any other business**

**9a** Julia has prepared a draft welcome pack for newcomers to the church and was thanked for her work.

**9b** Julia suggested not locking the church overnight, but instead to lock away any valuables, and to lock the boiler room. The insurance company and police should be informed. The PCC are prepared to give it a try.

**9c** Often there is nobody to welcome people into church on a Sunday morning and hand-out books. Julia will make a new rota.

**Julia**

**9d** The date for the PCC away day was agreed as Saturday 15<sup>th</sup> October. Dominic will make a booking

**Dom**

**10 Confirm dates and times of next PCC meetings:**

It was agreed that future PCC meetings would start at the earlier time of 7pm.

- Saturday 15<sup>th</sup> October                      PCC away day
- Tuesday 20<sup>th</sup> September 2016            PCC meeting 7pm
- Tuesday 18<sup>th</sup> October 2016              Combined PCC meeting (TBC)
- Tuesday 15<sup>th</sup> November 2016          PCC meeting 7pm

**11 MEETING CLOSURE**

The meeting closed at 9.16pm with the grace.

Minutes confirmed as being a true and accurate record.

Signed: .....Date: .....