

**Parochial Church Council
Minutes of meeting held on 20th September 2016**

1. **Welcome and prayers:** The Vicar welcomed all and opened the meeting with prayer.
2. **Attendance:** The Revd Julian Francis (Chair), Carol Austin, Doreen Beevers, Susan Booth, Kirsty Butler Carol Couse, Philip Couse, Maggi Cull, Anne Game John Hatch, Simon Kirby, John Russell, Caroline Shaw, Jenny Uff, Charles Williams, Pat World
Apologies: John Hurman,
3. **Minutes of the PCC meeting on 12th July 2016: were approved and duly signed with the following amendments:**
 - Item 2. Attendance - Carol Austin present and added to attendance list.
 - Item 4.7 the last sentence to read: Suggestions and ideas are welcomed, including how best to offer financial support to *those* who might be in need.

4. Matters arising

- 4.1. Notice on pew sheet – Jim Brackley – CS drew the PCC’s attention to the need, as per Item 7.3 to thank Jim Brackley publically on the pew sheet. **Action - JF**
- 4.2. Outstanding Vacancies – Church Warden & Deanery Synod Rep – Ian French was again thanked for his involvement in Deanery Synod and PCC over the years. A replacement is to be sought via word of mouth and the pew sheet. The search for a new Church Warden is ongoing. **Action –SB/ALL**
- 4.3. Authorisation of Eucharistic Assistants – following on from the last meeting the resolutions below were proposed and unanimously accepted:

‘The PCC is pleased to authorise the following people to distribute Holy Communion in church during celebration of the Eucharist for a three year period: Marion Clarke, Jane Darnton, David Hill, Chris Mills, Caroline Shaw, Neil Sumner, Jenny Uff, Charles Williams.’

Proposed by: Justin Pinkess Seconded by: Charles Williams

‘The PCC is pleased to authorise the following people to distribute Holy Communion in peoples’ homes or in residential homes or hospital for a three year period: Jane Darnton, Caroline Shaw, Jenny Uff.’

Proposed by: Justin Pinkess Seconded by: Charles Williams

Note: The above authorisation is to be marked liturgically, possibly the last Sunday before Advent. SB to notify Bishop’s Croft of these authorisations before 31st December.

Action SB

- 4.4. John James Legacy – silver vials for liturgical use – it was agreed that these should be purchased.

- 4.5. Lighting Project – update – SK reported on behalf of David Hill, Chair of the working group, informing the PCC that the working group have decided to ask the congregation for their views about the current set up and future possibilities, before proceeding further. A survey sheet is to be distributed to all during October. All comments are welcome.
- 4.6. Communication – Parish Office support – Carol Austin, who had offered help, along with Susan Booth reported that they had had a number of meetings in order to find a way forward in this area. JF, SK and others have been involved. A number of options were being considered and CA agreed to report back to the November PCC with recommendations. Comments included:
- Important to be clear about what was actually needed by all parties involved.
 - A number of software packages were available at varying costs.

5. **Malawi:** JF reminded the PCC that £1000 had been raised for the Diocesan 50th Anniversary Link Appeal. JF reported that he had received an email from Bishop Fanuel asking if support might be found for a young woman about to enter medical training. Support of £650 per annum for five years is needed. JF also reported that Malawi is facing a severe drought and that the Christian Aid's, Harvest Appeal is supporting this cause. After discussion it was agreed that money raised at Harvest go towards the Christian Aid appeal. With regard to the support for the female medical student it was proposed and accepted (by all but one member) that:

'The congregation be approached regarding the possible setting up of a Bursary, lasting five years, to support, a Malawian Medical Student, at the request of Bishop Fanuel, to a total of £650.00 per annum including Gift Aid. Individuals to be asked to commit to making contributions of either £50 or £100 per annum for a five year period.'

Proposed by: Caroline Shaw Seconded by: Maggi Cull

JF agreed to write a letter to the congregation, alongside a note on the Pew Sheet. JR agreed to co-ordinate the responses.

Action - JF

In view of the above it was agreed that the £200 pledged by the PCC should be put towards the Annual Mission Tithe commitment to Malawi.

6. **Transforming Church Future Mission Goals:** JF reminded the PCC that the last review of the TCFMG was in 2014. Given that the Diocese is currently looking at a way forward in this area, should the PCC review the goals set in 2014, possibly in the context of a PCC away day? It was agreed that reflection is needed to find the best way forward. SB to circulate PCC statement on this matter produced in July 2014 and November 2011 when received from JF.

Action - JF/SB

7. **Future of Financial Governance:** JF reported that the Standing Committee had been discussing the matter of how to move forward in this regard now that Keith Herbert is no longer Chair of the Finance Committee, particularly in the context of the need to review the existing financial investments, raised recently by PC. After discussion it was agreed that the

Standing Committee continue to reflect on the matter and make recommendation to the November PCC.

Action – Standing Committee

8. Reports

8.1. Safeguarding – Pat World spoke to her report circulated prior to the meeting. PW focused on the need to welcome, into the church, all who had been abused. Although this is not an easy task, said PW, given the nature of the subject matter, cards were available, at the back of church, signposting to the Diocesan Listening Service, with Steph Haines being the point of contact. PW stated that she and Jane Francis would like to do a 20-30minute presentation on the subject at the November PCC. PW went on to inform the PCC that anyone hiring church premises carried the responsibility for safeguarding the users during such time. JF reported that revised statements for the Hire of Church Premises and Church Hire Forms have been produced. Safeguard of clergy and lone workers, since the death of the catholic priest in France, is now in focus. JF reported that he is investigating the issues surrounding data protection and in particular, the 'keeping of archived records' and was in touch with Claire Wesley at Diocesan Office.

Action – JF/PW

8.2. Fabric and Environmental: CC spoke to her report circulated prior to the meeting stating that the figure of £7,000 should read £6,000, but that a further £2,500 had been received from the All Churches Trust. CC reported that a further ten application to trusts had been submitted. Also that now **50%** of the total money needed for the repairs has been raised two very large trusts could be approached. One such trust, National Churches Trust, requires a commitment from any recipient of funds to donate annually for five years. It also requires three members of the congregation to become Friends of the Trust, annual fee of £30.00 per annum. After discussion all agreed that an application should be submitted. CC also reported that a faculty for the work has been submitted and a response awaited.

Since writing the report CC stated that it had become clear that using kettles to heat water is not sustainable and that a water heater, similar to the existing one is essential for running a fully functional kitchen. After discussion all agreed one such water heater should be purchased.

CC circulated the plaque to be placed on the bench purchased from the JJ Legacy. The PCC thanked CC for all her hard work.

8.3. Treasurer: JR circulated a spreadsheet of the current state of affairs of the General Fund. JR reported on items of note, such as the income from car parking being, as at the last report, lower than expected due to the loss of some parkers. Over all income and expenditure were evenly balanced.

9. Correspondence:

9.1. A card from a recently married couple was circulated.

9.2. Birmingham City Mission is to celebrate its anniversary on October 8th, all are welcome

- 9.3. A painting of St George's Church has been donated by Mr Winteringham, a retired architect, as he and his wife are downsizing. The image had been used in the past as a St George's Christmas card. It was agreed that a suitable place be found to hang the painting and that SB should write on behalf of the PCC thanking the donors. **Action-SB**
- 9.4. Audley St George, topping out ceremony is to take place on September 22nd. It was agreed that people moving in should be welcomed in some way and informed of church services and events.
- 9.5. The Vicar reported that he has received requests for financial support from three appeals, these being St Mary's Hospice, Big Bucket Appeal; The Archbishop's Mustard Seed Appeal, and Christian Aid, Harvest Appeal for Malawi. It was agreed that CA Harvest Appeal was timely and would be supported as described above.

10. Future events:

- *October 5th – Lunch time Concert – 1.15pm*
- *October 9th Harvest Festival*
- *November 2nd – Lunch time Concert – 1.15pm*
- *November 18th Calthorpe Edgbaston Village Christmas Lights Switch (Friday)*
- *July 8th / 9th 2017 Parish weekend at Elim Conference Centre West Malvern.*

11. Any Other Business:

- 11.1. CC suggested that as cold nights were approaching, refreshment might be served prior to PCC meetings. All agreed this was a good idea.
- 11.2. Christmas Lights Switch on – CC asked that this be a PCC event and that all should make it a priority to attend and help out in whatever capacity they could. This is an opportunity to witness to the whole community. A notice on the pew sheet asking for volunteers should also be made.
- 11.3. KB raised the need for more ushers and people to take up the elements at a communion service. Although this was a matter for the Sidespeople, it was important to have as many people as possible involved.
- 11.4. JH raised the issue of books missing from the church 'lending shelves'. JH requested that before books are disposed of a Church Warden should be consulted.
- 11.5. MC raised the possibility of an evening Eucharist being re-instated. JF and CS reported that the re-instatement of an evening Eucharist had been considered at the last Worship review. CS noted that attendance had been very low before the review.

12. Date of next meeting Tuesday 22nd November 2016 at 6.30pm (coffee/tea) for 7.00pm

11. The Grace: The meeting closed with the Grace.

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