

**St Mary the Virgin Linton**  
**Minutes of PCC Meeting held on Wednesday 9<sup>th</sup> July 2014**

**Present:**

Mrs J Nightingale (Chair), Mrs N Blackmore, Mrs N Collard, Mrs S Ellis (Treasurer), Mrs S Filby, Mrs H Foote, Mr M Holden, Mrs S King, Mr D Lockstone, Mrs L Mordue, Mrs S Mudge (Secretary), Mrs G Powell, Mrs L Read, Mrs R Read, Mrs J Smith, Mr J Thorne (Churchwarden), Dr M Warrington (Churchwarden).

**1. Opening Prayer**

**2. Apologies**

Mrs B Kirkman, Mr A Gore, Mr J Organ, Mrs P Richardson.

**3. Minutes of last meeting**

The minutes of the meeting of 6th May 2014 were accepted and signed.

**4. Matters Arising**

5.1. Photocopier - Molly Warrington reported that the photocopier is able to remain in the Rectory, although the Diocese has let the house for six months. It has been arranged for Sue Filby to continue to use the copier.

5.2. Chancel repair liability – John Thorne is waiting to receive the standard wording from the Diocese, regarding chancel repair liability, before publishing the resolution passed by the PCC in the Linton News. **Action: John Thorne**

5.3. School governors – Nicola Collard has agreed to be a lay governor for the Infant School until a Rector is appointed. Hannah Foote had spoken to other members of the Mums' Link group but no one else was available. However, no further Foundation Governors are needed. Joan Smith and Pam Richardson are awaiting official confirmation of their appointments from the Diocesan Board of Education.

10.1. The Friday school service has been able to continue, thanks to a number of people offering to be involved.

**5. Finance Committee Report**

Molly Warrington gave a short report and said that a more detailed one is scheduled for the September meeting. There is still a shortfall from individual standing orders being stopped or reduced. This is offset to some extent by the income from plate collections and weddings being above budget figures. Expenditure is being kept to a minimum.

Molly also mentioned a possible fundraising idea linked to online shopping, which has been publicised via the Charity Commission. Members of the congregation register onto the scheme and a percentage of their purchases with participating retailers is paid to the church, in the same way that someone can earn nectar points. There is an extensive list of major retailers. Members of the PCC thought that it would be worth exploring further and finding out whether other churches had done anything similar.

## **6. Fabric Committee Report**

Andrew Gore had circulated a written report. John Thorne spoke in Andrew's absence. The bat survey was approved (£385 + VAT), proposed by John Thorne, seconded by Molly Warrington. It was suggested that The Friends could be asked to fund it, as a one-off item.

John Thorne proposed that the boiler maintenance contract with Kershaws be renewed, seconded Nanette Blackmore and agreed. It expired at the end of June. Although the boiler is not required in the summer, if the contract is allowed to lapse, John felt that the price may increase.

It was agreed that access details should be checked with the Diocese regarding the pavilion water meter and manhole cover in the Donnans' garden; following which, a letter should be sent to Mr and Mrs Donnan.

## **7. Deanery Synod Report**

No report as the Deanery Synod was due to meet the following week.

## **8. Safeguarding: update on practice and procedures and consideration of Safeguarding Policy**

Papers from Sue Filby had been circulated. Sue pointed out that the Church has a responsibility to safeguard young people and vulnerable adults in all the various activities. The list of people who would require a DBS (Disclosure and Barring Service) check was considered. It was noted that the following people should be added for St Mary's: the vergger, those taking communion to elderly people in their own home and those taking communion into care homes.

Joan Smith queried what was meant by secure storage for records. Sue responded that it would usually be a locked cabinet in the Rectory and that the Diocese had agreed that a locked cabinet in Sue's house fulfilled the requirement.

Judy Nightingale thanked Sue for her research so far. The PCC agreed to the suggested timescale for DBS checks to be completed by 31<sup>st</sup> October 2014 and authorised Sue to contact those concerned and progress the checks.

## **9. Report from Mark 5 Group**

The report from Glynis Younger had been circulated. The PCC was keen to see some progress made with the Peace Garden. It will enhance the area behind the pavilion and may lead to more lettings, and hence income. The PCC confirmed Rebecca Rix as project manager and would expect that role to include a suggested timescale and maintenance plan. It was also agreed that a proportion of the £1,000 in the restricted fund could be spent to pave and grass the area from the bottom of the steps alongside the rear of the building. However, the PCC wanted to ensure that the area could be maintained. There was some debate about how this would happen and whether the Monday gang would have any spare capacity to mow the grass. Glynis Younger had also reported that the Mark 5 group is short of members. Rosemary Read said that she had already offered to be involved. Sarah King also volunteered. The Secretary was asked to inform Glynis of the decisions. **Action Sue Mudge**

## **10. Consideration of proposal to reinstate the St Mary's Guild**

Gill Fraser Lee had written to the Secretary offering to run the St Mary's Guild on the 4<sup>th</sup> Thursday of the month from 2 – 4 p.m. in the pavilion. It would primarily be social with occasional talks or activities for variety. Gill wished to have the support of the PCC before progressing any further with arrangements. The PCC was generally in favour but the following concerns were expressed: continuity if Gill were unavailable, other helpers, transport issues, funding. The PCC did not want there to be a cost to the church and therefore people attending should be asked to pay £2 or £3 per session to cover the £12 per hour rent of the pavilion. There is already a village lunch group on 1<sup>st</sup> Thursdays and ACE's lunches occur on various other Thursdays so it would be important to co-ordinate dates. It was suggested that it should be open to anyone for social purposes and not confined to older people, nor solely for church members. Being inclusive would fit in with the Church's mission to the village. The Secretary was asked to reply to Gill covering these points and suggesting that she should run the group for 3 months from September to test its viability. **Action Sue Mudge**

## **11. Flower Festival update**

A report from Nanette Blackmore had been circulated. Plans are progressing well for the festival on 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> October, with a theme of 'Sacrifice'. Nanette has sent letters to individuals and organisations to ask if they would like to do an arrangement and to invite people to a meeting in the church to discuss details. The issue of sponsorship has been reconsidered. It has been decided to write to those businesses that have been kind enough to sponsor the festival in the past (using Richard Read's list) and to send a different letter to other businesses to aim to involve them. There will be a raffle during the weekend and Nanette requested that PCC members each donate a prize. Ordinary cloakroom tickets will be used rather than pre-printed ones. Hugh and Cynthia Paton have offered to run the raffle again. The company which originally provided the large roadside signs will change the wording and dates for a cost of £75. Nanette appealed for someone to do the artwork for A3 and A4 posters. Nanette has compiled a list of musicians to perform in the church while people look around. Refreshments will be served in the pavilion and the Friends will have a stall there. Judy Nightingale thanked Nanette for preparing the summary and for making such good progress with the organisation thus far.

## **12. Vacancy**

### **12.1. Update on meetings with Archdeacon and Team Churchwardens**

Molly Warrington reported on three meetings; one with Hugh McCurdy, Archdeacon of Huntingdon and Wisbech and Churchwardens from all five parishes, one between the Archdeacon and the Linton wardens, followed by a further meeting between all the Churchwardens to discuss how we do / might operate as a team. The Archdeacon has arranged for The Revd Canon Fiona Windsor (Papworth Team Ministry) to come to the next group meeting on 13<sup>th</sup> August to give her perspective on being in a team, before she moves to the Diocese of Chichester. The meeting with the other wardens focussed on the individuality of the five parishes and the need to strengthen links. The wardens desire a Team Rector with strong leadership and an interest in all five parishes; someone who values different kinds of worship within the five parishes. Each parish is working on their own part of the Team Profile – see 13 below.

## **12.2. Service patterns and dates**

Molly Warrington stated that it had not been easy to find clergy free to take some of our Sunday 10 a.m. services. Molly had contacted ten people for the 4<sup>th</sup> Sunday in July before finding someone available.

Lesley Gore has agreed to take most 3<sup>rd</sup> Sundays as well as continuing with some Bartlow services, in spite of being retired.

There are no further Baptisms booked for 2<sup>nd</sup> Sundays so Duncan Keys is able to officiate for those weeks. However, the 10<sup>th</sup> August will be a Eucharist as The Ven Hugh McCurdy, Archdeacon, is taking the service.

The following dates were agreed:

28<sup>th</sup> September for Harvest celebration,

2<sup>nd</sup> November for a simple All Souls' service, similar to last year,

9<sup>th</sup> November – Alan Clarkson has offered to conduct the afternoon Remembrance service.

Word and Worship – John Thorne said that he was trying to co-ordinate with members of the URC who attend, to share leading the teaching part.

## **13. Team Profile discussion**

John Thorne explained that we are encouraged to use three areas from the Diocese mission action plan to create our profile:

Engage – what does the church do to engage fully and courageously with the needs of our communities locally and globally?

Grow – what does it mean to grow God's church by finding disciples and nurturing leaders?

Deepen – how do we deepen our commitment to God through word, worship and prayers?

John asked PCC members to divide into groups of 4, and for each mission area, to consider what is the church role and what attributes do we want in a Rector.

All five parishes have been asked to do the same exercise and share their ideas. John and Molly will co-ordinate the suggestions into one document. Molly offered to organise two informal PCC evenings on 14<sup>th</sup> and 26<sup>th</sup> August, at 7.45 in the pavilion. It is hoped that most members of the PCC will be able to attend one date to receive feedback from the views of the other parishes and to see how the team profile is developing.

## **14. Any other business**

Judy Nightingale, on behalf of the Friends of St Mary's, thanked those who had attended the barbeque on 5<sup>th</sup> July.

Sue Filby asked if reports could be circulated at least three days in advance of a meeting, similar to the notice required for items for any other business. PCC members are not necessarily able to read reports on the day of a meeting and then the contribution to any discussion risks being limited.

## **15. Date of next meeting**

Molly Warrington said that she would collate availability by an electronic poll so that those absent could be included. Meetings will be in September, November, January and March.

The meeting closed with The Grace at 9.50 p.m.