

**St Mary the Virgin Linton**  
**Minutes of PCC Meeting held on Tuesday 21<sup>st</sup> July 2015**

**Present:**

Mrs J Nightingale (Chair), The Revd. Dr Maggie Guite, Mrs N Blackmore, Mrs N Collard, Mrs S Ellis (Treasurer), Mrs H Foote, Mr A Gore, Mr M Holden, Mr D Keys, Mr D Lockstone, Mrs S Mudge (Secretary), Dr D Parry-Smith, Mrs G Powell, Mrs J Smith, Mr J Thorne (Churchwarden), Dr M Warrington (Churchwarden), Mr M Younger.

**1. Opening Prayer**

**2. Apologies and welcome**

Apologies were received from Mrs L Mordue, Mrs R Read.

Judy Nightingale welcomed The Revd. Dr Maggie Guite to her first PCC meeting at St Mary's.

**3. Minutes of last meeting**

The minutes of the meeting on 5<sup>th</sup> May 2015 were accepted and signed.

**4. Matters Arising**

July 2014 – item 5. Online shopping – Give As You Live scheme.

See <https://workwithus.giveasyoulive.com> for information. The link for registration needs to be circulated as widely as possible via the pew sheet and website. There are a large number of St Mary's schools and churches and our specific name is The Parochial Church Council Of The Ecclesiastical Parish Of St Mary The Virgin, Linton, Diocese Of Ely.

Some people have bought items via Give as you Live – however no funds have been received by the treasurer and there is some concern as to whether the scheme is working satisfactorily.

**Action Molly Warrington**

March 2015 – item 11. Review of Guidance for Garden of Remembrance leaflet. Andrew Gore had offered to produce a number of photocopies in colour and these were still required.

**Action Andrew Gore**

March 2015 – item 13.1. Chancel Repair Liability – John Thorne had written to Jon Green and is awaiting advice.

May 2015 – item 5.4. Events committee – Molly Warrington reported that Pam Richardson had agreed to chair this new committee. Various events had already been proposed and the first committee meeting, open to anyone, was scheduled for 23<sup>rd</sup> July.

May 2015 – item 9. Fabric committee – Sue Mudge had written to Bakers of Danbury to thank them for the recent work on the church and north porch. A director had replied and said that the positive comments had been passed on the Terry Sawyer, one of the team, and that they hoped to be able to do more work for St Mary's in the future.

**5. Appointments**

**5.1. PCC representatives to The Anderson Trust**

Since the May meeting, it had been confirmed that the two representatives to The Anderson Trust are required to be current members of the PCC. Therefore John Organ and Linda Read can no longer continue in this role. David Parry-Smith and Nicola Collard volunteered. They were proposed by Michael Holden, seconded by Hannah Foote and approved by the PCC.

## **5.2. Infant School Governor**

Lawrence Powell's term of office ends in October and he is willing to stand again. Lawrence was proposed by Joan Smith, seconded by David Parry-Smith and the PCC agreed to recommend him to the Diocesan Board of Education for re-appointment.

Judy Nightingale thanked Nicola Collard for being an Infant School governor during the vacancy, in place of the Rector.

## **6. Events Committee terms of reference**

Molly Warrington had written the terms of reference in conjunction with Pam Richardson and the document had been circulated in advance of the meeting. After brief discussion the terms of reference were proposed by Duncan Keys, seconded by Gill Powell and adopted by the PCC.

It was noted that at least two members of the committee must also be on the PCC and it was recommended that the committee should also liaise with The Friends of St Mary's to co-ordinate dates and events. The committee will in future have a regular agenda item for reports to the PCC.

## **7. Electoral Roll Officer**

Pam Richardson had offered to take on the role with Lucy Mordue's agreement. Lucy had helpfully offered to update the Electoral Roll following Beth Kirkman's resignation and had prepared the roll for the APCM. It was now felt that Pam was in a better position to continue and recognise those people not on the roll. The PCC approved the change. Sue Mudge was asked to write to Lucy to thank her for her work and to Pam to thank her for volunteering to become ERO.

## **8. Flower Festival results and review (3 – 5 July 2015)**

It had been reported in the pew sheet that income was £5017.62 which, with minimal expenditure of £305.90, gave a total profit of £4711.72. This was an excellent result and exceeded the budgeted amount. Many people were generous and donated the flowers for the arrangements in church, items for the refreshments, raffles prizes, bottles for the tombola etc., as well as their time, to make the weekend such a success. Saturday was extremely hot and the gazebos were essential to provide shade for the stalls. It was agreed that having the stalls in the churchyard was an excellent idea and created a good physical link between the church and the refreshments in the pavilion. Although the pavilion space is more limited than the school hall, the good weather meant that tables and chairs could also be outside. There was heavy rain on Sunday morning which led to events being rearranged so that story telling was in the church rather than the glade. The Friends of St Mary's made an additional sum of around £150 from the stall and teddy bear jumps. Nanette Blackmore's notes also thanked the Monday Gang for getting the churchyard ready for the weekend. Judy Nightingale thanked Nanette on behalf of the PCC for masterminding the whole event so effectively. It was agreed that next year's festival would be under the guidance of the events committee and that the date could be set at the forthcoming meeting.

## **9. Finance and Stewardship report**

The accounts for the first six months of the year had been circulated along with explanatory notes and an update from the stewardship campaign. Michael Holden referred PCC members to the notes to explain the variances on both the income and expenditure items. Since the last PCC meeting, gift days had been held on 6<sup>th</sup> and 7<sup>th</sup> June. Increased standing orders, including

gift aid, will generate £6000 for the next half year period and one-off donations plus gift aid total £9500. Michael Younger stated that this would still result in a deficit of about £7500. Although the response from some church members (around 40%) had been positive, it was of concern that a significant number had chosen not to respond. Michael said that a gentle follow up letter was ready to send out and the committee were also considering an article for the Linton News in order to reach people who are not regular attendees at services but who still value the church building for what it represents in the village.

Maggie Guite asked if the church had a legacy policy. Michael Younger said that he and the treasurer had considered this recently and thought that St Mary's should have a joint policy in conjunction with The Friends of St Mary's.

Joan Smith asked if there were copies of stewardship leaflet in the church. This can be done but the original leaflet prepared in May was specific to the gift weekend and requires updating.  
**Action Michael Younger**

## **10. Fabric Committee Report**

A report had been circulated by Andrew Gore, although the committee had not met formally. The PCC agreed to Andrew's suggestion to fit a small holder to one of the outer porch doors in order to display a sign to indicate whether the church is open or closed.

The PCC agreed to the Parish Council's request to remove some laurel bushes in the churchyard which are damaging the flint wall, currently under repair, subject to some replacement shrubs being planted in the area and at least a metre away from the wall. The PC may require Diocesan approval. This was proposed by Andrew Gore and seconded by Nanette Blackmore.

Andrew initiated discussion about the style and use of the notice board in the churchyard and the one at the top of Church Lane. An immediate need is to add Maggie Guite's name, phone number and email address. Maggie agreed that a physical address was not required. Andrew offered to do this.  
**Action Andrew Gore**

Andrew asked everyone to consider what style would be best and Maggie suggested that people could take photos of other church notice boards if visiting elsewhere. Maggie also said that it was good practice to include the Diocesan coat of arms and the Church of England symbol.  
**Action everyone**

Joan Smith suggested that perhaps students at LVC could be involved in the design or manufacture.

Andrew and other volunteers have made good progress with the pavilion garden and the area is ready for turf to be laid. Michael Younger queried the costs associated with the pavilion garden. Sue Ellis confirmed that the peace garden restricted fund in the accounts includes non-specific donations which can be used for the pavilion garden.

Nanette Blackmore had requested that a shed could be sited between the pavilion and the churchyard wall at the lower level in order to store chairs and tables which are needed for special services and events. There was some dissent about more storage and it was suggested that items in the church should be scrutinised objectively and people should not assume that things can be kept indefinitely. The Fabric committee was asked to make an inventory of what items are in regular use and what may be removed.  
**Action Fabric committee**

## **11. Quinquennial inspection scheduled for 11<sup>th</sup> August**

Andrew Gore had mentioned this in the Fabric report and reminded the meeting that he should be told in advance of any potential issues.

## **12. Deanery Synod report**

Andrew Gore had circulated a report from the 16<sup>th</sup> July meeting, which focussed on finance. The Diocese has introduced a new model for calculation of Deanery and parish shares, also circulated. The Granta Deanery has decided to continue using the pre-2015 model which aims to achieve closer connection between ministry provision in a parish and its share. The overall Deanery Share for 2016 will increase by 1.5%.

Michael Younger suggested that the PCC should have a discussion about the parish share in a future meeting. Having looked at parish shares across the diocese, he felt that transparent answers were not forthcoming from the Deanery and Diocese. He questioned why Linton was in the top 10 parishes outside Cambridge for high payments and also some areas of greater population in the Deanery consistently paid less than Linton. The share rises each year in spite of the Diocese holding very healthy balances and reserves. Michael asked whether Linton should consider paying less than 100% of our allocation next year, especially if the reasons leading to the inequitable share distribution were not made available.

## **13. Service resources**

Maggie Guite had obtained examples of new resources published, which relate to weddings, christenings and funerals. The Church of England website had been updated to explain to people what was involved and to direct them to parish priests. The packs included cards for anniversaries, introductory leaflets and a variety of material to suit different situations. Clergy have had training days to introduce the resources. It was agreed that Maggie would discuss the packs with the ministry team to consider what would suit Linton and the associated cost. The impact in terms of administration to operate an online database and calendar should also be estimated.

## **14. Any Other Business**

### **14.1. Harvest service**

Maggie Guite proposed that this should be Sunday 4<sup>th</sup> October, following her holiday in the second half of September.

### **14.2. Historic Churches Trust – ride, drive and stride**

Sue Mudge had received a pack of information for the annual fund raising day on Saturday 12<sup>th</sup> September. David Parry-Smith offered to publicise the event and be the local link person. It was noted that Bartlow and Castle Camps churches both have weddings booked that day.

Maggie Guite said that she would like to introduce local walks between churches in the team, possibly on 6<sup>th</sup> or 13<sup>th</sup> September. Maggie would like the congregations to engage more as a team and suggested that we could have events from all five churches listed on one piece of paper.

### **14.3. Team Eucharist**

Maggie Guite suggested having a rotating Team Eucharist on the 4<sup>th</sup> Sunday in a month with five Sundays. Horseheath are running Sunday School on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays and Maggie would not wish to disrupt that.

#### **14.4. Linton Choir**

Maggie Guite has been impressed with the quality of singing and is convinced that the choir should sit at the side when the nave altar is used. However, she agrees that choir members need removable book rests and asked the Fabric committee to consider what would be appropriate, in conjunction with David Parry-Smith and the choir. **Action Fabric / D P-S**  
Maggie said that the Chancel should be a prayed-in space and could possibly be used for services with smaller congregations, such as 8.00.

#### **14.5. Linton Baptism service**

Reserving the 2<sup>nd</sup> Sunday as the time for Baptisms does not work well as many of the congregation do not attend. Maggie Guite said that she finds that it is better to offer an afternoon service to non-church regulars and to invite the family to be welcomed in the 10.00 service another week.

#### **14.6. Thanks are due**

Andrew Gore proposed that thanks be recorded from the PCC to Molly Warrington and John Thorne who, as Churchwardens, have had a hugely increased workload throughout the vacancy.

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

Monday 12<sup>th</sup> October 2015.

The meeting closed with The Grace at 10.10.