

**ST MARY THE VIRGIN, LINTON**  
**MINUTES OF PCC MEETING HELD BY ZOOM**  
**ON THURSDAY 9<sup>TH</sup> SEPTEMBER 2021**

**PRESENT**

Mr M Younger (Chair), Mr E Andrade, Miss C Ellis (Churchwarden), Mrs S Ellis (Treasurer), Mrs H Evans, Mr A Gore, Mrs S King, Mrs S Mudge (Secretary), Mr J Organ, Dr D Parry-Smith, Mrs P Schofield, Mrs S Thorne (LLM), Mr R Tonry, Dr M Warrington, Mrs C Watts (LLM and Safeguarding Officer), Mr D Watts (Churchwarden) and Revd. M Wilcockson.

**1. OPENING PRAYER**

Revd Michael Wilcockson started the meeting with prayer.

**2. APOLOGIES**

Apologies were received from Mrs J Burge and Mrs G Powell.

**3. MINUTES OF 8<sup>TH</sup> JULY 2021**

The minutes were approved as a true record.

**4. MATTERS ARISING**

**4.1. GENERAL DATA PROTECTION REGULATIONS (GDPR)**

Item 7 - In her role as GDPR Data Controller, Molly Warrington will circulate revised versions of St Mary's GDPR documents to PCC members for comment. It is hoped that these can then formally be approved at the next meeting.

**4.2. VACANCY - PARISH PROFILE**

Item 8.2 - the group tasked with drafting the Profile has met several times. An additional PCC meeting has been scheduled for Monday 27<sup>th</sup> September solely to discuss and approve the draft of the Linton section before the Archdeacon meets with the Parish Reps from the Team.

A day of prayer has been arranged for the Team on Thursday 16<sup>th</sup> September. Services will be held in each parish and people will be encouraged to sign up for 30 minute prayer times throughout the day.

**4.3. COVID UPDATE**

Item 8.3 - David Parry-Smith noted that choir members had been able to sit in the chancel choir stalls and lead singing during August. Normal choir practices were planned to resume on Fridays from 10<sup>th</sup> September along with 9.15 pre-service practices.

**5. SAFEGUARDING REPORT**

Cathy Watts gave an update.

- New members of PCC all have a new DBS check, 1 other remains outstanding.
- All pastoral visitors have DBS with 1 in progress.
- Online safeguarding training still not completed by some PCC members.
- Updated guidance has been received for carrying out ID & DBS checks.
- 10th Oct has been designated Safeguarding Sunday. Bishop Jonathan Gibbs, the Church of England's lead safeguarding bishop said that the aim is to create an opportunity for churches to show their communities that they take this responsibility seriously.
- The National Safeguarding Team has released the new Safer Recruitment and People Management Practice Guidance (SRPM). To support that guidance there is

a new Safer Recruitment and People Management online training module which Parish Safeguarding Officers and Clergy are encouraged to complete and share with their PCC.

- The Digital group is in the process of setting a date to meet.
- There is a Safeguarding network meeting on 6th Oct which Cathy will attend.

Sarah Thorne added that she had attended diocesan training in domestic abuse issues and would follow the recommendation that a poster regarding help for domestic abuse victims should be displayed in toilet areas.

Michael Younger thanked Cathy for undertaking this role and pursuing relevant issues.

## **6. CHURCHWARDENS' REPORT**

### **6.1. CHARLOTTE: POST-SERVICE COFFEE**

Charlotte Ellis reported that coffee had been offered after the previous Sunday 10am service; having been suspended since March 2020. A new rota had been formed and Charlotte invited comments over the most appropriate way to proceed. It was agreed that serving outside was currently preferred but would not be good when the weather is cold or wet. Opening doors and windows to ventilate the pavilion is possible but the space may become very crowded. Carrying trays of crockery into church is not easy for some of the helpers. Being sensitive to people's needs suggests a compromise whereby coffee should be outside when possible and at other times it could be made in the pavilion and some people encouraged to take drinks into the church where there is more space. It was recognised that it is important to enable people to have chance to talk to each other afterwards. Sarah Thorne reminded members that there are others still worshipping online and it would be lovely if people came to the camera in church to say hello to them.

### **6.2. DAVID: OTHER CHURCHWARDEN MATTERS**

David Watts gave the following report.

- David commented on the recent letter from the Bishops which highlights the need to be cautious in relaxing Covid related matters. In the light of which, David asked whether we should introduce a server or Deacon; whether to reduce the space between seating in church to 1m between the chairs and 1.5m between the pews in the side aisles; whether to offer wine again?
- There was discussion around each point above and it was noted that different approaches exist within the Team. A server would be required if wine were to be administered from a separate station and not everyone would wish to take it. There was a general concern to continue to make everyone feel welcome and safe within their worship. Michael Younger summarised as follows: keep spacing between seats, keep wearing masks apart from choir members in the chancel, keep administering Holy Communion in one kind only and review again in November.
- David thanked PCC members for supplying their personal details which has allowed prompt submission of Trustee information and accounts to the Charity Commission.
- David has been unable to persuade Plusnet to increase their £200 offer of compensation for poor service and missed appointments.
- The recent poor quality sound on Zoom services has been rectified. The next issue may be that transmission is affected by the speed of internet connection.

## **7. REPORTS TO PCC**

Reports from the F&S committee, Deanery Synod, Ministerial team, Fabric committee, Infant School, Children and Families team and Events committee had been circulated and were taken as read with the following comments.

## **7.1. FINANCE & STEWARDSHIP**

- Sue Ellis reminded members that the proceeds of the closed Sterling Bond fund were returned to the current account and that suitable future investment had been investigated. The committee recommended the CBF Church of England investment fund, described as ethical and managed through CCLA. Sue proposed an initial investment of £10,000, with a further recommendation in November. This was seconded by Andrew Gore and agreed.
- Replacement of church laptop - funds had been received from the Anderson Trust but the laptop had not yet been replaced as it was still working satisfactorily. A request may be submitted to carry the funds forward.
- The accounts were looking healthy due to the tremendous success of the Gift Day in June, which had resulted in an extra £10,000 from one-off donations and increased monthly giving, including the Gift Aid portion.
- Helene Evans had agreed to remain as a signatory for the church account.

## **7.2. MINISTRY TEAM**

The group had not met. Notes from the Ministerial team meeting (Clergy and Lay Ministers across the team) on 2<sup>nd</sup> August had been circulated for information. The difference between the two groups was queried and Sue Mudge said that she would circulate the Ministry team terms of reference for clarification.

## **7.3. FABRIC COMMITTEE**

- Henry Freeland, Church Architect, hopes to complete the specification for the combined QI works, lighting scheme installation and re-decoration by the end of September. Tenders can then be sought with the aim of having costs known by the end of the year.
- There has been no progress in finding the location of other ex-Michaelhouse pews and our spare ones are delaying the re-ordering of the church. Richard Tonry proposed that this issue be resolved at the November meeting; seconded by Sarah Thorne and agreed.

## **7.4. INFANT SCHOOL**

The PCC was very pleased to read that Years 1 and 2 will be resuming the Friday services in church this month. The Foundation Stage children will join after half term. The start and finish times for the school day are no longer staggered and have reverted to the normal schedule.

## **7.5. CHILDREN AND FAMILIES TEAM**

- Michael Younger said that he was delighted with the reports of the Make Lunch initiative. Molly Warrington proposed that the PCC formally record thanks to Sarah Thorne for the weekly updates and the work of the team involved in Make Lunch. Activities for families were provided as well as a hot meal. Sarah said that it was very much a team effort.
- This year has had an emphasis on making connections with families. They are not all the same families which have previously received activity bags.
- Sarah said that Tots has moved back into the Village Hall and several new families had attended the first session of term.
- Cathy Watts suggested that gifts from the Harvest services could go to local families. Previously REACH based in Haverhill has benefitted. It was agreed that both fresh and non-perishable produce would be welcomed and that goods could be shared between Linton families and those helped by REACH.

## **7.6. EVENTS COMMITTEE**

Charlotte Ellis confirmed that the amount raised by the vintage afternoon tea was £337.41. More than 60 people enjoyed lovely food and lively conversation in the church on bank holiday Monday.

## **7.7. BEACON YOUTH TRUST**

David Watts updated the PCC on progress of the search for a new youth worker. There have been possibly 4 applications and interviews are scheduled. Romsey Mill has been providing other youth workers to support summer holiday sessions in Linton.

## **8. AOB**

### **8.1. HISTORY NEEDS YOU PROPOSAL**

Gill Fraser Lee had attended a meeting with Charlotte and Michael Wilcockson to speak about her proposal for a village event next summer to celebrate Linton's history. The document had been circulated. The event would be run by Gill's company, HistoryNeedsYou, and would involve local schools and businesses. There would be some commercial stalls run by Amber Ankh Events. Gill would like St Mary's to be involved in some form along with other village organisations. Gill hopes to be able to fund professional actors and would need a not-for-profit body to apply for funding and grants. While acknowledging that this appeared to offer a good inclusive village activity, PCC members had some reservations. The website for Amber Ankh Events describes it as organising pagan and spiritual events. Sue Ellis said that it would be difficult to apply for grants without being a major partner and the church accounts are already complicated by holding separate funds for Linton Community Help and the C&F work. Charlotte was asked to speak to Gill to clarify the timescale for making a decision about involvement and to state the concern about links to pagan activities. Andrew Gore volunteered to speak to the Parish Clerk to see why the PC had not been able to offer funding support.

### **8.2. BALSHAM SINGERS**

Anne Parry-Smith had received an informal enquiry from a member of Balsham Singers to ask whether they might practise in St Mary's on Thursday evenings. The choir used to meet in The Meadow School, Balsham, but had been recently told that that school was still not accepting any outside bookings due to increased cleaning being required. The choir has approached Balsham Church and awaits an answer.

PCC consensus was to decline the potential booking for the following reasons. Given that we are being cautious with lifting Covid restrictions, it raises cleaning issues as the Infant School will be using the church the next morning; the toilet in the pavilion will presumably be required which would impinge on any meetings or pavilion bookings; parking for a number of cars is not as easy as in Balsham; someone would have to lock the church.

### **8.3. CHURCH CLEANING**

Gill Powell raised this (in her absence) as she is horrified that the people on the cleaning rota are mostly older people and Gill feels that there must be younger people who could offer some time. Jo George organises the rota and did not have much response from a recent plea in the pew sheet. Michael Wilcockson offered to include an appeal to the wider community in his regular Linton News article, due to be submitted the following week. It was also suggested that we could all target various members of the congregation. Sue Mudge said that she would speak to Jo and check that she was amenable to this and also to find out who is on the rota. The tasks could perhaps be part of a more social occasion if a group of people were to work together.

#### **8.4. AFGHAN CRISIS**

Cathy Watts asked what is our response as a church? We could fundraise or collect goods to send to a Cambridge contact centre, as long as we know what is required. Someone from the Infant School had phoned Cathy to ask what the school community could do to help.

Molly said that she had previous experience of refugee charities.

David P-S suggested that we could also consider needs of the reporters who remain in Afghanistan in order to send accurate information.

Andrew said that people might respond to a stall in the High Street to ask for goods and donations.

It was agreed that we should be ready to help and be proactive if there is potential to house any families in Linton.

Cathy, Molly and Michael Wilcockson volunteered to initiate a meeting to consider the best approach and also to contact Linda Richardson who had previously helped a charity working with migrants in Calais. Cathy suggested setting an initial cash target of £1,000. Charlotte recommended that the September coffee morning money should go to an Afghan fund.

Andrew offered to contact the Diocesan housing officer to ask whether the empty Rectory could be used for a family.

Michael Younger thanked everyone for their participation, for their kindness and tolerance to each other.

The meeting closed with prayer from Michael Wilcockson at 9.15pm.

Dates of future meetings: Monday 27<sup>th</sup> September for the Parish profile,  
Monday 8<sup>th</sup> November, Thursday 13<sup>th</sup> January 2022, Monday 14<sup>th</sup> March.

Deanery Synod: Open meeting on Tuesday 19<sup>th</sup> October to consider Living in Love and Faith.

Scheduled meeting on Thursday 11<sup>th</sup> November at All Saints Little Shelford.