

1. ST MARY THE VIRGIN, LINTON

**MINUTES OF PCC MEETING HELD IN THE PAVILION
ON THURSDAY 13TH MARCH 2023**

PRESENT

Dr D Parry-Smith (Chair), Revd P Seaton-Burn (Rector), Mrs J Burge, Mr A Cornell-Webb, Miss C Ellis (Churchwarden), Mrs S Ellis (Treasurer), Mrs H Evans, Mr A Gore, Mrs S King, Mrs S Mudge (Secretary), Dr S Nickolls, Mr J Organ, Mrs P Schofield, Mrs S Thorne (LLM), Mr R Tonry, Mrs C Watts (LLM and Safeguarding Officer), Dr M Warrington, Mr D Watts (Churchwarden) and Revd M Wilcockson (Associate Priest).

2. WELCOME AND OPENING PRAYER

David Parry-Smith welcomed the Revd Paul Seaton-Burn to his first PCC meeting as Rector and invited him to open the meeting with a prayer.

David P-S asked each PCC member to introduce themselves, to specify any particular roles held within the church, to say how their day had been so far and to offer something close to their hearts as a personal item for prayer.

3. APOLOGIES

Apologies were received from Mr M Younger.

4. MINUTES OF 12TH JANUARY 2023

The minutes were approved, proposed by Charlotte Ellis and seconded by Sarah Thorne.

5. MATTERS ARISING

Sue Mudge said that the Minutes from 14th November had been amended and reissued as agreed. Sue passed copies to Molly Warrington, Chair of the January meeting, for her signature.

6. SAFEGUARDING REPORT

Cathy Watts reported that:

- All PCC members are now DBS checked.
- Cathy and Michael Wilcockson have reviewed and updated our Parish Safeguarding Dashboard.
- The new Diocesan Confidential Declaration Form is still being revised and therefore Cathy has not yet sent it to all church members who hold an Enhanced DBS; contrary to what was said in her January report.
- John Thorne had reported via the Digital Working Group that although all PCC members had St Mary's email addresses, two people were having access issues. John will resolve this.
- Molly Warrington said that she had seen the Diocesan Declaration form and that it was very detailed. It relates to contact with vulnerable adults and children which perhaps is not applicable to all PCC members. Cathy responded that it was necessary to show that our safeguarding responsibility is taken seriously by all PCC members as Trustees.

7. RECTOR AND CHURCHWARDENS' REPORT

7.1. CHURCHWARDENS

David Watts had circulated a report covering the following points.

- The building work for **Linton Free Church** has finished and a grand opening is planned for 25th March. Members will no longer be using St Mary's pavilion twice a month.

- David W has contacted the principal of LVC about **disruptive behaviour** by some pupils on a couple of Fridays.
- **Seating in St Mary's church** will be reviewed when the lighting and decorating work is finished and the scaffolding removed. After doubts at the previous meeting, it was possible to seat 133 people for the Collation service and still have a few spaces.
- **Zoom services** have been stopped for the foreseeable future to avoid the £9,000 cost of more equipment, as specified by John Thorne. An application has been made to The Anderson Trust for the cost of replacing the faulty tablet in the musicians' mixer desk; to allow use of microphones for the music group and youth service. Sarah Thorne said that John had asked her to point out that was not guaranteed to work and may need further investigation.
- **Leaflets showing Easter services** for both churches are at the printers and will soon be ready for distribution round the village.
- The **contract for the photocopier** is due for renewal in the summer. The copier, sited in the rectory, has not been used much and David W proposed that it should be removed, saving £90 per quarter or £130 were it to be upgraded for greater functionality. People would be encouraged to print material at home and claim the cost if they wish or use Plumridges. Sue Mudge asked that a guide price for home printing could be established. As an example, David P-S said that Anne claimed 7p per sheet. Members agreed this course of action when the contract expires.
- There is a review meeting for the **warm hub project** at the end of March. It is not known whether funding will continue to be available beyond then. The St Mary's warm hub is a friendly occasion, largely attended by people from the 10am service but not really attracting the original target group who may be struggling to heat their houses.
- David W had circulated details of the **National Burial Ground survey** which aims to digitise all records, undertaken by a company from Cumbria. The survey will take several years nationally and it is now the turn of Ely Diocese. There is no cost unless we wish to have our own copies of information and plans. Members voted to allow access to St Mary's churchyard and inside the church, as proposed by David W and seconded by Richard Tonry.

7.2. RECTOR

- Revd Paul Seaton-Burn expressed his gratitude and thanked people for the warm welcome and care shown since his arrival in Linton and at his Collation service.
- He commented on the structure of the PCC agenda – asking why are we here? We have a duty to care for the fabric of the church but should focus on mission and pastoral outreach. We should give priority to those aspects first and then cover maintenance and management issues.
- Paul would like to share ideas about Baptisms and Thanksgiving services and to be an inclusive church. He enjoyed seeing the Infant School Friday Church and would love to widen the contact to LVC as an area for mission.
- Do not be afraid to question why we do something. At the moment Paul is listening and talking to people around the village, especially when out walking – so do be in touch.

8. PASTORAL AND MISSION REPORTS TO THE PCC

8.1. CHILDREN AND FAMILIES TEAM

Sarah added to her circulated report and said that the County Council had replaced the previous voucher scheme for families in the holidays by a Holiday Activities and Food Scheme. Sarah thought that funding would probably cover 10 places.

A recent Tots Plus session at Chalklands Community Room sadly had no older people present. Another Baby Steps course may be possible but Sarah currently has no spare time. A Messy Church session is planned for Good Friday in the Village Hall and helpers are sought.

Suzanne Darkins is exploring the Henry Smith charity with a view to securing at least £10,000 for up to 3 years – linked to the paper which Sarah produced in November asking how the Children and Families Minister role might continue in the future. However, Suzanne feels that we need some strategic plan in place before writing the bid. The Mission Action Plan was written in 2017 and spanned 5 years. It has expired and any review was deferred until a Rector was in place. Paul agreed and suggested that a specific session was needed to develop a plan.

David P-S added that there were outstanding topics from the MAP such as a communications group and achieving a re-ordering of the church. The latter had stalled due to being unable to create space by removing spare pews from the church.

8.2. DEANERY SYNOD UPDATE

There was no report as the DS meeting was scheduled for the following evening. Andrew Gore added that progress of the Deanery Development Plan had slowed due to key people's personal circumstances but it was almost ready to circulate to churches.

8.3. EVENTS COMMITTEE REPORT

In addition to the circulated report, Charlotte Ellis said that 60 people had attended the recent afternoon tea at which Tim Breitmeyer from Bartlow spoke about his role as a member of His Majesty's Honourable Corps of Gentlemen at Arms. It was a great success, both socially and in raising £646 for church funds.

8.4. INFANT SCHOOL REPORT

Nicola Collard, Chair of Governors, had sent a positive report but also highlighted pressures caused by finance and staff absence. Michael Wilcockson wished to note that Nicola puts a lot of time and energy into her role with the school and supports the staff in a number of ways.

8.5. PASTORAL GROUP

Sue Filby had submitted a report. Michael Wilcockson said that Eucharist services had been held at Symonds House and Nichols Court, as per the rota. It was thought that talking to people to develop a knowledge of funerals and what to do prior to the event may be helpful. Many people do not realise that they could have a funeral in church. Post funeral ministry was queried, as mentioned in Sue's report. Michael W explained that clergy do not necessarily have time to contact bereaved families after a funeral and it may be possible to involve pastoral visitors in that role.

8.6. BEACON YOUTH TRUST

The recent set of reports about activities and number of attendees had been circulated. David Watts commented that there had been a brief hiatus while Cynthia Mukoko was on bereavement leave but now the engagement with young people was improving again.

9. MAINTENANCE AND MANAGEMENT

9.1. FINANCE AND STEWARDSHIP: APPROVAL OF CHURCH ACCOUNTS FOR 2022

- Sue Ellis pointed out that the independent examiner had not yet been able to review the accounts due to having time off with an injury. Reserve funds had been used to balance the previously approved deficit budget. A deficit budget has also been set for 2023. Reserves will only cover another two years if the same rate of income and expenditure continues, which clearly is not sustainable.

Sarah King proposed that the accounts be approved, seconded by Sarah Thorne and agreed unanimously.

- David P-S commented that we were still hoping to appoint a Stewardship Officer who could approach people to discuss ways of giving and promote the Parish Giving Scheme. John Organ is considering the role. David P-S reminded people that welcome lunches for new people were in the MAP but had not happened due to lack of volunteers.
- Sue Ellis was thanked for her dedication as treasurer.

9.2. FABRIC COMMITTEE UPDATE

Richard Tonry had circulated a report giving progress of ongoing projects.

- **QI works and lighting scheme:** The contractors have made rapid progress since the last PCC meeting. Redecoration is nearly complete as is the lighting installation. Three valuations totalling £87,452.73 have been received and paid for by The Friends of St Mary's.
- Charlotte Ellis said that it was unfortunate that the contractors unexpectedly erected extra scaffolding on the inside of the chancel arch which prevented the screen being used. It would have been helpful to have been notified, as it affected the talk at the afternoon tea and the following day's 10 am service.
- Levelling the floor by the children's area, as agreed at the January meeting, will be done when the scaffolding is removed.
- **Kitchenette:** still awaiting Henry Freeland's proposals prior to obtaining costings.
- **Friends' portable lectern:** a Faculty has been submitted and is due to be considered at the DAC March meeting.
- **Pews and re-ordering:** Andrew Gore offered to write an article for The Church Times to offer the spare pews to another church. The chapel cannot be re-ordered until the pews are removed. **Action AG**
- **Churchyard Paths:** awaiting a date from the Parish Council for remedial works.
- **Boiler controls:** the Hive thermostat has been installed. Obtaining the right temperature is currently subject to a certain amount of trial and error and is affected by fluctuations in the outside temperature.

10. BAPTISM ALM – GILL POWELL

Gill had been asked to do another 10 week course in order to renew her ALM. Michael Wilcockson had negotiated a way to avoid this. Sarah Thorne proposed that Gill's ministry be re-affirmed and the ALM renewed, seconded by Cathy Watts and approved by the meeting. Paul Seaton-Burn said that he is due to meet with Gill soon and will be asking the question of how we can support her.

11. APCM – SUNDAY 14TH MAY

Sue Mudge stated that there will be annual elections for 2 Churchwardens; 2 representatives for Deanery Synod for 3 years (current holders are David P-S and Andrew Gore) and 4 PCC members. The PCC members who have served 3 years are Sue Ellis, Sue Mudge, Patricia Schofield and Michael Younger.

There was no other business and the meeting closed with prayer at 8.55pm.

Dates of future PCC meetings: Mondays 22nd May, 10th July, 11th September, 13th November, 8th January 2024, 11th March.

Deanery Synod dates 2023: Tuesday 14th March at Great Shelford, Wednesday 12th July at West Wrattling and Tuesday 7th November at Sawston.