**St ANDREW’S CHURCH, STAPLEFORD**

# **PAROCHIAL CHURCH COUNCIL**

Charity registration number 1158492

**MINUTES OF THE PCC MEETING** – **Monday 23 May 2022**

Please note that financial statements, notes, diary, sub-committee reports etc, are pre-circulated and filed with the minutes in the official PCC file, with key points recorded. Any discussions or decisions arising from such documents are recorded in the following text.

**Present**: Simon Taylor (Chair), Felicity Cooke (Lay Vice-Chair), Nicky West (Secretary), Sue Brown, John Bryden, Kirsty Campbell, Clare Coates, Martin Ginger, Sarah Hackett, Sarah Kastner, Alastair MacGregor, Valerie Powell, Romie Ridley, Lizzie Taylor

1. The meeting opened with a reading from Psalm 123 and a prayer. Members were welcomed to the meeting.
2. Apologies were received from Chris Bow (Treasurer), Jeannie Green and Anand Pillai.
3. The minutes of the PCC meeting held 28 March 2022 were approved, save for one correction: in the last sentence of paragraph 5b the reference should be to streaming rather than making video recordings. [ST note: now corrected in those minutes held on file.]
4. Finance
Chris Bow provided the accounts for the year to date. See accounts on file.

Alastair MacGregor commented that the church finances were in good shape, a matter that was particularly important as we were facing considerable expenses such as a new heating system and ceiling. It was noted that in part the satisfactory position was due to receiving delayed funds from the Feoffees.

[ST note: not all the expenditure has yet been put into the accounts, including the expenditure on camera equipment for recording/streaming services.]

1. Governance

See notes on file.

The notes on succession planning were considered.

Simon Taylor reminded members that the list of those posts which we keep in mind and try to plan for is not closed.

The continuing casual vacancy for a church warden and the burden that was placing on Alastair MacGregor was noted, and members were asked to consider who might be approached to fill the role. Sue Brown noted that Jackie Nettleton was still a signatory on the church accounts, and members were content for that to continue pending the appointment of any additional church warden. Sue agreed to check with Jackie that she was willing to continue that role.

Simon reported that Clare Coates had been signed off as having satisfactorily completed her curacy. Members congratulated her.

The position in relation to Peter Green stepping down as sacristan was noted. Romie will arrange for a large card to be signed by church members, but it will not be presented publicly. Felicity Cooke will buy some wine as a gift from the church, but likewise it will not be presented publicly.

Clare Kerr was unanimously re-appointed as Verger and as Weddings Administrator for a period of three years until May 2025. Members expressed their great thanks to her for carrying out these roles so efficiently.

1. Opening up

See notes on file.

The measures recently taken were discussed. No changes were suggested, though it was noted that we will need to keep an eye on the position and it remains possible that precautions will have to be re-instituted.

1. Lent & Easter services

See report on file.

The Lent and Easter services were discussed. Specific comments were as follows.

*Complines:* Felicity Cooke noted that a number were led by individuals, whereas in the past they had been led by groups. Simon Taylor said that some groups had not come forward as they had in the past. Felicity suggested stronger encouragement might work to persuade groups, and that might have benefits as regard attendance. New possibilities were suggested, including having ones led by Forest Church leaders, the Youth Group and the choir. It was not yet considered appropriate to reduce the number of Complines offered.

*Good Friday:* Romie Ridley thought the service was wonderful, but could perhaps have benefited from more times of silence.

*Magog Down service:* no great enthusiasm for reverting to providing breakfast, nor some lesser provision such as bacon butties, coffee etc at the Down. Valerie Powell commented that she had been able to come to the service for the first time, rather than being back in the Johnson Hall preparing breakfast.

*Easter Sunday in the churchyard:* agreed to be a good event which should continue as an outdoor service.

*Low Sunday (the Sunday after Easter):* it was agreed that this could be a said service, perhaps lay-led.

*Overall:* To try to combat relatively poor attendance at some services Felicity suggested that encouraging greater observance of Lent, and of Holy Week in particular, might be beneficial. Alastair MacGregor observed that he came from a church tradition that did not observe Holy Week in the same way, so he, perhaps like others, was simply not aware of the various services and their significance.

Romie Ridley asked that we consider having lectionary Easter readings next year after Easter. Whilst enjoying the Genesis series, she has missed the emphasis on Jesus being with us still.

1. Diary
A draft diary until December is included in the papers. Various items were discussed, as follows.

*5 June Church-in-the-Marquee for the Village Weekend:* Sarah Hackett, Kirsty Campbell, Felicity Cooke and Nicky West will provide fruit, mint etc to go in the Pimms.

John Bryden asked about rehearsing before the service, and Simon Taylor said he would check the arrangements with the organisers.

*3 July:* Lucinda Howard is being ordained in Ely Cathedral in the morning. It was agreed that St Andrew’s would hold 9 am and 6 pm services that day only. Romie Ridley asked about the families who would usually attend, and Sue Brown said they would be fine if informed in advance. There was another Messy Forest Church two weeks later.

*24 July:* a Newcomers’ Tea is planned and has been advertised in The Messenger. It will be open to Ukrainians who have recently arrived as well as longer term village residents.

*7 August:* as well as the 9 am and 6 pm services we will have one All Age outdoor communion.

*12 August:* evening organ recital in aid of the Nachingwea Link

*21 August:* we will have a 9 am service plus a 10.30 am All Age outdoor service.

*4 September:* no Choral Evensong this day - a late summer break.

*18 September:* this is the third Sunday of the month, so would normally be 9 am CW sung Communion, but Harvest Festival is on this day, so will have 9 am BCP Communion and then *10.30 am outdoor Harvest Festival:* this will be with the choir, and the 9 am service will become a BCP Communion rather than a third Sunday sung CW Communion.

*25 September:* a new/returning venture of indoor All Age services on the fourth Sunday of the month. This one also to be a Bible Course celebration.

*30 November:* preliminary consideration of St Andrew’s Day. Possible option is to have evening prayer followed by entertainments from members of the congregation - either in church or in the Johnson Hall - with refreshments.

*4 December:* Sue Brown suggested that the Toy Service should be on a Forest Church day as it was well-supported last year.

1. Village Weekend
The current outline plans were noted.
2. Safeguarding (Rob Needle).
See report on file.

Members of the PCC are encouraged to do the training required of them promptly when asked. It was suggested that the need to do training when required without being chased should be emphasized in the newsletter and from the front in church.

1. Sub-committee and group reports:
	1. Youth. Simon Taylor reported on the new pattern of groups.
	2. Children. Report on file.
	3. YouthInc. Simon Taylor reported that a further attempt is being made to appoint a youth worker.
	4. Eco Church. No report available.
	5. Prayer/House groups. Reports on file.
	6. MU. Report on file.
	7. Stapleford-Nachingwea Link. Report on file.
	8. St Andrew’s Children’s Society Partnership. Report on file.
	9. Fabric. Simon Taylor reported that Stephen is continuing to look into new heating systems.
	10. Johnson Hall & Verger’s Cottage. Simon Taylor reported that the top back room has been cleared and redecorated, and is now coming in to use by Magog Trust 3 days a month and for ongoing storage.
	11. Deanery. Report on file.

*Living in Love & Faith:* This was discussed. It was considered that a clear statement of the church’s position might assist Diocesan thinking on the issue. Lizzie Taylor asked if we could pass a motion stating the church’s position. She reminded the PCC of the Pastoral Principles, and that silence on the issues raised can itself cause distress. Nicky West agreed we needed to do something and not just let the work done in the groups on LLF lapse. Simon Taylor reminded the PCC that we had put in feedback to the national church, following discussions in the PCC. It was decided that a church survey might be appropriate. Lizzie, with Felicity Cooke, Clare Coates and Alastair MacGregor will consider the issue together and report to the July meeting of the PCC with a proposal to take the matter forwards.

*Deanery Development Planning:* The latest email from the Rural Dean had been circulated. It clearly indicates that the position of single parish benefices such as Stapleford may come under consideration. Felicity Cooke had previously put herself forward for the deanery working group, but had heard nothing back. The PCC affirmed that Felicity should represent Stapleford in the discussions.

* 1. Pastoral care group. Report on file.
	2. Community Warden Scheme. Report on file.
	3. Messenger. Report on file.
1. Matters arising from the minutes of the last meeting

There were no matters arising not already considered.

1. Any other business.

The church’s Working at Heights Policy was reviewed.

Sue Brown asked whether there should be be two people for work from ladders. It was agreed that seems sensible in general, but may not be necessary for small step ladders. Simon Taylor agreed to review the policy with that in mind. A review date would also be added to the policy.

With these matters in mind, the policy was unanimously approved. The PCC considered that anyone working at height should follow the policy for their own safety.

As to promulgating the policy, it would be referred to in the church newsletter and mentioned from the front, with the need for compliance emphasized.

Alastair MacGregor agreed to speak to those known to work at heights and remind them to comply. He would briefly go through the policy before asking them to sign it to confirm their understanding.

Choral Evensongs were considered. Congregational attendance has been relatively poor, even though we now have a full choir turning out and producing high quality music. The issue of how to promote this service was put off for further discussion.

1. Date of next meeting **Monday 25 July at 19.45 hrs**, but time and venue to be confirmed.

This will be a hybrid PCC meeting/social. Papers will be circulated as usual so that the PCC remains fully informed, but discussion will be limited to any key items that require decision.

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| **Month** | **PCC** |
| July | 25 |
| Sept | 26 |
| Nov | 28 |
| Jan 2023 | 23 |

1. Alastair MacGregor closed the meeting with a prayer.