



PCC of the Parish of Wiverton in the Vale

Minutes of the meeting held at 7.00 pm on Monday 11 September 2023
at St Andrew's Church, Langar

Present:

Lay Chair: Edward Hine

Churchwardens: Robin Coles, Trevor Simpson, Hilary Tabron

Elected members: Rosie Dulwich, Sue Macdonald, Pam Powell, Phil Stephenson

Ex Officio: Katharine Bacon, Reader (Deanery Synod Rep)

Guest: Stephen Hippisley-Cox

Minutes: Jane Travis

Apologies: Anna Betts, Nick Perry

Item		Action
23/09/01	<p>Welcome and opening prayers</p> <p>1.1 EH welcomed everyone and opened the meeting with a prayer.</p> <p>1.2 Apologies from AB, NP</p> <p>1.3 All agreed the minutes of the meeting were an accurate record.</p> <p style="padding-left: 40px;"><i>Proposal to accept and sign off minutes from 10/07/2023 as an accurate record of the meeting</i></p> <p style="padding-left: 40px;"><i>Proposed RC, seconded SMac Unanimously approved and agreed</i></p> <p>1.4 Matters arising</p> <p style="padding-left: 40px;">1.4.2.4 JT taken measurements for the cover for the defibrillator in St Andrew's porch for use at weddings.</p> <p style="padding-left: 40px;">1.4.3.1 Digital giving machine - not yet set up, awaiting NP input</p> <p style="padding-left: 40px;">1.4.8.1 Safeguarding - JT reminded NP needs to undertake the Domestic Abuse Awareness training.</p> <p>3.4 USB sticks for backup. Most have done a back up to USB stick and stored safely in a church safe. EH and PP have not yet had a USB stick to back up their church files. Liaise with NP</p>	<p>JT</p> <p>NP/HT</p> <p>NP</p> <p>EH/PP/NP</p>
23/09/02	<p>Churchwardens' or Church Representatives' Reports (see Appendix 2)</p> <p>Full details are documented in the attached appendices.</p> <p>2.1 Colston Bassett Report</p> <p style="padding-left: 40px;">EH reported there may be a change on contractor for the works at St Mary's Church.</p> <p>2.2 Elton report - sadly the moth event had to be cancelled because of bad weather. PP hopes to have one next year. Thanks to RD and Paul for organising the moth events in the parish.</p> <p>2.3 Granby Report - a leaflet has been produced and distributed in the village as a means to raise funds for a music system.</p> <p>2.4 Langar report</p> <p style="padding-left: 40px;">Prices for the drainage works and wall works have increased from the original estimates. RC is waiting for insurance approval before progressing the faculty application further.</p> <p style="padding-left: 40px;">Vestry works are complete but the room is being dried out following a flood. RC is still hoping that a gift of a rug/ piece of carpet will be possible.</p>	<p>RC</p> <p>PP/KB</p>

Signed Name Office Date

	<p>A tidy and clear up in the north transept has taken place in preparation for the transept being used for food for the installation service on 8th November.</p> <p>Drainage works including digging up the main path are likely to be undertaken from May - July 2024, difficult to host weddings at this time as the path will not be in use.</p> <p>2.5 Cropwell Bishop report -</p> <p>Preparation is well underway for the Thanksgiving and Celebration service with Bishop Paul on 15 October. A meeting with the Home Team to discuss logistics and invitations is scheduled 12/09/2023.</p> <p>Works on the re-ordering are due to finish at the end of September with the carpet being laid early October.</p> <p>2.6 Tythby report</p> <p>RD is having trouble with the roving mic, any help from someone who knows more about how these things work would be appreciated.</p>	
23/09/03	<p>Finance and Administration (see Appendix 3)</p> <p>3.1 Treasurer's Report and Overview - PS reiterated his concerns about the financial sustainability of some of the churches. Some churches are running at a monthly loss. Generally finances are under control.</p> <p>Following requests for VAT reclaims a spot audit for the re-ordering works at Cropwell Bishop has been requested by HMRC.</p> <p>The carpet appeal has now resulted in 28 individual donations and £3125 has been raised, enough with funds already raised to pay for the new carpet. Villagers have been generous during raising funds for the re-ordering project.</p> <p>HT confirmed that she has concerns that the expenditure at St Giles is more than regular income and the balance has been reducing. Existing givers have been asked to see if any regular donations can be increased.</p> <p>PS advised that all churches are now on the Parish Buying scheme for utilities.</p> <p>JT asked if the PCC wanted to raise the local costs charged at funerals and weddings to cover heating costs. After discussion it was agreed to keep them the same for now.</p> <p>PS queried why a summer heating charge was included in invoices for funerals and weddings and almost always had to be refunded. It was agreed this should continue as it is important that the churches feel warm and welcoming and there are occasionally times in the summer when the heating is required.</p> <p>It was agreed that we wait until after David Rowe is in post before considering a full scale funding campaign.</p> <p>3.2 Church Payments into General Funds</p> <p>PS reported that at the moment due to increases in interest rates there is a reasonable income from the monies in accounts. The built up funds will start to decrease as payments are made for works at Langar and Cropwell Bishop, as a result this regular income will decrease.</p> <p>3.3 Graveyard Policy (Appendix 3.3)</p> <p>JT had tabled a new revised wording as agreed at the last meeting in the graveyard policy.</p> <p><i>Proposal</i></p>	

	<p><i>The PCC to adopt the new graveyard policy as tabled in Appendix 3.3</i></p> <p><i>Proposed EH, seconded RD, unanimously agreed.</i></p>	
23/09/04	<p>Vision and Strategy</p> <p>Nothing to report</p>	
23/09/05	<p>Worship, Spiritual Growth and Pastoral Care</p> <p>5.1 Installation Service for Revd David Rowe, 8 Nov at 7.00pm at St Andrew's Langar. (see Appendix 5.1) Discussed with input from SH-C at beginning of meeting.</p> <p>EH thanked JT for her work preparing for the service so far.</p> <p>JT confirmed she had a draft guest list, including names from DR, and invitation ready for the PCC to approve. EH suggested a slightly earlier response date for replies. RC advised the south transept would be used for robing. The invitation was approved unanimously with this amendment.</p> <p>Additions to the invitation guest list should include Tim Morris, (Methodist Minister), the local Catholic Minister and Barry Gardner. PCC to advise by 20 Sep any other additions to the guest list.</p> <p>RC advised the capacity at Langar is 250ish. Seating will need to be reorientated to face the East window to accommodate this number. Set out chairs after the service on 5th Nov - all to help.</p> <p>JT reiterated that this needs to be a whole Parish service with help from members of all churches.</p> <p>As WiFi and streaming of the service may not be possible (TS investigating), the service will be filmed and posted on the website so that family and friends in New Zealand can watch the service at a convenient time. KB to liaise with NP re one static camera and one roving to cover parts of service away from the front.</p> <p>RC agreed to co-ordinate the layout of the church with a team of helpers from other churches. All to ask for volunteers and helpers at their Home Teams</p> <p>RD agreed to co-ordinate catering and refreshments with helpers from all churches. RC to ask JC to speak to the Langar team.</p> <p>Important that the work is not left to just Langar volunteers. EH will ask Jackie Fish if she might help too.</p> <p>SH-C suggested that perhaps one of the oldest and one of the newest members of the congregation might like to be involved as welcomers or presenters of symbols. PCC to suggest names</p> <p>Other greeters could include the Head Teacher of Langar, Emily Brown and maybe some of the children from Langar Primary School could present the bread and wine. JT to contact EB.</p> <p>PCC to suggest other possible greeters and symbol presenters</p> <p>A team of sides people and collection gatherers will be needed on the day - PCC to suggest names of helpers.</p> <p>JT to invite greeters and symbol presenters to rehearsal 16 October at 6.30pm</p> <p>SH-C suggested a contact re printing of orders of service for JT to contact</p> <p>Bellringers - JT to ask Geoffrey Yarnall re team for the day and setting up a bell for DR to ring as part of service</p> <p>Choir - JT to liaise with Mark Snelgrove re choir attending informally and advise hymns once known.</p>	<p>JT</p> <p>ALL</p> <p>ALL</p> <p>KB/NP</p> <p>RC / ALL</p> <p>RD / ALL</p> <p>EH</p> <p>ALL</p> <p>JT</p> <p>ALL</p> <p>ALL</p> <p>JT</p> <p>JT</p> <p>JT</p> <p>JT</p>

	<p>JT liaise with Amanda Lees re order of service and if gift aid envelopes are available for the Bishops Discretionary Fund.</p> <p>RC asked about the sound system and how many mics would be required. Bishop to have a lapel mic, SH-C can lend a mic and also borrow a mic from Cropwell Bishop and Colston Bassett</p> <p>5.2 Service Provision Nov - Jan (see Appendix 5.2)</p> <p>Nothing to add</p>	JT
23/09/06	<p>Community and Outreach</p> <p>6.1 Eco Church</p> <p>No report</p> <p>6.2 Ride and Stride</p> <p>NP will undertake Ride and Stride later in week if he is recovered from Covid.</p> <p>Many churches reported numbers of visitors were down this year - Colston Bassett 3, Cropwell Bishop 10, Elton 1, Langar 2, Tythby 7</p> <p>EH stated given the numbers it was not good use of resources to staff the churches throughout the day.</p>	
23/09/07	<p>Children and Young People</p> <p>Nothing to report</p>	
23/09/08	<p>Safeguarding, Health and Safety and Risk Assessments</p> <p>8.1 Safeguarding and DBS Report (see appendix 8.1 and 8.1b). Comprehensive reports.</p> <p>JT again reminded the meeting that one member of PCC is still to complete the Domestic Abuse Safeguarding training.</p> <p>JT waiting for dates of possible first aid training. 6 people have expressed interest in training.</p> <p>JT waiting for references for the two parent helpers who would like to get involved in the new Family Praise at Cropwell Bishop starting in October. The safer recruitment process is being followed.</p> <p>RD suggested that all key holders should complete the basic safeguarding training. Wardens and reps to speak to the keyholders for their church. Certificates to be sent to JT on completion.</p>	<p>NP</p> <p>JT</p> <p>ALL</p>
23/09/09	<p>Wider Contacts</p> <p>9.1 Deanery Synod updates - nothing to report</p> <p>9.2 Diocesan Synod report. Report available on line</p> <p>9.3 General Synod Report. Report available on line</p>	
23/09/10	<p>Correspondence / AOB</p> <p>JT reported a cheque from CAF had been received via the Rectory - handed on to PS</p> <p>KB suggested we host a meal for the retired clergy to say thank you for all their hard work, support and enthusiasm over the last five years, the Parish could not have continued so successfully without them all. Date to be set at the next meeting.</p>	
23/09/11	<p>Matters for the next Meeting's Agenda</p> <p>Church payments into General Funds to cover expenses and church finances</p> <p>Policy on storage and keeping of records</p>	

	Date and arrangements for meal for retired clergy. JT confirmed that she had given important dates, including for PCC meetings, to DR at their recent meeting.	
23/09/12	Date and venue of next meetings PCC - 13 th Nov, 8 th Jan, 11 th March	
	EH closed the meeting and everyone shared the grace at 8.41pm	