

ST MARY'S PAROCHIAL CHURCH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 13TH NOVEMBER 2017

PRESENT Rev'd Claire Rose-Casemore – Team Rector
John Riley – In the chair
Sheila Pullin, Chris Hall – Churchwardens
Rev'd Maddy Bray (Administrator), Ben Duhig, Ellie Doe, Peter Kent, Moira Mackenzie, Pattie Morris, Maggie Murray, Sue Sparkes, Rev'd Leigh Winsbury, David Wilson

1 PRAYER

Led by Claire

2 APOLOGIES

Richard Holwill

3 MINUTES OF THE PREVIOUS MEETING HELD ON SEPTEMBER 25TH 2017

The minutes were approved as correct – proposed by Leigh, seconded by Sheila, signed by Chair.

4 MATTERS ARISING FROM PREVIOUS MINUTES

Moira was concerned that two matters she had raised at the last PCC had not been minuted. JR agreed that significant comments should be minuted as bullet-points.

5 CHILDREN AND COMMUNION

Claire and Ben had put together a report which was distributed before the meeting. Ben spoke of the context of children and communion within St Mary's and the discussions of the PCC thus far, looked at the principles vs the process and covered the legal aspect of the concept. Claire described St Mary's as a broad church with widely differing understandings of communion, which could lead to difficulties. She had contacted 3 vicars within the diocese who had gone through this process and had received both helpful and positive comments back, noting that good preparation was the key to success in the process.

She had also spoken to a St Mary's member who she knew would be against the idea. After much discussion PCC agreed that we should move to the next stage of the process and consult the congregation. The matter would be presented to the church at a Sunday 10 o'clock sermon, supported by a report to be emailed to the congregation (like Stewardship Sunday), with the PCC taking a leading role in supporting and being on hand to discuss with people after the service.

It was proposed that we move to the next stage and consult with the congregation at least 2 weeks before March PCC to enable us to make a decision at the March PCC.

Proposed by Sheila, seconded by Leigh, voted for unanimously.

6 THE APPEAL

- Phase 1 – work to the organ – all in hand, work starting in January, during which the organ will be out of action.

- Phase 2 – Chris had circulated a detailed and helpful report prior to the meeting explaining works to be included. Thanks are expressed to him and the steering committee for excellent progress so far, and for report.
- **It was proposed** that we move forward, obtain 4 quotes and apply for the faculty for Phase 2. Proposed by Maddy, seconded by Moira, voted unanimously.

7 HOLINESS AND SPIRITUALITY

- In her rector's report Claire spoke of difficulties with vacant roles still being advertised – still without organist – please pray. 25 applicants for Administrator's job so filtering in process. Two applicants for CYFTL so far.
- Home group leaders' meeting had gone well. Lent course for 2018 discussed.
- Names proposed for home communion and Mothers' Union communion were: Rita Osborne, Jo Sawle, Julie Sharp, Liza Junkison, Jill Coates and Wayne Britt. All agreed. Peter said following safeguarding updates these people no longer need to be DBS checked.

8 EVANGELISM AND OUTREACH

- **Youth and Children** – Thanks to Pattie for a helpful report. Safeguarding training was to be attended by all volunteers on 27th November led by Sue Sparkes to comply with 'next steps'. The need for Leigh's Sunday night youth group to have a name and be more widely advertised was discussed.

Proposition for materials by Urban Saints to be purchased, (£240 pa), along with a mobile phone.

Proposed by Sue , seconded by Pattie

- **Social Committee** – Christmas Tree Festival all in hand – encourage people to sign up for various rotas.
- **Mission Committee** – received lots of letters on receipt of donations given by St Mary's.
- **CTBD** – open meeting 14th Nov. Claire spoke of an encouraging inter-denominational ministers' lunch held the previous week.

9 CARE AND PASTORAL

CWs awaiting a decision by someone to take on role of Pastoral Care Leader – decision not before Christmas.

10 ACCESS AND COMMUNICATIONS

John Henderson's report will be emailed out. Publicity for Christmas services is in hand.

11 RESOURCES AND BUILDINGS

- **Standing Committee Minutes** – matters arising:
PCC agreed to postpone Parish Away Day with Barry Dugmore in the light of new staff appointments being made.
Closure of East-the-Water cemetery was noted as a positive for St Mary's (as we no longer have the upkeep of it to maintain).
Car parking issue at the top of the Rectory is almost in hand with contract from solicitor coming.

- Safeguarding update from Peter.
Exeter Diocese are being assessed in the coming year to develop and improve the safeguarding arrangements.
New things coming out from diocesan training:
 - No need for communion or pastoral visitors to be DBS checked
 - Need to update our policy statement regarding safeguarding**Proposal to adopt** Safeguarding policy statement from Diocese – proposed by Sheila, seconded by Ben.
Peter was asked to ensure all details for St Mary’s are correct for online forms and statement. Pattie raised need for a ‘how to report’ display within church for people to understand process – will liaise with Peter.
Job descriptions for Volunteers – looked at pro forma already trialled by Maddy. Noted that each person should fill one in for whatever role they play within St Mary’s. The Diocesan template for Role Descriptions should be issued to all volunteers as well because this has the safeguarding aspect contained therein.
Thanks are expressed to Linda Fewings on behalf of the PCC for the huge amount of work she has put in as the DBS Verifier.

12 ANY OTHER BUSINESS

Frequency of PCC meetings was discussed, following concern raised by Moira and 6 month ‘settling in’ period. A variety of concerns and views were discussed. There was the feeling that PCC are not as informed as quickly as would be helpful especially following Standing Committee meetings, and so find it hard to make the decisions needed at PCC meetings.
It was proposed that we leave the meeting frequency and structure as it is at present, but with improved communication from the Standing Committee – fuller minutes on important issues, with minutes being sent out when prepared. Also, the need was stressed for reports to be sent out before PCC meetings in good time in order that materials can be read and processed properly. Proposed by Ellie, seconded by David.

PCC formally congratulated Maddy on her new appointment.

Rev’d Leigh Winsbury closed the meeting in prayer.

**The next PCC meeting will be on Monday 8th January 2018
At 7.25pm in St Mary’s House.**