

Minutes of St John's PCC Meeting Held at St Andrew's Church Hall, on Monday 13th June 2016

The following members were present:

1. Edward Armitstead, John Brookes, Eddie Brooks, Elizabeth Crawford, Rob Dean, Lin Hann, Jane Hiscock, Les Jackson, Jennifer Matthew, Keith Ovenden, Tom Putt, Jenny Salberg, Jo-Anne Smith, Mike Streatfeild, David Upton, Kath Upton. Chairman: James Dudley-Smith. Secretary: Janet Dean
2. **Apologies:** Jam Cary, David Maynard-Griffin, Helen Peace, Robert Warr
3. **Reading:** We read together Psalm 145, a psalm of praise, glorifying God, which we then discussed in small groups.

There was a pause for prayer.

4. **Minutes** of the PCC meeting held on 15th March were agreed and signed.
5. **Matters arising from the Minutes.**
 - a) Pew Bibles. James thanked all those who had contributed to the purchase of the new bibles, noting special thanks to Doug and Ann Johnson who had facilitated the purchase and taken the old bibles to Shepton Mallet.
 - b) The Gone Fishing Café is now in full swing each Thursday morning. It was commented that there is a 'good buzz' indicating a friendly and welcoming atmosphere with a good mix of people attending.

6. Finance Report

- John Brookes had circulated an interim report prior to the meeting. He noted that the church has received a further £2K in standing orders but this is insufficient to avoid a £12k deficit at year end.
- Income from all giving (loose plate collections, standing orders, and donations etc) is up by 2% compared with last year. This is below the level in the budget by about £5K for the 5 months. However the budget was on the basis that it would fully cover the cost of the Pastoral Care Coordinator.
- At the moment, if our current level of income continues, then it is likely that the full costs of the Pastoral Care Coordinator, £11,700, will be charged to the legacy.
- James had received a letter from Helen Peace indicating that she is concerned that the funding of her salary comes from Peter Wakely legacy fund. Pastoral Care is an aim within the terms of Peter Wakely's bequest but we all agreed that we should avoid using the money for her salary if possible. The use of the legacy is not at all intended to indicate lack of support for the Pastoral Care post and the PCC again expressed very firm support for it.
- A lengthy discussion followed before it was agreed that the church family should be made aware of the budget shortfall: we should be bold and appeal to them regularly, sharing with them the financial situation.

7. Away Day. It was pointed out that no decisions had been made but that good discussions had been had.

- Rob Dean has summarised the bullet points made after the discussions and these will be augmented in due course.
- As a result of the Away Day, James had distributed a draft document to the PCC with a suggested training schedule for 2017 for various roles within the church.
- Tom spoke about plans for a mini mission weekend in March 2017; he has a group helping to organise this.

- We all want to move forward and the Standing Committee can take this further with the possibility of a further Away Day in the autumn to produce a plan of action.

8. Fabric Report. Rob Dean reported the following:

- a) Audio Visual. The faculty notice has been on display in the church for 28 days and will be taken down after the required 30 days. The DAC Secretary will then be informed as part of the faculty process. John Beauchamp, the architect, has been notified and is to be invited to advise when holes are to be drilled and the speakers and screens, etc, are to be fitted.
- b) Light bulbs. The Fabric Committee meet on 9th July and it is intended that a contract will be placed at that time with electrical contractors, Creases. It is a dangerous job and will require a cherry picker to access the lights: all the bulbs will be replaced with low energy long-life lamps at a cost of about £1200.
- c) Stained Glass Windows. Three of the windows have small holes which will need to be repaired. A crime number has been obtained and Ecclesiastical Insurance have transferred £815 to the Treasurer to pay for repairs. There is a £250 excess on the policy.
- d) School Rooms. Repairs have been carried out to the windows and frames. With regard to the damp, the landlady was reluctant to go to professional building surveyors but has contacted and taken advice from a number of builders firms. It is recognised that the overflow currently splashes onto an air-conditioning unit on the side of the building, which then causes damp patches within. The current plan is for her to engage builders to remove the air-conditioning unit.

With regard to other internal work in the school rooms, Jennifer and her team are currently gathering quotes for general redecoration and the revamping of the kitchen.

- e) Aerial. A company called Net Coverage Solutions who work on behalf of Vodafone would like to place a mobile phone aerial on the church tower: this would give a potential annual income to the church of about £6K. Roger Fox has expressed an interest with 'Net' who will send an engineer to conduct an onsite feasibility study before coming back to the PCC on completion.
- f) Quinquennial. The next quinquennial survey is due in 2017. Rob asked if everyone is happy that the architect, John Beauchamp, be used again. This was agreed unanimously.

9. PCC Standing Committee

James had distributed the terms of reference for the Standing Committee before the meeting. Currently this consists of the Rector and churchwardens (James, Rob and Jennifer), plus licensed clergy (Tom Putt), and the Treasurer (John Brookes). This leaves two members of the PCC to be appointed to make up the necessary seven on the committee. Three people had put their names forward to fill these places: an election took place with the result that Keith Ovenden and Lin Hann were duly appointed.

10. Other Church Activities

- a) CAP.
 - Mike Streatfeild reported that referrals are coming in regularly with bookings into mid-July, and that Steve Hart and Mary Irwin are working well together. The Gone Fishing Café is a huge success and works well for CAP clients.
 - Steve reports that Radio Cabs are willing to help any client in need. They are sponsoring/helping a current family, who are on a repayment route.
 - Edward Armitstead advised that Steve Hart spoke at the Deanery Synod last week and gave tribute to the St John's church family for all they do for CAP.
 - Eddie Brooks pointed out that Steve and Mary sometimes have to deal with particularly difficult clients and asked if anyone would like to join the prayer team that supports them or become a befriender.
- b) Fellowship Groups
James reported that he plans to relaunch the groups in the autumn. He will be asking everyone to sign up, whether currently in a group or not, and express a desire to be in a group. He stressed that people will be given an opportunity to say that they would like to stay

in their current group if they so desire. He will also be looking for new leaders from within the church membership.

11. Safeguarding

- Jane Maclean is our Safeguarding Officer. It is becoming a matter of some urgency that DBS checks are carried out on a number of people who have volunteered to be helpers at this year's Holiday Club before it is too late. Tom Putt and Lin Hann offered to help Jane get matters moving in the short term by acting as assistant safeguarding officers; they are likely to be more regularly available on Sundays. In due course a more permanent assistant could be appointed.
- Rob Dean indicated that there are two types of safeguarding training: one for all licensed or appointed officers, LPAs, churchwardens, chalice bearers and PCC members, lasting one hour. Jane hopes to help PCC members with this in one of our Autumn meetings. And, because we are a special charity caring for children, there is a requirement for a three-hour course for people such as the bell tower captain and all children's supervisors.
- Keith Ovenden asked if we are registered with the Data Protection Agency (cost about £35) and we noted that this should be investigated.
- With regard to a policy statement, it was agreed we should adopt the Diocesan Safeguarding Policy and reaffirm that at the APCM.

12. Any Other Business

- a) Rob has recently carried out Terry Bush's annual review and notes that his terms of reference regarding promoting the use of the church and buildings need to be amended. Everyone present was happy that this be done.
- b) James has recently heard that the church is to benefit from a £1,000 bequest from Heather Cruddas' estate.
- c) It was reported from the Deanery and Diocesan Synods that 'Mission and Evangelism at the heart of all we do' is a phrase being much used in connection with a developing Diocesan Strategy.
- d) James was asked how we should treat homeless people who turn up at St John's. He advised that there is a link to Pathways with information, such as telephone numbers and other links, on how to help these people. He stressed that they should not be given money.

13. How Did We Do? Edward Armitstead suggested at the PCC Away Day that we might have a way of indicating how we believe the meeting has gone. It was agreed that a box might be placed at the bottom of the agenda which would enable James to know people's impressions.

It was also suggested that the agenda might in future include more detail in order for people to better prepare for the meeting.

14. Date of Next Meeting: 21st September 2016

There was a short time of prayer before the meeting closed at 9.20pm.