

Parish of St. Mary the Virgin, Ross-on-Wye  
Minutes of a meeting of the Parochial Church Council  
Wednesday 11<sup>th</sup> May 2016 at 7.30 p.m. in St. Mary's Hall

Present: The Rector,  
J Setchfield and  
J Cooper (Churchwardens),  
P Eward (vice-Chairman),  
K Vitale (Secretary),  
P Raddenbury (Treasurer),  
V Allen,  
K Richards,  
A Purvis,  
T Harding,  
A Morris, the  
Rev L Mathew,  
M Sanderson and  
P Reynolds.  
Cllr R Mayo for items 1-3.

**1. Opening Prayers**

The Rev L Mathew opened with prayers.

**2. Apologies**

D Glover,  
F Davies,  
the Rev N Adley and  
S Edwards.

**3. Town Council Report**

Cllr R Mayo informed the meeting of progress of works in the closed churchyard. Work has started on both sets of stone steps, the bins have been replaced, and the mowing contract is successfully in place. Talks are under way with electricians with regard to the spotlights in the churchyard. A tree against the wall between the churchyard and the Royal will be removed. All churchyards are a 'Dog on Lead' area (as is the Prospect), and new signage will be displayed. The wall between the churchyard and Church Street will be having some remedial work done.

M Sanderson asked if the large tree on the far side of the spire needs to be removed as it may cause root damage to the tower, and he believes there is a faculty to remove it. J Setchfield will check if there is a faculty, but as far as he is aware the faculty application was never put forward. J Setchfield has also asked the deputy Town Clerk about this tree. Cllr R Mayo said a formal discussion had not yet taken place at a council meeting, also suggested that we could plant new trees in the churchyard. The Rector notified him of a significant sized hole in the path from Old Maids Walk to the Church which he said that he will look at getting repaired.

**4. Declaration of any other business**

Flower Festival - V Allen

**5. Minutes of last meeting**

The minutes of the March 2016 meeting were read and agreed with a few minor changes.

Proposed: P Eward

Seconded: V Allen

2 Abstentions, due to absence from the March meeting.

**6. Matters Arising**

None

**7. Correspondence**

None

**8. Finance**

The Finance Group had met that morning and the accounts are currently looking quite healthy,

although the next quarter of Parish Share is due.

The Charity Commission website does not have our report on it, but they will not require a report for 12 months.

HMRC have sent a small credit for an overpayment.

A previous PCC resolution names G Francis, who is no longer on the PCC, as one of those authorised to sign the Lottery return to Herefordshire Council. P Eward suggested that G Francis would still be prepared to sign the return. P Reynolds was happy to be a signatory.

Proposed: P Reynolds replaces G Francis as signatory

Seconded: J Setchfield

I abstention, (P Reynolds)

## 9. Rector's Business

The Rector reminded the meeting of the new Parish Share offer system. The PCC needs to make a decision at this meeting as to how much we will give. Our Parish Share is currently £65,879, and the Rector suggested we increase it by 2.1% in line with inflation, which would make it £67,263. J Setchfield felt that this was reasonable and J Cooper agreed. P Raddenbury reminded the meeting that we have a deficit which will probably not be addressed this year.

The PCC generally felt that 2.1%, rounded up to £67,300 would be acceptable. If the financial position improves we can send an additional contribution if we are in a position to do so. This will be reviewed later in the year.

Proposed: J Cooper

Seconded: P Reynolds

Unanimous

Our organist, Laurence John, will be leaving us this summer. M Sanderson has drafted an advert to go in to the relevant publications. To advertise in the The Church Times for 1 week is £179.40, 2 weeks £358.80 and 'Until filled" £430.56.

P Reynolds asked if M Sanderson could contact the 3 local Cathedrals to see if they had anybody or knew of anybody who could potentially fill the role.

The Rev L Mathew suggested we put an advert in the Diocesan magazines in Gloucester and Monmouth, M Sanderson to find the costs for this and report to the Standing Committee.

This PCC authorises the Standing Committee to make the decision once M Sanderson has the costs for advertising in the Diocesan Magazines.

Proposed: The Rector

Unanimous

M Sanderson will also try local organist organisations and RSCM.

The PCC authorises M Sanderson to put an advert in the Church Times 'Until Filled" for £430.56 and also the RSCM for £41.

Proposed: M Sanderson

Seconded: P Raddenbury

Unanimous

P Raddenbury asked what the pay rate would be, The Rector replied that we would consider this when we get to the offer stage.

The Rector informed the meeting that we need to appoint a Standing Committee, which has previously consisted of the Rector, Treasurer, Churchwardens, Secretary and vice-Chairman. The Rector asked the PCC if they were happy to continue with these members forming the SC.

Proposed: The Rector

Unanimous

P Eward reminded the PCC that J Clark, Diocesan Secretary, will be retiring in June. He asked if we would be doing a collection for him, The Rector was not aware of one.

P Eward proposes Ross contribute £50 as a retirement gift.

Seconded: P Reynolds

Unanimous

## 11. Friends of St. Mary's

P Reynolds updated the meeting on the events planned. Hereford Police Choir are booked for July 2017. The Friends are hoping to get them to perform at the Open Gardens event next Summer, which he hopes to start planning in the winter.

## 12. St. Mary's Hall and St. Mary's Church Developments

J Setchfield informed the meeting that the final drawings had been done and sent to the DAC. 2

questions remain - what are we going to do with the current partition which is currently on the left as you enter through the front porch, and the font at the back of the Church.

The Rector said that we are not allowed to give the font away, J Setchfield suggested we put it in the South Porch, The Rector suggested that we seek advice from the Archdeacon. J Setchfield will contact him. The font was donated by a family in 1945. The Rector said we would need to attempt to contact the family to see if they wanted it back if we were to consider getting rid of it. A Purvis asked if an old copy of the Ross Gazette could be found as it may have details of the donors, and P Eward suggested that old PCC minute books, and the annual minutes of the APCM would almost certainly have details.

### **Church Hall**

K Richards distributed the architect's drawings for the PCCs reference.

The Basement - The St Mary's Street entrance will access the basement directly, giving access to the resited Community Larder. The plans also include an area for tables and chairs, a toilet, the food store and a private room for meetings and interviews.

Ground Floor - Among the requirements was a lift to the first floor, toilets near the main entrance and an upgraded kitchen area.

First Floor - Not a lot of alteration is planned, but a room will be lost to accommodate the lift, however the current larder room will become available.

K Richards notified the meeting that If these plans are approved at this PCC, he can then get budget quotes which will be broken down floor by floor for the PCC to consider.

A Morris asked if the width of the ramp to the front entrance would be a problem, K Richards replied that we would need permission to use some of the grassed area. The Archdeacon could advise if the incumbent can approve this, as the Churchyard belongs to the incumbent.

P Reynolds observed that having a lift with doors on either side would be more expensive, but potentially it is the only solution due to space restrictions. M Sanderson asked if the toilet and lift could swap on the ground floor, as it would then only need one door.

The Rev. L Mathew asked if two of the first floor offices could be opened up with a partition so that they could be used as a double sized room.

A quote has been obtained to have the current hall floor sanded and re-varnished, £2394. The hall floor will be replaced when the renovations are done, but this might take several years. The issue to be discussed is do we spend money now or wait until the floor is replaced.

The decision of the PCC is that we will not spend the money on having the floor done now.

K Richards hopes to have initial figures for the July PCC meeting. P Reynolds asked if we needed planning permission or a faculty, K Richards said we would need planning.

P Eward asked if when the costs are done could a price be given for both a complete lift installation and just the lift shaft, boarded up, so we could revisit it when more funds became available. K Richards confirmed that the architect would provide costs for both options.

A Morris asked how much we had to spend from legacies and restricted funds. The Treasurer will bring the figures to the next meeting. The Friends also have funds which they want to spend on the Church Hall renovations.

### **13. Deanery Synod**

A Morris had attended the meeting, at which there was a presentation from the Diocesan Community Links Officer who represents the Church with the local authority and voluntary sector.

### **14. AOB**

Flower Festival - flyers have been produced and an advert is going in the Reflections publication, the website is being updated to include information, and a phone interview has been booked with radio BBC Hereford & Worcester on 17th August. There will be a preview evening on 18th August, with an entrance price of £5. Sponsorship forms have gone out to local businesses and the Committee has tried to match flower display designs with the relevant shops in town. Raffle tickets will be printed soon, so they can start to be sold before the festival. An evening event will be held on 20th August. If the weather is fine it will be in the Rectory garden and in the hall if it is wet. M Sanderson has offered the choir to provide the music. The Phoenix singers have also been approached.

The stalls for the Saturday morning are still to be arranged. The Rector thanked the Flower Committee for all their hard work.  
P Reynolds has a contact at Heart FM Radio, whom he will ask if he can help with publicity.

The Rector will discuss the Benefice Away Day at the next PCC, and the Secretary will include this in the July agenda.

The meeting closed at 9.30.

DRAFT