

**The Parish of St Mary the Virgin, Ross-on-Wye**  
**Minutes of a meeting of the Parochial Church Council**  
**Wednesday 12th September 2018 at 7.30pm in St Mary's Hall**

Present: The Rector, J Setchfield and J Cooper (Churchwardens), K Vitale (Secretary), P Raddenbury (Treasurer), M Sanderson, B Jones, A Morris, K Richards, P Reynolds, A Remmington and Prebendary C Pascoe.

**1. Opening Prayers**

The Rector opened with prayer.

**2. Apologies**

Canon F Davies, the Rev Canon C Blanchard, the Rev S Tarlton, C Cattnach and P Eward

**3. Town Council Report**

No report

**4. Declaration of AOB**

Future meetings after the Rectors departure.

**5. Minutes of last meeting**

The minutes of the July 2018 meeting were read and agreed.

Their acceptance was proposed by J Cooper

Seconded: P Raddenbury

Carried Unanimously

**6. Matters Arising**

With reference to the trees overhanging into Church Close, the Rector has spoken to the homeowner, who is happy to contact the council direct.

There is still a dog mess problem in the Churchyard, the dog warden has been contacted.

**7. Correspondence**

K Vitale received an email from P Mason requesting that he and P Jenkins be re-appointed as Foundation Governors at Brampton Abbotts School.

Proposed: B Jones

Seconded: P Reynolds

Unanimous

**8. Rector's Business**

The Rector reminded the PCC of the importance of not having any unauthorized contacts stored on PCs, phones etc. due to new GDPR legislation. Nick has sent an email about this, can everybody please respond to him.

The Rector formally announced her leaving and said how much she has enjoyed working with this PCC.

The Diocese will come and talk to the parish and do a SWOT analysis to establish what we feel we need to take the Parish forward. The Rector has a profile of the Parish which was written for the Walford and BA recruitments.

The Diocese has already contacted J Cooper and a consultation date of 3<sup>rd</sup> November at 9.30 has been set. This is for all the residents of the Parish but most importantly for the PCC

members.

The Church Wardens will meet with the Archdeacon, a meeting has been arranged for 3<sup>rd</sup> October.

J Setchfield has booked a coach for the Rector's licensing in Cardiff on 18th October.

## **9. Finance**

The report has been reviewed by the Finance Group prior to the PCC meeting. P Raddenbury will advise the PCC should there be any matters that the Finance Group consider should be brought to the PCC's attention.

### **Current Position**

The Budget Report shows the latest position as at the end of August, showing a deficit of £18,544. With some additional expenditure that had not been anticipated when the budget was prepared last Autumn, a larger deficit is showing than had been budgeted for. The report has been reviewed prior to the PCC meeting, P Raddenbury will advise the PCC should there be any matters that the Finance Group consider should be brought to the PCC's attention.

### **VAT reclaim for Phase 1**

Discussion continued with DCMS to secure the refund of VAT from phase 1 of the reordering. The builders accepted that work on the disabled facility should have been zero rated and have made a refund. The DCMS made an incorrect calculation to the one P Raddenbury provided, a refund of £21,430.22 has now been received.

### **Donations button and Text Giving**

Confirmation is still awaited from HMRC to confirm they have added the additional signatories, no progress has yet been made.

### **Parish Giving Scheme**

Results have been fairly encouraging as reported in various Newsletters. Next steps are to put a display in church and also to speak to parishioners who have not yet signed up.

S Edwards is moving away and therefore leaving the Finance Group, P Raddenbury has asked P Mason to join, all PCC members were in support of this.

The deficit is due to spending on additional items mostly connected to the building work rather than income decreasing.

## **10. Safeguarding**

Can the PCC please remember to complete the online Safeguarding course, please contact the Rev S Tarlton if you cannot find the link.

## **11. Health and Safety**

A few repairs are being carried out, including the rope to the Bell Tower being moved to the opposite side of the stairs, this was at the request of the Bell Ringers.

## **12. Friends of St Mary's**

M Sanderson has volunteered to take on the position of Secretary.

The Organ concert by L John raised £1100.

C Bartrum's walk is going ahead.

The Friends have previously offered approx. £20k partly to fund the replacement of the PA system. They have offered to contribute to Phase 2 of St Mary's redevelopment, however they can only pay for items considered to be the fabric of the building.

The Town Council has tried to get funding for the external lighting of St Mary's but due to budget cuts they cannot afford it. The Friends have suggested to the Town Council that they could look to fundraise for the lighting and make a contribution. They are also looking at any grants that may be available.

P Reynolds thought about having a touring theatre or opera for the summer of 2019 when the reordering is complete.

### **13. St Mary's Hall and St Mary's Church Developments**

#### **Church**

Phase 2 faculty – the DAC have received the comments from the Victorian Society, who raised no specific issues.

J Setchfield proposed the following resolution:

This PCC fully supports the Phase 2 reordering project as specified by Richard Lamb of Hook Mason architects in May 2018.

Proposed: J Setchfield

Seconded: M Sanderson

Unanimous

Public consultation for Phase 2 has happened and no comments were received.

The Rector briefed the PCC with the proposed replacement of new sound system. A cheaper non-specialist system would not be adequate for St Mary's. A professional installation would be set up and engineered for different types of services, it would also be able to be used for professional travelling bands.

The Rector felt that 3 options are open to us:

1. Do nothing and just replace the hearing aid loop.
2. Have a good system which will not be suited to bands, this would be approx. £20k.
3. Install a full system with a mixing desk which would attract good bands, this would increase the cost by approx. £5k.

P Reynolds asked if sound engineers would have their own mixing desks, if so should we go with just having a cable they can plug their own equipment into.

The Rev C Pascoe felt that as part of Missionary outreach creative work, it could offer young people the opportunity to train as sound engineers.

J Cooper asked if we went with option 2, could we add the mixing desk at a later date.

The Rector suggested it may be worth trying to find a local sound engineer and asking their advice.

M Sanderson felt the system we have is adequate for our needs. J Setchfield also felt that the new system suggestion was in excess of our requirements.

M Sanderson stated that we do need a better way of playing music, other than organ music, ie. CDs for weddings, funerals etc.

Some older members of the congregation sometimes find it difficult to hear, but this maybe due to the hearing loop not working.

It was suggested that we all consider the options available to us and make a decision at the next PCC meeting. K Vitale to put on the November agenda.

A quote for the upgrade of the lighting has still not been received, it is in the architect's hands.

Phase 3, a meeting has taken place with the Architect. DAC are coming on 7<sup>th</sup> November to meet with the reordering team.

### **Hall**

The fire alarm has been checked, and as long as the larder and Addaction can hear it, it passes regulations.

M Mason has compiled a Conditions of Hire document

The max capacity for the hall is 60.

Our current Public Liability covers users.

B Jones has repaired the lighting in the hall.

We now have a music license.

The new loft ladder has not yet been installed, therefore this area will be blocked off until the installation is complete.

Addaction are aware that the rental fee has not increased since they have been hiring the offices. An increase is to be discussed at the November PCC meeting. Andrew Morris has the contract, this will need to be amended if the rent increases, they currently pay £625 per qtr.

Addaction are interested in the rooms currently used by the larder, although it would be ideal to have a full solution for the relocation of the larder, however the funds for this are not available. B Jones feels that the larder can be relocated downstairs for less than £1k. B Jones passed around his proposed budget for materials.

P Reynolds proposed £1500k maximum spend to move the larder to the basement.

Seconded: M Sanderson

Unanimous

A Youth Club initiative is being started, aiming at 11-16 year olds, this will be ran by Prebendary C Pascoe and C Cattanach but with some consultancy offered by Nathan, who will be funded by the Deanery. The plan is to meet once a month on a Friday. The Deanery is interested in us being a hub for other Deaneries to join us, we are looking to launch this before Christmas.

The heating bill issue has been resolved, Nick has chased the issue and it does appear to be due to the new heater booster, this has now been disabled.

J Cooper stated that the current larder room will require quite a lot of work before Addaction could move in.

The Rev S Tarlton will take on the role of Hall Committee Chair, this will potentially only be a short term thing.

### **14. Fundraising**

The Rector reminded the PCC that it is a weakness not to have a fundraising committee.

### **15. Deanery Synod**

There has not been a meeting since the July PCC.

### **16. AOB**

None

The meeting closed at 9.10 with prayers from C Pascoe.

M Sanderson thanked The Rector on behalf of the PCC for all her hard work and for her positive and encouraging chairing of the PCC. He felt that over Sarah's tenure the culture of the parish had changed and had become more good natured and constructive.