



MINUTES OF A MEETING OF THE PAROCHIAL CHURCH COUNCIL

held on **Wednesday 14th September 2022**
at 7.00pm in St Mary's Church

Present: Sean Semple (Chairman), Anne Morris, Gerald Altree, Janet Cooper, Paul Eward, Rachel Lewis, Paul Mason, Roy Milnes, Peter Reynolds, Mark Sanderson, Rosie Winyard, Tiffany Jackson, Melanie Mellor and Julian Hallett. Judith Wiggins was in attendance and left the meeting at 7.21pm

1. Opening prayers

Sean opened the meeting with prayer.

2. Closed Churchyard

There was nothing to report.

3. Apologies

Apologies were received and accepted from Freda Davies, John Setchfield, Bryan Jones, Paul Cummings and Caroline Pascoe.

4. Minutes of the last meeting

The minutes of 8th June 2022 were approved and signed by the Chairman.

5. Safeguarding

Judith Wiggins spoke to the meeting

i The PCC needs to adopt the Church of England Safeguarding Policy

Proposed: Paul Mason Seconded: Roy Milnes unanimous
It was resolved to adopt the Church of England Safeguarding Policy

ii Having approved the Parish Action Plan Level 1, we are now working towards Level 2.
All relevant activities authorised by the church must be listed in the plan.

Proposed: Mark Sanderson Seconded: Peter Reynolds unanimous
It was resolved to authorise following activities undertaken by the church: Toast & Toddle;
Leaf; Messy Church; Sunday Kids; Youth Choir; Bellringing; Home Communion.

iii Training

PCC Members should all have completed a minimum of the C0 training within the last three years. Members need to check and confirm the date of their certificate to Judith.

C0 and C1 training can be done online or at an in person session in St Mary's Church on 19th November at 10.30am. Details of training will be circulated to all members.

Those in a leadership role need to complete C1 by the next meeting (16th November) or undertake to do the training on 19th November in church.

6 PCC and the Charity Commission

to watch and discuss the Charity Commission video "Making Charity Finances".

The 5 minute guide referred to in the video can be found at

<https://www.gov.uk/guidance/managing-charity-finances>

7 Rector's Report

to receive a report from the Rector

Questions and concerns were raised over the lack of personnel able to carry out ministerial work. The diocese cannot pay for any more clergy and is unable to redistribute those currently working in the deanery in spite of five paid clergy looking after half the population while one looks after the remaining half as well as overseeing the deanery.

The curate's position is a training one and while we benefit enormously from Tiffany, once she leaves there is no guarantee that she will be replaced and even if she is, it will take time for a replacement to be able to do as much as she does for us now. Similarly, it is still uncertain as to whether Chris Blanchard can be replaced as the diocese will not fund a "house for duty" priest. With a Reader leaving the parish (Freda) it is even more important that we find and train new people to engage in Lay Ministry roles. Sean was asked what we could do to help. With the current safeguarding and recruitment rules, he explained that he and Judith were working on drawing up positions for lay people.

In spite of all this, Sean remained optimistic for our parish and is committed to serving us all. There has been growth in the parish which is a wonderful reflection of the hard work given by the leadership of the parish.

8 Finance Report

i to receive a report from the Treasurer and take any necessary action

Proposed: Roy Milnes Seconded: Paul Eward unanimous

It was resolved to transfer £10,000.00 from the (unrestricted) General Fund to the (designated) Fabric Fund.

Proposed: Roy Milnes Seconded: Mark Sanderson unanimous

It was resolved to add Paul Cummings as a signatory on the PCC Bank Accounts.

Proposed: Mark Sanderson Seconded: Peter Reynolds unanimous

It was resolved to add Louise Jarvis (Church Administrator) as a signatory on the Benefice Bank Account.

As Tim and Pauline Waters are moving away soon, someone is needed to take over the 100 Club and someone else to take the cash to the bank in Hereford every two weeks. Janet Cooper agreed to find out from Pauline what is involved in the 100 Club administration before she leaves.

Banking coins is a problem in Ross since the Nat West closed. Roy has investigated the possibility of opening an account at Lloyds and a free charity account is possible provided the turnover is limited. It would be possible to open an account for paying in cash and then transferring it to the Co-op bank. In the meantime, Peter Reynolds is able to do some banking in Hereford.

Proposed: Paul Mason Seconded: Peter Reynolds unanimous

It was resolved to open a charity bank account with Lloyds Bank in Ross-on-Wye.

ii to pass the two resolutions to enable eleven endowments to be closed.

Proposed: Roy Milnes Seconded: Mark Sanderson unanimous

It was resolved to enable two endowments of £300 each (Miss Smith and Miss Sadler) to be closed with the funds going to the General Fund and a further nine endowments, Mrs Hall £50,

Mrs Jones £25, FW Parry £90, Mrs Potts £50, A Tooth £100, Mrs Wright £25, WH Whitefoot £100, Miss Pritchard £163 also to be closed with the funds going to the Churchyard Maintenance Fund.

iii to note that all PCC members have been sent a letter regarding the forthcoming Giving Campaign, to receive an update on giving and to discuss and confirm the way forward. Only three members of the PCC had responded to Paul Eward following the letter which had been sent out, together with a draft of a letter to be sent to those already giving to the church. A letter to accompany this letter from Sean was read out. Two replies had been received expressing concern over the wording of the proposed letter to church members. Rosie Winyard was concerned about the possible reaction of those on low incomes who may not be able to afford to give more. Following debate, it was agreed to redraft the letter, with the new letter being circulated to PCC members who should reply to say whether they are in favour of it, are not in favour of it or wish to abstain as soon as possible. A majority vote will then be acted upon.

9 Inspiring Hope

to receive a report and action plan for the proposed Community Hub
The report was noted.

10 Inspiring Love

i to note Rosie's resignation from this role and to thank her for all she has done
Sean thanked Rosie for her work and especially the work on Eco Church which had resulted in the Silver Arocha Award.

ii to appoint Julian Hallett and Melanie Mellor as joint portfolio leaders

Proposed: Janet Cooper Seconded: Roy Milnes unanimous

It was resolved to appoint Julian Hallett and Melanie Mellor as joint portfolio leaders and co-opt them to the PCC.

11 Nomination of Foundation Governors

to nominate and approve a minimum of two Foundation Governors for Brampton Abbots C of E School

Proposed: Paul Mason Seconded: Mark Sanderson unanimous

It was resolved to appoint Eleanor Kercher and Roger Hanson as Foundation Governors of Brampton Abbots CofE Primary School.

12 Policies of the PCC

i to receive and adopt a draft Complaints Procedure from the Complaints Committee
Concerns from the PCC secretary regarding both the role of the secretary in the procedure and the methods of communication with complainants were expressed. It was agreed to look again at the policy and consider whether communication through the administrator might be possible.

ii to receive and adopt a draft Reserves Policy from the working party

Proposed: Roy Milnes Seconded: Paul Mason unanimous

It was resolved to adopt the draft Reserves Policy as circulated

iii to receive and adopt a draft Legacy Policy from the working party

Proposed: Paul Mason Seconded: Roy Milnes unanimous

It was resolved to adopt the draft Legacy Policy as circulated

12 St Mary's Church building and churchyard

- i to receive a progress report on the installation of the defibrillator and War Graves sign
There was no report as the churchwardens were unable to attend the meeting.
- ii to receive a progress report on streaming and video system and note that the new sound system is now in place and working.
It was generally agreed that streaming and video system needed a rethink and would be put on hold for the time being.

13 Social and Fund raising

- i to note that since the last meeting we have held a promise auction £5000, fete and flower festival, £3120 and h.Art £1256 (less than expected due to termination of the event three days early). Coffee mornings over the past 12 months have also raised £2000.
- ii The Harvest supper planned for 24th September is in doubt. Concern had been expressed as to whether we should go ahead - numbers are currently too low for it to be viable, but a final decision will be made on Sunday 18th.
- iii There are two money making events in October, a concert with split proceeds with Innsworth Military Wives Choir (Adrian is director) on 1st October and an evening of poetry and music with Brian Jackson on 8th October. Tickets for all events are available now.

14 Health & Safety

to receive a verbal report from the Health & Safety Officer and take any necessary action
There was nothing to report

15 Dates to note

The following dates were noted:
24th September, Harvest Supper
25th September, Harvest Festival with launch of giving campaign
30th October, County Civic Service (at which Mark will receive his BEM)
13th November, Remembrance Day

16 Date of next meeting

It was noted that the next meeting will take place on **Wednesday 16th November 2022** at 7.00pm with the following meetings on Wednesday 18th January and Wednesday 15th March (the third Wednesday instead of the second Wednesday of the month).

The meeting closed with the Grace at 9.12pm.



18/11/2022