



MINUTES OF A MEETING OF THE PAROCHIAL CHURCH COUNCIL

held on **Tuesday 21st June 2023**
at 7.00pm in St Mary's Hall

Present: Tiffany Jackson (Chairman), Anne Morris, Gerald Atree, Mike Donovan, Philip Dazeley, Bryan Jones, Julian Hallett, Mark Sanderson, Paul Eward, Rachel Lewis, Caroline Pascoe, Rosie Winyard and Roy Milnes.

1 **Opening prayers**

Tiffany opened the meeting with prayers and a bible reading from Psalm 50.

2 **Closed Churchyard**

Cllr Taylor was not in attendance.

3 **Apologies**

Apologies were received and accepted from Sean Semple, Janet Cooper, Paul Cummings, Freda Davies, Peter Reynolds and Melanie Mellor.

Proposed: Mark Sanderson Seconded: Roy Milnes unanimous

It was resolved to add two items under the heading St Mary's Churchyard (Item #14)

4 **New members**

Tiffany welcomed the new members and explained to everyone the ethics of our decision making at St Mary's. These are written at the top of every agenda. She also distributed a chart showing the five purposes of a PCC.

5 **Minutes of the last meeting**

The minutes of 21st March, 16th May and 21st May were approved and signed by the Chairman and the minutes of the APCM on 16th May were checked for validity (to be signed at the next APCM).

6 **Safeguarding**

to receive an update and take any necessary action on any safeguarding matter

Judith sent her apologies. The Action Plan had been circulated prior to the meeting.

Proposed: Tiffany Jackson Seconded: Bryan Jones unanimous

It was resolved to accept the Safeguarding Action Plan

There was nothing further to report since the extraordinary meeting.

New members need to complete their basic safeguarding training and some DBS checks need updating. This is in hand.

7 **Staffing**

- i to congratulate the Revd Tiffany Jackson on the successful completion of her curacy and her subsequent appointment to the Bartestree Cross Group of Parishes and note that the collation date is 7th November 2023.

Mark congratulated Tiffany on the completion of her curacy, expressed our sadness at her leaving but also our congratulations on her new post.

- ii to note that The Rev'd Canon Professor David Thomas has been granted Permission to Officiate as a retired priest in the Ross Benefice, and has begun his ministry in the benefice and the Very Rev'd Dr John Davies has been granted Permission to Officiate as a retired priest in the Ross Benefice, and will shortly begin his ministry in the benefice. This was noted. We welcome David and John with joy, and pray that their ministry among us is long and rewarding.
- iii to receive an update on the possibility of a house for duty priest at Walford
Caroline reported that we now have the go ahead to begin the process of taking on a House for Duty priest at Walford. It is hoped that the advert will go out in the autumn and someone appointed in the new year.

8 Standing Committee and other Officers

- i Proposed: Paul Eward Seconded: Anne Morris unanimous
It was resolved to appoint to the Standing committee, the Chairman, two Churchwardens, the Treasurer, the Secretary and Vice Chairman
- ii Proposed: Mark Sanderson Seconded: Bryan Jones unanimous
It was resolved to ratify the appointment of Judith Wiggins as Safeguarding Officer
- iii Proposed: Bryan Jones Seconded: Mark Sanderson unanimous
It was resolved to appoint Paul Eward as Gift Aid Officer
- iv to note that the Churchwardens will be attending a swearing in Visitation on the 4th July in Ledbury.
This was noted.

9 Youth Representative to the PCC

to accept a nomination from the Rector to appoint Tyron Parker as Youth Representative to the PCC for 2023/24. This role would have a slot at each PCC meeting after the Closed Churchyard item, for Tyron to share anything from the youth of the church to the PCC and vice versa.

Proposed: Mark Sanderson Seconded: Tiffany Jackson unanimous

It was resolved to accept a nomination from the Rector to appoint Tyron Parker as Youth Representative to the PCC for 2023/24.

10 Worship Leaders

to ratify a decision to support the nomination of Paul Cummings, Meryl Bedford, Andrew Chalmers and Janet Cooper as Local Worship Leaders

Proposed: Mark Sanderson Seconded: Paul Eward unanimous

It was resolved to ratify the decision to support the nomination of Paul Cummings, Meryl Bedford, Andrew Chalmers and Janet Cooper as Local Worship Leaders.

11 Life-link Chaplain

to receive an update on the bid to employ a Life-link chaplain

The draft bid had been circulated prior to the meeting. Caroline explained that the finance was beginning to materialise including crowd funding for "Project Angels" to donate to the costs. The website <https://rossparishes.uk/lifelink/> gives details of how this can be done. Members were asked to spread the word. There are other challenges ahead and prayer will take an important part of this process.

The bid needs to be submitted now (Stage1) and if it is accepted, we will need to confirm (or not) our bid in September (Stage 2) after which point we will be committed to the project.

Proposed: Caroline Pascoe Seconded: Roy Milnes unanimous
It was resolved to submit the Stage 1 bid for a Life-Link Chaplain to the Diocese.

12 Finance Report

i to receive a report from the Treasurer and take any necessary action
 The report was noted.

ii to agree to an increase in the Diocesan Common Share Offer for 2024 from £68,400 in 2023 to £74,640

Proposed: Roy Milnes Seconded: Rosie Winyard unanimous
It was resolved to increase the Diocesan Common Share Offer for 2024 from £68,400 in 2023 to £74,640

iii to ratify a decision by the Standing Committee to purchase a notice board to display church information in the town centre at a cost of £88.80

Proposed: Roy Milnes Seconded: Mark Sanderson unanimous
It was resolved to ratify a decision by the Standing Committee to purchase a notice board to display church information in the town centre at a cost of £88.80

13 Inspiring Portfolios

i **Inspiring Faith in Schools** - to note that following the resignation of Paul Mason from the PCC, there is no longer an Inspiring Faith in Schools Portfolio Lead, and until one is found, the Rector will lead this portfolio.
 This was noted.

ii **Inspiring Love** - to consider two items brought up by members of the congregation

a Fairtrade

For many years Margaret Mason has provided Tradecraft items (including the coffee used in church) for sale. Tradecraft has ceased trading and we no longer have direct access to fair trade goods. St Mary's is registered as a Fair-Trade Church and as such we should encourage church members and users of our premises to use fair trade products. As well as ensuring products we buy are ethical and fair prices are paid to the producer, we should consider food miles, sustainability and organic farming. As an Eco Church, we have access to guidance on these.

Proposed: Mark Sanderson Seconded: Bryan Jones unanimous
It was resolved to maintain the Fair-Trade status of St Mary's Church and broaden the range of activities included.

b Transport to services

i There had been a recent awareness that some regular members of our congregation were struggling to get to church. After some discussion it was concluded that we all need to be aware of people missing and encourage anyone having issues with getting to church to tell someone in order that we can connect neighbours and friends to help out when needed.

ii A suggestion that we install a bike rack was made. There are one or two who would cycle to church if there was somewhere safe to leave their bikes. This would also encourage sustainable transport.

Proposed: Rosie Winyard Seconded: Philip Dazeley unanimous
It was resolved to explore the possibility of providing bike racks and report back to the next meeting

14 St Mary's Church churchyard and building

- i to receive a progress report on the installation of the defibrillator
Bryan now has the defibrillator and it will be installed shortly.
- ii to note progress on the installation of a screen and projector in the church
Mark reported that the projector has been purchased with a grant from the National Lottery. A grant of £2,100 from the Benefactor Trust has been received towards the cost of the screen leaving a shortfall of £5,000. It was suggested that we crowdfund (via the website) half the short fall and ask the Friends if they would fund the remainder.
- iii to note repairs which are likely to be expensive are needed urgently on the churchyard /carpark wall
It was noted that there are several large holes and loose coping stones in the wall which runs along the carpark, which if left will result in collapse of the wall. Quotes are being obtained but it is likely to be very expensive to repair.
- iv to appoint working groups to look at the following two issues and report back to the next PCC
 - a putting in place a management plan for the churchyard
(to include Just Giving page on website for churchyard maintenance, increased publicity for churchyard angels, memorial and tree inspections, liaison with Eco Church)
Following comments on social media and a request from the Hereford Times for an article on "rewilding the churchyard" it was felt that we need to be clear about how we are managing the churchyard.

Proposed: Mark Sanderson Seconded: Bryan Jones unanimous

It was resolved to set up a working group (to include representation from Churchyard Angels and Eco Church) to draw up a management plan for the open churchyard and report back to the next meeting.

- b the closing of the "open churchyard" and handing over its maintenance to the local authority.
This will require obtaining a list of any outstanding Faculties granted for burials. Other documentation (held at the County Records Office) will also be required. There are various obstacles in the way, not least that the churchyard was illegally set up in 1855 and therefore does not exist! However, this needs to be pursued.

Proposed: Mark Sanderson Seconded: Paul Eward unanimous

It was resolved to set up a working group led by Mark Sanderson and Paul Eward to obtain information in order to close the open churchyard and report back to the next meeting.

15 St Mary's Hall

To receive a report from the Hall Committee.

Following concern of non payment of rent outlined in the original report, this has now been paid in full thanks to the efforts of Peter Reynolds and Lou.

16 Fundraising & Social Committee

- i. to note summer activities:
Safari Supper – 8th July – numbers are currently fairly low. Bookings are needed by 25th June
Walk and Lunch – date to be confirmed (August)
h.Art – September 2nd -10th
Come & Sing & Sup for Harvest – date to be confirmed
These were noted.

- ii to note catering arrangements for future church and fundraising events
The committee will take over the catering organisation from Colin using the same people as previously.

17 Health & Safety

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

18 Date of next Meeting

The next meeting is on Tuesday 19th September 2023 at 7pm in St Mary's Hall

The meeting closed with prayers at 8.45pm

 19/9/23