

**Parish of Deddington with Clifton and Hempton**

*Minutes of the PCC meeting held on Wednesday, 18<sup>th</sup> September 2019 at the Deddington Arms, Deddington*

**Present:**

Rev. Paula Smith (Chair)	Robert Best	Sally Best
Stephanie Dakin	Angela Everett(7.45pm)	Olivia Fenion
Iain Gillespie	Heather Nason	Sue McCouaig - Secretary
Rev. Annie Goldthorp arrived later At 8.45pm		

**Apologies:** Caroline Condon Meriel Flux Dave Hughes  
Rev. Annie Goldthorp coming later Les Chappell not at meeting

Item	Notes	Action
2.	<b>Opening Prayer and Dwelling in the Word (20 minutes)</b>	
	As of the last meeting, we are using the “Liturgy for a PCC Meeting” format for our meetings. The Bible reading used was Colossians 3 v 3-4 and 12-17	
3.	<b>Living Faith (40 minutes)</b> <span style="float: right;"><b>Vicar</b></span>	
	<p>We are continuing to use the suggested Agenda format, from the “PCC Tonight” sessions, but will be adapted, as necessary.</p> <p>Paula chaired the meeting, in the absence of Annie, who is attending a school Governor meeting.</p> <ul style="list-style-type: none"> <li>• <b>Statement of Purpose</b> – Annie had written a “Statement of Purpose” for the PCC, sent round by email. Sue read out some comments received. PCC members attending really liked the content, with the last paragraph being particularly encapsulating. The PCC agreed to adopt this Statement.</li> <li>• <b>Sub Committees</b> – Paula read through the confirmed names for various sub-committees, as follows:- <ul style="list-style-type: none"> <li><b>Standing Committee</b> – Annie, Iain, Meriel, Sue McC, Bob Best</li> <li><b>Charitable Giving</b> – Annie, Iain, Jane Green, Liz Dickinson</li> <li><b>Fabric</b> – Annie, Meriel, Iain, Dave Hughes, Andrew Green</li> <li><b>Info/Technology</b> – Olivia, Meriel, Fiona, David Rogers.</li> </ul> </li> </ul> <p><b>Other</b> sub-committees do not have confirmed named members as yet.</p> <p><b>Food waste</b> - Annie has set up a food waste delivery between Eagles and Polly (Polly’s Box- a local charity that provides meals to those in need) in Banbury.</p> <p><b>Knitted Angels and Sheep</b> for Christmas. Sally showed PCC those she had made so far. The Benefice Newsletter includes an article entitled “Calling all Crafters”, asking for help to knit or crochet sheep and/or angels. The angels are to give away at Christmas, and each angel would include a bible verse and be placed around the village, inviting people to take them away with them. The sheep are to stay in church to represent different tasks that are done in the parish.</p> <p><b>Hempton grassed area</b> – Tonight the Parish Council will be discussing a proposal presented by David Rogers regarding a possible small play area in the area around Hempton church. Paula read from a sheet, the proposal is the PC would lease the area, cover all costs, liabilities, and if the lease ends return the area to grass. This all being subject to planning permissions, faculties etc. Paula also read through the Brief, Lease, and Interested parties’ details. PCC discussed and said with the information they had it seemed a good idea but will need more information to go forward.</p>	

	<p><b>David Rogers</b> – Had written to Annie and everyone on the PCC, expressing his thanks for the support and generosity shown to the Parish Council and Stewards, after the theft of the Parish Council’s lawn mower and strimmers. This enabled them to cut the greens and help maintain the War Memorial Cemetery, by the loaning of our equipment. They have since replaced their stolen items.</p> <p><b>“Coffee and Connect”</b> – PCC still interested in this good idea, Paula asked if someone could take ownership of this, no one currently coming forward.</p> <p><b>Prayer cards</b> - Annie had copied out some prayer cards, which was discussed. A few amendments are required – Add the PCC year i.e. 2019/2020 and Dave Hughes’ name. Also, take out the wording “each month” to leave “as they meet”. Then to be laminated.</p> <p><b>Who’s who board</b> - Everything complete so far. Still awaiting remaining photographs.</p> <p><b>Mid week evening prayer</b> – It was agreed to go ahead with this at 6.30pm on Wednesday evenings, with a possible start date of Wednesday, 9<sup>th</sup> October. To be advertised in the newsletter. Olivia would put it on Facebook.</p> <p><b>Eat, Live, Pray</b> – starting this coming Sunday at Hempton 5pm, to take place once a month. Local families have expressed interest in this, it is hoped they will attend. Paula explained the format. The “service” would start with Worship, some songs, bible reading and short reflection/introduce topic for discussion. Then the session would move into the school room for some food of sandwiches and cake, with the hope that people would chat to each other whilst eating. Then move back to other room, and finish with prayer time and a song. Need to be prayerful about this.</p> <p><b>Discussion</b> about Evensong earlier and 4pm Saturday service, encouraging congregation to chose hymns. Any thoughts? Comments this may be something for the Worship sub-committee to discuss.</p> <p><b>Barford St Michael</b> have recently started up a bible study and prayer group.</p> <p><b>Green energy</b> – Iain spoke to a broker about green energy and found he had already renewed the current contract with SSE, which apparently has 21% of energy being green. Iain had written to ask if we can change to the full SSE green energy contract, but we are currently committed to the 4 year contract.</p> <p><b>Events coming up</b>  ECO Church event on 7<sup>th</sup> October 7.30pm-9pm at Sibford Church. Paula would attend, but asked if anyone else was intending to go.  Saturday 9<sup>th</sup> November – Diocesan Conference Common Vision – 8.45am – 12.30pm in Woodstock. Annie would be going and possibly Meriel. This event is intended for members of PCC.</p>	<p>Annie</p> <p>Meriel</p> <p>Olivia - Facebook</p>
4.	<b>Break (5 minutes)</b>	
	<p>Following the break, Olivia had remembered that, as a church and personally, we are trying to be as green as possible. Olivia had been sent a link from her sister, for the ECO Church Award – Gold, Silver and Bronze, and would look into this a bit further, bringing back her findings to the next PCC Meeting.</p>	<p>Olivia – 7/11/19</p>
5.	<b>Fabric (10 minutes)</b> <span style="float: right;"><b>Iain Gillespie</b></span>	
	<p>The <b>Roof alarm</b> will be fitted next Monday and Tuesday. It will be a Motion sensor system, that sets off a siren, if the alarm is activated. The alarm notifies a call centre. If it happens during the day, one of 3 named people would be informed to investigate. During the night, a “Night Guard” would attend site to investigate. Cost is just over £6,000. Oxford Historical Trust to give us £1,000 instead of half the cost as originally advised. Further monetary details under finance.</p> <p><b>Pathway</b> – Faculty, awaiting planning permission which should be here by Friday. Once received, a firm date would be arranged for the work to be done.</p>	<p>Iain</p>

	<p>Hopefully it will be finished by Remembrance Sunday. The pathway is to have a 4" concrete basis. Once laid, the pathway cannot be walked on for at least 24 hours. After a month, the final resin would be put on. Parish Council would pay £5,000, with Royal British Legion paying £3,613 and the PCC £2,370. Any additional cost would be due to an increase in the cost of concrete or resin.</p> <p><b>Toilet flooring</b> – Iain now has 4 quotes. At present, there is no money to do this work, and cannot go ahead unless the Parish Council can fund £1,500 of the cost.</p> <p>Work raised in the <b>Quinquennial</b> report could then be looked at. A large fund raiser event would need to be arranged for next year.</p>	
<b>6.</b>	<p><b>Finance (15 minutes)</b> <span style="float: right;"><b>Iain Gillespie</b></span></p>	
	<p>Iain briefly went through the Treasurers report, which gives a snapshot picture of balances in each fund. He expanded on a few items which are shown on the report.</p> <p>Cash flow is much easier now we have changed to the CAF bank and can make payments through BACS, which makes payment instantaneously. Will need a large fund raising event at the beginning of next year.</p>	
<b>7.</b>	<p><b>Deanery Synod Report (5 minutes)</b> <span style="float: right;"><b>Bob Best</b></span></p>	
	<p>Deanery Synod meets next Monday, but no agenda available, as yet, although there will be a Disability Adviser presentation.</p> <p>The Deanery are considering having a website, that all parish deaneries could use, but would require a commitment of £48 per year from each parish. The PCC agreed that they would be prepared to contribute £48 per year, if the scheme goes ahead.</p>	
<b>8.</b>	<p><b>Health and Safety (5 minutes)</b></p>	
	<p>Stan on holiday, but is unaware of any health and safety issues.</p>	
<b>9.</b>	<p><b>Dave Tomlinson event Saturday, 30<sup>th</sup> November (5 mins) - Steph Dakin</b></p>	
	<p>Annie arrived at 8.45pm.</p> <p>Dave Tomlinson, Writer and Church of England Priest, has been invited to come and speak, and would receive an honorarium payment. He has written several books. Steph is still to finalise the time and is putting together a flyer, so that the event can be advertised. It would also be placed on Facebook and the Deanery website.</p> <p>Annie has invited Dave and his wife to eat before the meeting, to which members of the PCC are invited. Annie to send a link to Steph. Refreshments would be required for the event, and glasses of wine would be sold.</p>	Steph – a.s.a.p.
<b>10.</b>	<p><b>Minutes of the last meeting – 15<sup>th</sup> July 2019</b></p>	
	<p>Annie signed the minutes of the last meeting as a true record.</p>	
<b>11</b>	<p><b>Matters arising</b></p>	
	<p><b>Terms of Reference for Sub-Committees</b> had been circulated by email.</p> <p><b>Item 13</b> –The projector had been cleaned and 9 years of grime removed from the lens, making the image much clearer to read.</p> <p><b>Books called “Jesus”</b> had been purchased and placed in the church porch. There are only 2 copies left of the 30 purchased. Would need to look into the cost of purchasing some more.</p>	Paula
<b>12.</b>	<p><b>Any other urgent business</b></p>	
	<ul style="list-style-type: none"> <li><b>Allocation of tasks presently carried out by the parish administrator</b> – Judy is retiring at the end of the year and it is hoped that volunteers would come forward to carry out these tasks. Fiona Gillespie would take over the weekly newsheet. Annie will take care of her own diary. Iain gave the PCC an idea of the jobs that Judy carries out and read out the role of the PA, which includes Church diary, taking and dealing with bookings for the church, sending out invoices (including for weddings), Performing Rights Society returns. Bookings</li> </ul>	

	<p>during the year generate funds of around £4,000 per year. Sue Addison used to work for Hugh White on an hourly basis. There is no reason why we shouldn't pay for someone to do some of it, but at present we are not thinking of making any monetary reward. PCC were asked to think about it and ask around. Iain would email the Job Description of the specific tasks required. Is it appropriate to put something in the newsletter and facebook page?</p> <ul style="list-style-type: none"> <li>• <b>Hempton Services – 1<sup>st</sup> and 3<sup>rd</sup> Sunday's in month at 9am.</b> Heather explained that Hempton church is struggling at the moment, and that it would make such a difference to those from Hempton that are there, if PCC members could occasionally support the services, particularly as the PCC represents both churches. Paula thanked Heather for raising this matter, which is very important.</li> <li>• <b>James Kennard, Director of Music</b>, has requested PCC permission to invite the Diocesan <b>Organ</b> Adviser to look at the organ, to confirm what, if anything, needs to be done to the organ. PCC gave their approval.</li> <li>• James is also quite keen to change the hymn books, to the latest Ancient and Modern hymn book. It was mentioned that this could be controversial and was discussed further, with various suggestions put forward, but no decision made.</li> </ul>	Iain
<b>13.</b>	<b>Date of next PCC meeting (s)</b>	
	<ul style="list-style-type: none"> <li>• Thursday, 7<sup>th</sup> November 2019</li> <li>• Monday, 13<sup>th</sup> January 2020 and Thursday, 19<sup>th</sup> March 2020.</li> <li>• APCM date – still to be arranged.</li> </ul>	
<b>16.</b>	<b>Closing Prayer</b>	
	<p>The meeting closed with the concluding prayer and finished at 9.20pm.</p> <p>Monday, 16<sup>th</sup> December 7pm – PCC invited to Vicarage.</p>	