**Parish of Deddington with Clifton and Hempton**

*Minutes of the ZOOM PCC meeting held on 8th March 2021 at 7.00pm*

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| **Present:** | |  |  | |
| Rev. Annie Goldthorp | | Caroline Condon | Angela Faint | |
| Meriel Flux | | Iain Gillespie | Heather Nason | |
| Stan Nelson | | Sue McCouaig - Secretary | Jane Maharry – First part of meeting | |
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| **Apologies:** Stephanie Dakin | | Olivia Fenion | Hillarie Gogoi has stepped down | |
| **Item** | **Notes** | | | **Action** |
| **1.** | **Opening Prayer** | | |  |
|  | Annie opened the meeting in prayer. | | |  |
| **2.** | **Safeguarding – Jane Maharry** | | |  |
|  | Jane was welcomed to the meeting. Relevant Safeguarding documents had been distributed by email earlier today. Jane went through the ‘**Promoting a Safer Church’ Action Plan**, picking up sections that needed changing.  A draft copy of the ‘**Parish Policy on Recruitment of Ex-Offenders**’ had been distributed, which was taken from the standard Oxford Diocesan policy and adapted under item 2 to include our church. The PCC adopted and approved this policy. The relevant section of the action plan changed from amber to green.  Under ‘**Parish Safeguarding Officer**’ Meriel agreed to become the deputy Safeguarding Officer, to cover in the absence of Jane Maharry.  Churchwardens had carried out relevant Safeguarding training and all other PCC members have completed the Basic Awareness Safeguarding training. Action plan changed from amber to green.  **Safeguarding to be a standard item on every PCC agenda**. Jane would be invited, at least quarterly, to the meetings. (Heather Nason joined the meeting)  Annie would now **update the Action Plan**, as necessary, and forward to Jane Maharry to return to the Diocese.  **Hire of Church to outside parties** – There was a lengthy discussion as to the way forward. It was agreed that the church could be hired out, on a similar basis, as to that discussed at our PCC meeting on 8th September 2020 following the first COVID lockdown. If the government roadmap goes to plan, we could open up in a more limited way for rehearsals etc, **after 12th April,** in line with Church of England guidelines, on condition that we see a Risk Assessment from the hirer first. Kitchen facilities would not be available. Toilets would be available, but only for use in an emergency situation. The hirer would need to commit to thoroughly cleaning the areas and chairs used during the hire period, in line with government Covid guidelines and trust that this was done. Chairs would need to be put back in place. For other events, including concerts, these should not recommence until after the final restrictions are lifted, currently **after 21st June**. There are already items in the diary for events later in the year.  Iain confirmed that we had been charging the same prices for a considerable number of years now. Currently, £150 is charged for a concert, to include the use of chairs, tables, staging, lighting, audio systems, toilets etc. After further detailed costs from Iain, it was agreed to put up the basic hire charge to £160. Iain will email a copy of the booking form to PCC members. Jane advised that it would be advisable to send out a separate note to hirers, with the booking form, concerning the hirers’ additional COVID responsibilities.  Thanks were recorded to Jane for joining the meeting and for her input. | | | **Sue** – add as agenda item  **Annie** |
| **3.** | **Living Faith Vicar** | | |  |
|  | **Worship** has been tricky and a bit of a struggle in some ways. Following a discussion concerning the reopening of church for services, the PCC agreed that our Mothering Sunday service should be online only. The PCC agreed to a gradual reopening of the church, starting with Passion Sunday, and Palm Sunday, with Easter Day being a ticketed service.  Stan suggested that we could do a family celebration at the end of lockdown.  **Easing of lockdown** – Over the last couple of weeks we have gradually reintroduced the Wednesday morning communion service, which is going well. However, COVID safety restrictions are paramount! Yesterday, saw the commencement of the first stage of the government roadmap easing, with an opportunity for people to meet socially, with another person outside. We need to tackle head on, the possible effects of the pandemic in this village. People don’t like to admit that they are struggling.  **Food bank** – We are up and running as a referral agency and have emergency food parcels available in church, although it doesn’t seem to be widely known yet. Annie had already been in contact with the school, for information to go out to parents. Caroline would design some posters and Stan would put them up around the village, to hopefully include the Medical Centre and Windmill centre. Details were also in the March Deddington News.  **Food waste** – Food beyond its sell buy date! Annie has been running this for 4 weeks. Most of the food goes, but it is hard work. Again, this needs to be publicised somehow. The stall in church will now run on Tuesdays and Thursday, between 5.30pm and 6.30pm. Meriel agreed to help Annie on Tuesdays and Stan or Lesley on Thursdays. Stan raised concerns about Annie or another in church on their own. He felt there should be 2 people there all the time.  **CAP Money** – Olivia, Sue and Annie took part in the online CAP Money coach training, which was very good and worthwhile. Olivia offered to talk to the church, the week after Easter on 11th April, about why we should be running the Christians Against Poverty Money course. Particularly with COVID, many people have lost jobs, and are struggling financially and money and budgeting is something that many have never experienced before. A CAP speaker would be invited to come and talk to the congregation too. It is important to get the PCC and the church on board with this, as we need to PRAY. It is hoped to run our first course in late June. | | | Caroline and Stan |
| **4.** | **Fabric Iain Gillespie** | | |  |
|  | **Church Interior Lighting** – The Churchwardens propose to have the PAR38 incandescent floodlights in the church replaced by LED lights. This would comply with the Church of England’s aim to make our buildings “greener”. The replacement would be carried out by DH Electrical at a cost of £3,758. The DAC’s advice would be sought before DH Electrical was asked to carry out the work. The PCC agreed to this proposal.  **South Porch Roof** – The Stonesfield tiling on the south porch roof is in poor condition and in need of repair. Mr George Gibbs, who has repaired it in the past, has examined the roof and told us that a repair to the loose slates would only have a temporary effect and that the whole roof needs to be rebuilt as some of the supporting woodwork is rotten. This would involve obtaining some replacement Stonesfield tiles, which can cost as much as £5 each. The Holly Tree Club has recently had its tiled roof replaced with Welsh slate and we have bought 200 of the removed Stonesfield tiles, at a cost of £500; this cost has been covered by a donation. The tiles are now stored in the church crypt. Mr Gibbs estimates that the rebuild would cost between £10,000 and £12,000. Again, the DAC will be consulted as this project may require at least the Archdeacon’s approval, if not a faculty. The wardens propose to go ahead with this, but this cost and that of the lighting will exceed the amount in the Fabric Fund by about £6,500. The PCC agreed that the rebuild should be carried out provided that this money could be raised by fund raising and applying for grants.  Annie asked Iain to pen something out for the website, under the fund raising button, specifically concerning **fund raising** for the **South Porch Roof**.  We have already received £400 in donations towards the replacement of the **altar cloth.** Jenny and Judy are going to fund raise for the rest. | | | Iain |
| **5.** | **Finance Iain Gillespie** | | |  |
|  | 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. Unpresented cheques should say £60 with £85 in brackets.  The Christmas Lunch Fund and the Food Bank Fund are grants.  For information, Annie confirmed that an **Easter Lunch** would be arranged, on the same basis as was done at Christmas, as many Covid restrictions would not have been lifted by then.  Iain confirmed that at present, we would continue to pay our full Diocesan share each month. | | |  |
| **6.** | **Deanery Synod Report Caroline Condon** | | |  |
|  | Nothing to report, no meeting had taken place. | | |  |
| **7.** | **Health and Safety Report Stan Nelson** | | |  |
|  | Nothing to report. | | |  |
| **8.** | **Articles of Enquiry & Safeguarding form update** | | |  |
|  | This had been covered by Jane Maharry, under Safeguarding. | | |  |
| **9.** | **Hire of the Church to outside parties** | | |  |
|  | Also covered under item 2, Safeguarding. | | |  |
| **10.** | **Hempton Church Roof** | | |  |
|  | When the Quinquennial inspection report was received in late January, early February, it was evident that David Arnold, the architect, had not actually inspected the roof, as he did not have a ladder. He will come back and borrow a ladder to carry out an actual roof inspection to fully complete the report. | | |  |
| **11.** | **Deddington Church Organ** | | |  |
|  | The organ is not in a great state and needs a considerable amount of money spent on it. Fix it, or rebuilding job? Although there are some funds, there is not as much as we would need for a full repair. James Kennard to be invited to the next PCC meeting. Another item for the fund raising team to look at. | | | Invite **James** to next meeting |
| **12.** | **Fund Raising Options Olivia, Meriel, Stan** | | |  |
|  | Meriel has looked through the Ecclesiastical fund raising ideas box and can see some way forward, and expanded on a number of useful ways for the fundraising. We need to be clear about larger and smaller fund raising projects. Annie confirmed that there is a Diocesan Development Fund that could be investigated re: funding/grants which might apply. Their next meeting is at the end of April.  The fund raising team to formulate a plan of the way forward.  We will need to raise a considerable amount to cope with the Hempton roof, the south porch roof at Deddington and the organ. Iain to put something more specific about what we are fundraising for on our website. | | |  |
| **13.** | **Mission Action Plan update Caroline, Olivia, Annie** | | |  |
|  | This has not moved forward. Caroline, Olivia and Annie to have a zoom call to discuss. | | |  |
| **14.** | **Minutes of previous meetings dated 11th January and 9th February 2021** | | |  |
|  | Annie would sign the minutes of the above meetings as true records, and let Sue have a copy of each. | | |  |
| **15.** | **Matters arising** | | |  |
|  | **Archie** – the soldier in church has been moved, and now stands amongst the crosses.  **GDPR** – the contact details under point 12 have been updated following the January PCC meeting and a copy sent to David Rogers to update the website. | | |  |
| **16.** | **Any other business** | | |  |
|  | None | | |  |
| **17.** | **Date of next PCC meeting to be agreed** | | |  |
|  | * **PCC Meeting** – Monday, 10th May 2021 at 7.00pm * **APCM meeting** – Sunday, 27th June 2021 after the morning service. | | |  |
| **18.** | **Closing Prayer** | | |  |
|  | The meeting closed with the Grace and finished at 8.35pm | | |  |