**Parish of Deddington with Clifton and Hempton**

*Minutes of the PCC meeting held on Wednesday, 15th September 2021 at the Deddington Arms, Deddington*

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| **Present:** | |  |  | |
| Rev. Annie Goldthorp | | Sarah Banes | Olivia Fenion | |
| Meriel Flux | | Iain Gillespie | Heather Nason | |
| Sue McCouaig - Secretary | |  |  | |
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| **Apologies:** Caroline Condon | | Stan Nelson | Angela Faint - unwell | |
| **Item** | **Notes** | | | **Action** |
| **1.** | **Opening Worship and Prayer** | | |  |
|  | Annie welcomed Sarah Banes to her first PCC meeting and also thanked Olivia for being elected again for a further 3 years. The meeting was opened using the Preparation and Confession from the Liturgy for a PCC meeting. | | |  |
| **2.** | **Living Faith Vicar** | | |  |
|  | **Worship** - The PCC are happy with the current structure of services, which continues to be “streamed” for our “online” congregation. The 1st Sunday each month is now a Communion Service, with the new style family service at 3pm on that Sunday. The **Family Service** is a short service, well attended, has live music and is great fun, but we desperately need more help to run it. Annie and Sally Barber will run the October service. (Meriel, Fiona and Sue make up the rest of the team). Eventually Annie would like to step down from the Family Service, to enable a 2nd service to be held each month at **Hempton church.** **Help** is also desperately needed in many areas of church life.  **Food bank** – Annie is still unable to make contact with Sarah Williams to arrange the necessary training, despite several emails.  **Food Waste** – Is going very well, with a regular group of people coming, and is reducing “food waste”.  **CAP Money course** – the first course was really successful, which 9 people attended. There were many sensible questions asked in the non-threatening environment and it was felt that everyone attending gained something from the course. Some hadn’t looked at their finances in detail before. It was suggested that a course targeting younger people would be worthwhile, having a different focus aimed specifically to them, enabling good money conversations. A date for the next course to be agreed.  **Marriage** course to be planned for late October/early November as one whole day, with a possible zoom catch up afterwards. Olivia would suggest a possible date.  **Church Mission Action Plan update** – No progress.  Annie had received an email from the **Commonwealth War Grave Commission**, suggesting that they would like to put up signage in graveyards where there are Commonwealth graves, to increase awareness across the country of these graves. We have 6 of these in the bottom churchyard. The signs would be paid for, maintained and installed by the Commission on a permanent basis. Some sort of faculty would be required. A PCC resolution was made to erect this signage and it was agreed by the PCC.  **Church graveyard** – Annie suggested that some signage is erected in the churchyard, with appropriate wording such as “Please keep your dog on a lead” or “Please pick up after your dog”. Iain is in touch with a signage company, which are researching what signs are possible, and will suggest suitable/appropriate wording. Dog mess is a “known” problem in the village. A PCC resolution was made to erect this signage and it was agreed by the PCC.  It has been suggested that the church fix a **small plaque** on the bench (near the Co-op) **where John Osborough** used to sit. Permission would need to be agreed by the Parish Council.  **Tower Lights** – Neil Skinner, for “advent” would swop the current “white & blue” lights that were erected during Covid (NHS), for Christmas “red & green” lights. A decision needs to be made as to what action should take place after the “advent” season. Following a discussion it was agreed that as 2022 is the “Queen’s Jubilee” that the lights should remain, with “red, white & blue” bulbs fitted, if possible, otherwise continue with the “white & blue” lights.  Albert Humpherys asked if Members of the **British Legion, Deddington** **Branch** could play Bingo in Church, on a regular basis. After a short discussion it was agreed that more information is required before a decision is made and Annie would look into this.  **Post Covid (Kitchen)** – Following covid, and the necessity to keep things clean, it is suggested that the kitchen fridge is replaced with a dishwasher, as we now have a large fridge in the “living room”. A small table-top fridge could be placed on a kitchen surface, when necessary. Sarah Banes would do some research for a 600mm dishwasher, to see what options are available.  **Bea Maloney** has suggested that we have, in church, small gifts that could be purchased with an “honesty” box. Annie handed out a sheet with suggestions, which was passed round. This will be revisited at the next meeting.  **Squiggles and Wiggles** has been relaunched, but most toys are old and tatty. Olivia uses Banbury Facebook market place for anything child related. Annie requested a budget of £50 to purchase some new toys, and this was agreed. | | | Olivia/  Annie  Olivia  Iain  Annie  Sarah |
| **3.** | **Fabric (10 minutes) Iain Gillespie** | | |  |
|  | **Church interior Lighting** – Iain has spoken to Neil Skinner who has promised to get on with this soon.  **South Porch roof** – No proper quote has been received as yet, but there is currently no money to carry out this work.  **Hempton Church roof update** – No update. | | |  |
| **4.** | **Finance (15 minutes) Iain Gillespie** | | |  |
|  | Iain briefly went through the Treasurers report, which gives a snapshot picture of balances in each fund, as at the end of last month. He expanded on a few items which are shown on the report. Our finances are quite good, but we still owe £15,000 of our diocesan share from last year. | | |  |
| **5.** | **Confirm PCC Membership and Sub-Committees (10 minutes)** | | |  |
|  | Annie would rerun another PCC Tonight course. PCC Membership and Sub-Committees would be revisited.  Names of those on committees would remain the same as for 2020, apart from the addition of Sarah Banes to the kitchen committee.  It would be useful for the Fabric committee to meet at least twice a year.  I&T committee had held several meetings. Some positive changes could be made. For the description of committees list, a “form of words” would be written by the I&T to insert into the document.  Worship Committee hadn’t met, although Annie and James email a lot. For the most part, this is the best way forward, although the committee would remain in case there is a need.  Kitchen and Social Committee – these 2 committees were combined last year, although **more help** is required. Bryony and Diana are not on this committee but they help out. This year there is no Christmas Craft Fayre or Harvest Supper taking place. Hospitality used to be our thing, and it would be good to get back to this. The committee to meet to discuss “what the social committee’s purpose is?”  **Sarah** to join this committee.  Deddington Church PCC “Who’s Who” to be updated to include Sarah and three other clergy.  **Form for people to offer help in church** – Caroline has devised a form, on which people could offer their help to serve refreshments or bake a cake occasionally (hospitality). After a discussion, it was felt that the best approach would be to ask people individually with the form, and encourage them to sign up. Some amendments to be made to the form to also include under refreshments, another column for after church services. Also, it was later discussed that there are many areas of “church life” that require some help, and consider one form to include these other areas as well.  **Good quality coffee** has now been purchased and used in church. | | | Annie  Fabric C  I&T C  Meriel |
| **6.** | **Deanery Synod Report (5 minutes) Caroline Condon** | | |  |
|  | Annie attended the recent Deanery Synod meeting, and reported as follows:- Deanery parish share of 85% was paid in 2020 with an aim to pay 100% this year. Hopefully this should be achievable for our deanery for 2021. Chris Hurst is the treasurer.  Deddington Deanery Members are holding a one-day “taster” type course entitled “Living in Love and Faith” on Saturday, 16th October 2021, which is open to all. It gives an opportunity to engage and hear about changing understandings of human identity, changing patterns in relationships and families and changing sexual attitudes. Fliers were available to take away. Bishop Steven wishes to visit all deaneries again, to which PCC’s and congregations will be invited. Likely to be in February next year.  Banbury chaplaincy are looking for more volunteers, to act as “Street Pastors. There is a zoom meeting at 7.30pm on 5th October. Please email Annie if you would like the link to attend, or you are interested in finding out more about “Street Pastors”.  The funeral of Sue Burchell (Vicar of St Leonard’s, Banbury) takes place on 28th September at 1pm. | | | \*\* |
| **7.** | **Health and Safety report (5 minutes) Stan Nelson** | | |  |
|  | Stan was unable to attend the meeting, but forwarded a copy of his report to PCC members. Iain responded by email to the PCC concerning the report.  1) The accident in church was reported incorrectly. The actual accident involved a person standing close to a pillar in the St. Thomas’ Chapel and stepping backwards, tripped over the corner of the base of the pillar, landing on their back. A visit to A&E confirmed a distal fracture.  2)A discussion took place concerning the kitchen incident, whereby a cooker ring became active when the isolation switch was turned on. Iain felt that as there is a separate cooker circuit switch, that this shouldn’t have happened. Iain would investigate this, and discuss with the electrician, as appropriate and report back. Any appropriate signage would be sorted out, if required. | | | Iain |
| **8.** | **Safeguarding** | | |  |
|  | No issues. Jane Maharry to be invited to attend the next meeting. Sarah Banes will arrange to complete the online Safeguarding training. | | | Sue  Sarah |
| **9.** | **Social Committee** | | |  |
|  | **Form offering help with refreshments etc.** Discussed under item 5 above.  **Kitchen** – Discussed under item 2 above, under sub-heading **Post-Covid** | | |  |
| **10.** | **Coloured lighting on top of Church Tower (5 minutes) Annie** | | |  |
|  | Discussed under item 2 above, under sub-heading **Tower Lights** | | |  |
| **11.** | **Communion Annie** | | |  |
|  | There was a discussion as to whether adults and/or children who are regular churchgoers and have received some sort of Communion preparation – do we allow them to take Communion? Annie would obtain a copy of the Barford policy. It would be beneficial for us to have an appropriate policy in place, which the PCC agree. Therefore, this will be discussed again at a future meeting.  Because of Covid19, it became necessary for Holy Communion to be administered in one kind (bread) only, to communicants. After discussing the way forward, the general feeling was to remain with the present arrangement for the time being and talk with others informally, to get an idea of the next step(s) to reintroducing the wine by “cup/chalice”.  “The Peace” would remain in its current format. | | |  |
| **12.** | **Fund Raising (5 minutes) Meriel, Stan & Olivia** | | |  |
|  | No progress at present. David Rogers had lent a book to Annie, listing places where grants might be obtained from. Using the book, Olivia would produce a spreadsheet and Annie would seek some advice from David Peacock. The Fund Raising Committee would meet to discuss the way forward. | | |  |
| **13.** | **Sustainability Survey – ECO Church update Meriel** | | |  |
|  | No progress has been made. Meriel to phone the Diocese to obtain a contact name and telephone number in order to obtain help in completing the Sustainability Survey, which needs to be done as a matter of some urgency. | | | Meriel |
| **14.** | **Minutes of the last meeting – 10th May 2021** | | |  |
|  | Annie signed the minutes of the above meeting as a true record. | | |  |
| **15.** | **Matters arising** | | |  |
|  | Item 2 – Organs. This has currently come to a stand still.  Iain had sent the Year End Accounts to 31st December 2020 to the Diocese and the Charities Commission.  A very polite email had been received from David Rogers (Chairman of Deddington Parish Council) and the Clerk about the Asset of Community Value application. | | |  |
| **16.** | **Any other urgent business (5 minutes)** | | |  |
|  | Volunteers are required to take on some of the tasks that have devolved to Iain over the years, such as stewarding events, verger for weddings & funerals, and also a rota of people to operate the PowerPoint at services, which Annie is keen to continue. As discussed under item 2 above, a “**Offer of Help” form** could be devised to include these tasks as well as those discussed earlier in the meeting.  There is an ongoing conversation between the Deddington Charity Estates, Deddington Parish Council and the Holly Tree Club about the bins in the Market Place at the Town Hall. These bins are used by the Village Stewards, Farmers Market and everyone else, although nobody wants to house them. It appears that they have come up with the suggestion of placing these bins in between the church yards. The PCC fully discussed this item and a resolution was made to **reject** the suggestion, as mentioned above, which the PCC were all in agreement about. | | |  |
| **17.** | **Date of next PCC meeting (s)** | | |  |
|  | * Wednesday, 10th November 2021 at 7.30pm – Deddington Arms | | |  |
| **18.** | **Closing Prayer** | | |  |
|  | The Liturgy for a PCC meeting concluding prayers were used to close the meeting, which finished at. 9.15pm. | | |  |