

The Parochial Church Council of the Parish of Marcham with Garford

Minutes of the PCC meeting held on Wednesday 27 January 2021 via Zoom

Present

Mark Newman (MN) Neil Rowe (NR) Ruth Atkins (RA) Tamsin Gilbert (TG) – Chair for the meeting Chrystal Poon (CP) Caroline Manders (CM) Kevin Mentzel (KM) Charles Gaisford (CG)	Pamela Carter Moore (PCM) Barney Stevens (BS) Ann Southwell (AS) Chris Nutman (CN) Danni Grady (DG) Bryan Eccles (BE) Carolyn Whiting (CW)
Item	Action
1. Welcome and prayer KM opened the meeting with a reading from Psalm 121 and led in prayer. Apologies were noted from: Tim Jack, Cathie Little, Alicia Davies and Jill Rowe as she is on her sabbatical.	
2. Declarations of Interest There were no declarations of interest.	
3. Approval of minutes from last meeting The minutes of the Parochial Church Council meeting held on 25.11.20 were approved as an accurate record.	
4. Finance - BE 4.1 <u>CCLA bank account changes</u> : 'It is proposed that the Trustees and Signatories for the CCLA bank account will be as follows: Bryan Eccles - Trustee and Signatory Tamsin Gilbert - Trustee and Signatory Chris Nutman – Signatory Cathie Little - Signatory (two of the four signatures are needed at a time) Further proposed that the correspondence address for the CCLA account be the Church Office address, as follows: All Saints Church Church St Marcham Oxfordshire OX13 6ND and that these changes will take effect immediately.'	

	<p>The changes in signatories was approved.</p> <p>4.2 BE would like to propose <u>moving some money into the CCLA account</u>. Currently there is £20,000 in it and BE proposed moving £30,000 to make it up to £50,000.</p> <p>This was approved.</p> <p>4.3 <u>CAP money coaching course</u> – the Church Wardens would like to propose that the PCC pays for BE and RA to participate in the CAP money coaching course so that they can run the CAP money course locally. The cost for each delegate is £15.</p> <p>This was approved.</p> <p>4.4 <u>Finance sub-group meeting</u>. <u>Action:</u> Please read the summary which was sent out and contact one of the group if you wish to chat through any thoughts. (NR, BE, PCM and TJ).</p>	All
5.	<p>Fabric – TG</p> <p>5.1 <u>Driveway</u> – due to our budgetary constraints, there are not the finances to help the Parish Council (PC) with doing this job and the PC have not been able to find sufficient funds to do it themselves.</p> <p>5.2 <u>Faculty for the removal of pews</u> – in progress</p> <p>5.3 <u>AV equipment</u> – new equipment has been purchased and is being installed.</p> <p>5.4 <u>New lighting</u> has been purchased but installation postponed until more COVID-19 safe to do. Aiming for February half term.</p> <p>5.5 <u>Shed</u> – the Rowe’s shed is being installed in the corner of the churchyard to replace an old one that fell apart. Some hardcore is being be put down to create a stable base.</p> <p>5.6 <u>Following the insurance review</u>, we must have a lightning conductor test done. Quotes are £180 + VAT, £130 + VAT, £280 + VAT.</p> <p>All agreed to TG proceeding with the £130 + VAT quote.</p> <p>5.7 <u>St. Luke’s – installation of a standard small slim line 2 0litre water butt</u> attached to plastic down pipe at back of church. To be kindly donated by Pamela so no cost.</p> <p>All agreed to this.</p> <p>5.8 <u>St. Luke’s – replacement of carpet on altar step</u>. This carpet that is used for kneeling on during Holy Communion is worn and frayed. The team at</p>	TG

<p>5.9</p> <p>5.10</p>	<p>St. Luke's would like to replace it with a specific cushion in dark green and the cost would be £465.</p> <p>All agreed for the Garford team to choose on the colour and have a cushion approach rather than a carpet.</p> <p><u>All Saints boiler</u> A new pressure vessel and valve is required and could cost £324.</p> <p>This was approved as it has to be done.</p> <p>CG reported the radiator in the office does not have a thermostatic valve on it and this could be sorted when the system is drained.</p> <p>This was approved.</p> <p>CG reported the heating controls are not working properly, NR responded that a quote is being sought for this. NR also advised the boiler will need replacing in the next 5 years.</p> <p><u>Elm suckers</u> Work has started on this.</p>	
<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p>Safeguarding update</p> <p><u>Summary of recent safeguarding learning review</u> – please read and take note of the learning points in the document which was attached with the agenda.</p> <p><u>Safeguarding update for Marcham with Garford</u> – policy needs reviewing next month. AS will help TG review the Safeguarding Policy.</p> <p>One family is being supported re safeguarding issues and the Diocese is aware.</p>	<p>All</p> <p>TG/AS</p>
<p>7.</p> <p>7.1</p> <p>7.2</p>	<p>Mission update</p> <p>Following general discussion on mission, MN is producing some material for house groups to discuss and feedback.</p> <ul style="list-style-type: none"> - What do we think mission is? - How do we support mission? - How do we feel we do mission as a church? <p><u>MANNA support</u> This is not an official mission partner but is supported by Gig Thomas who does not know MN is sharing the presentation with us which showed the crisis which is taking place. MN request to the PCC is how do we want to respond and if at all.</p> <p>NR proposed we have a gift day and the PCC makes it up to £1,000.</p>	<p>MN</p>

	<p>CG said he is supportive of this, as long as not at the cost of the other charities we support.</p> <p>MN responded he does not see a conflict of interest.</p> <p>CM asked if we keep it just to the church or open it to the wider village.</p> <p>The proposal is to work with Gig and look at a gift day for giving and discuss any shortfall at the February meeting.</p>	MN
8.	<p>Parish Profile</p> <p>Very few PCC members made comment on draft 5.</p> <p>Draft 7 was shared prior to the meeting following further review and comment by some other church members, the archdeacon, and the parish development adviser.</p> <p>TG advised it is not finalised but needs to be soon and we need to remember that we have a diverse church family in terms of age, church background and theological stance. It is vital that the Parish Profile reflects this, so we are looking for a document that most people are generally happy with – we will not be able to find a middle ground for everything.</p> <p>AS reflected that the welcome page was very well written.</p> <p>CN commented on section: what we can do for you.... Could be read that we are not wanting a single person to apply. Action: TG will re-word this to (your family).</p> <p>BE asked if we need to ask for a vicar with a strong Christian faith, the general response was yes.</p> <p>PCM asked if when people are interviewed, they are also shown round St. Luke's and could meet some people. NR, responded, in principal yes, depends which phase of COVID we are in.</p> <p>MN and NR said it would be good to have the school children involved in the process as this demonstrates the strong link between the school and the parish.</p> <p>KM feels there is value in putting the person specification later in the document. Following a vote, it was agreed to have the person specification at the front of the document.</p> <p>CP asked if the document will be proof read and TG responded yes.</p> <p>DG felt it is wonderful and thanked everyone who has worked on it.</p>	TG

	CG said it looks great and asked about the photos on the front cover – does it give the impression that is all our members. It was felt not as information inside reflects the numbers.	
9.	<p>Health and Safety</p> <p>9.1 <u>Covid situation</u> No change in this as we are in lockdown and are running services virtually. The following resolution was passed:</p> <p style="text-align: center;"><i>“The churchwardens and the parochial church council of Marcham with Garford, acting jointly authorise dispensing with the reading of Morning and Evening Prayer as required by Canon B 11 and the celebration of the Holy Communion as required by Canon B 14 until the 28th March whilst the parish remains within tier 4 restrictions. The reason for the dispensation is that in the light of the Government’s guidance on preventing the spread of Coronavirus, there is no church in the benefice which can be used safely for public worship on those occasions.”</i></p> <p>This was approved. The situation will be reviewed at the February PCC.</p> <p>9.2 <u>Asbestos & PAT testing</u> This came out of the insurance review. Gordon Bendall has agreed to undertake an asbestos review.</p> <p>PAT testing will be undertaken by BS for All Saints and St Luke’s.</p>	
10.	<p>AOB</p> <p>10.1 <u>Date of APCM</u> (by end of May) As things currently stand we have to have had our APCM by the end of May 2021.</p> <p>10.2 <u>Subgroups</u> For all groups to arrange to meet.</p> <p>AS asked if the Missionary Group should meet while the work MN is doing is taking place. TG responded yes.</p> <p>10.3 <u>St. Luke’s subgroup meeting</u> This taking place 28/1/2001</p> <p>St Luke’s is open from 11-12md every Sunday for prayers in a COVID safe environment.</p> <p>10.4 <u>Labels for AV equipment</u> CG advised all the new AV equipment needs a form of labelling and also on other items which may be valuable. The cost could be about £100 for 50 labels.</p> <p>This was approved.</p>	All

11.	MN closed the meeting in prayer after we reflected on Holocaust Memorial Day.	
12.	The meeting closed at 21:30	

The next meeting is on Wednesday 24 February 2021 and will be a virtual meeting

Date of next meetings:
24 March (zoom)