

The Parochial Church Council of the Parish of Marcham with Garford

Minutes of the committee meeting held on

Wednesday 24 February 2021 via Zoom

Present

Mark Newman (MN) Neil Rowe (NR) Ruth Atkins (RA) Tamsin Gilbert (TG) – Chair for the meeting Chrystal Poon (CP) Kevin Mentzel (KM) Charles Gaisford (CG) Tim Jack (TJ)	Pamela Carter Moore (PCM) Barney Stevens (BS) Ann Southwell (AS) Chris Nutman (CN) Danni Grady (DG) Bryan Eccles (BE) Carolyn Whiting (CW) Alicia Davies (AD)
Item	Action
1. Welcome and prayer MN opened the meeting with a reading from Ephesians Chapter 1 verses 14-19 and led in prayer. Apologies were noted from: Cathie Little and Jill Rowe as she is on her sabbatical. Caroline Manders (CM)	
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 27 January 2021 were approved as an accurate record following 'standing' being removed from the meeting minutes title. <u>Matters arising</u> 7.2 Manna support: MN has had a discussion with Gig Thomas and a trek of unity is being established for March 2021.	
4. Finance - BE 4.1 <u>Review of finances</u> Documents were shared prior to the meeting. BE went through the summary schedule document. - Donations for 2021 are estimated lower than the previous 2-years. - Covid situation in 2020 has had an impact on income - £10,000 less from church and hall hire, weddings, funerals etc. Expenditure for 2020	

<p>4.2</p>	<ul style="list-style-type: none"> - We continued to pay our parish share, which is paid in full even though we haven't had a vicar (this is standard practice). - Surplus for 2020 was £14, 780 - These are provisional numbers and other costs will need including e.g. lighting so the surplus will decrease a bit. <p>NR thanked BE for the clarity of the information shared.</p> <ul style="list-style-type: none"> - There is £150,000 in the Nat West account and BE proposed moving £50,000 to the CCLA account. <p>- This was approved by PCC members.</p> <p><u>Plan from the giving and finance sub-group regarding giving</u> NR went through the paper which was circulated prior to the meeting.</p> <ul style="list-style-type: none"> - Rosemary Siebert has agreed to be the legacy officer and will be sharing with NR her thoughts for rolling this out. - CW asked for item 3 to be Welcome to Marcham and Garford. - RA asked who is on the welcome programme and it is NR, Adam Grady, AS and suggestion for someone from St Luke's to join. 	<p>NR</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p> <p>5.7</p> <p>5.8</p>	<p>Fabric – TG</p> <p><u>Faculty for the removal of pews</u> This is in progress.</p> <p><u>AV equipment</u> This is being installed.</p> <p><u>New lighting</u> This is being installed.</p> <p><u>Shed</u> This is now in place.</p> <p><u>Lightning conductor</u> The test has been completed and all is ok.</p> <p><u>St. Luke's</u> The downpipes on the north side of the building have got holes in them which is resulting in damp leaking into the stonework. PCM is able to sort a like for like replacement for £60.</p> <p><u>Boiler repair</u> This has been completed.</p> <p><u>QI work</u> This work needs to be done to maintain the fabric of the building and this is work in progress. PCC members asked to read through the list of works and think about priorities etc.</p>	<p>ALL</p>

5.9	<p><u>Audio visual</u> CG said there are now two desks in use and the two chairs are not ideal how they are positioned. Request made to level up the floor (platform based) to site the desks in a better place and this will mean the use of the chairs are more suitable.</p> <p>PCM asked about the safety requirements relating to the glass panel being 'lower' if the floor was raised. CG said this would be looked at to ensure safety is maintained.</p>	CG/NR
6. 6.1	<p>Safeguarding update – TJ</p> <p><u>Updated safeguarding policy</u> AS has reviewed the policy and it has been updated where needed.</p> <p>The action has been updated and a checklist produced – these are on the website.</p> <p>Please read the policy prior to the March meeting.</p>	All
7. 7.1	<p>Mission update - MN</p> <p><u>Mission paper</u> As we have discussed, this a short reflective paper, that we hope will springboard a discussion on the subject of mission. It is not meant to be an exhaustive academic paper, indeed there is a lot missing, as the subject of mission is vast and wide.</p> <p>It has been sent to all the House Group leaders, (plus others) who will then create the most appropriate way for this to be discussed within each of their groups.</p> <p>It is hoped that as a PCC we will 'hear' what the wider church thinks about mission and in particular 'how' or 'why' we do mission within our context. The responses that come back to the PCC will help to shape our thoughts on mission and its future.</p> <p>As a PCC we would like to consider the responses and ask that they be submitted prior to our April meeting.</p> <p><u>MML request (AD)</u> The proposal was circulated before the meeting. Requesting using £1,750 in the MML account for a spring project items listed in the document. Currently over £4,000 in the account.</p> <p>NR commented on Nicu having challenges getting the money as it goes via Romania. AD said this was being considered.</p> <p>This was agreed by the PPC.</p>	
8.	Parish Profile - TG	

	<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>Thanks, given to TG for all the work which has taken place on the profile.</p> <p><u>Feedback</u></p> <ul style="list-style-type: none"> - Add reference to the bell ringers <p>The PCC agreed for this to be sent to the Archdeacon</p>									
9.	<p>Restarting services – TG</p> <p>Since it appears, we are no longer using the tier system our previous plans are slightly out-of-date, but we'd still like to have a provisional plan for restarting in person worship. If things go well with infection rates and vaccinations, we suggest the following plan. Exact times, venues etc to be decided.</p> <table border="1" data-bbox="225 797 1278 1391"> <tr> <td data-bbox="225 797 571 871">14th March</td> <td data-bbox="571 797 1278 871">Restart in-person evening services</td> </tr> <tr> <td data-bbox="225 871 571 945">1st April (Maundy Thursday)</td> <td data-bbox="571 871 1278 945">offer in person HC in evening</td> </tr> <tr> <td data-bbox="225 945 571 1133">2nd April (Good Friday)</td> <td data-bbox="571 945 1278 1133">Hold a reflective 'Hour at the cross' type service in St Luke's and an outdoor family event in the churchyard at All Saints' (Probably trail-type thing that can be done in households)</td> </tr> <tr> <td data-bbox="225 1133 571 1391">4th April (Easter Sunday)</td> <td data-bbox="571 1133 1278 1391"> Sunrise(ish) service at St. Luke's in churchyard (unless restrictions change to allow service on the green) 10am – in person family communion service at All Saints' </td> </tr> </table> <p>Then, if infection rates continue to drop, we continue with the pattern of pre-booked in person morning services (also live streamed) and in-person evening services. All services will be risk assessed and conducted in line with the most recent Covid guidelines from the Church of England.</p> <p>PCC approved this.</p>	14th March	Restart in-person evening services	1st April (Maundy Thursday)	offer in person HC in evening	2nd April (Good Friday)	Hold a reflective 'Hour at the cross' type service in St Luke's and an outdoor family event in the churchyard at All Saints' (Probably trail-type thing that can be done in households)	4th April (Easter Sunday)	Sunrise(ish) service at St. Luke's in churchyard (unless restrictions change to allow service on the green) 10am – in person family communion service at All Saints'	
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10.	<p>St Luke's update – CW</p> <p>CW thanked everyone for St. Luke's being brought into the life of Marcham and All Saints'.</p> <p>A small group has been meeting regularly to talk about matters pertaining to St Luke's. Two key things that they hope to bring to the PCC soon (April/ May).</p> <p>1) thoughts on the 'designation' of St. Luke's</p>									

	<p>2) an annual plan for services.</p> <p>PC-M encouraged all to visit St Luke's when it is open.</p>	
11.	<p>Health and Safety</p> <p>11.1 <u>Asbestos survey</u> This has been completed and no particular worries were identified.</p> <p>11.2 <u>PAT tests</u> In the process of being completed for both churches.</p>	
12.	<p>AOB</p> <p>12.1 <u>Date of APCM</u> (by end of July) Looking at this taking place in June</p> <p>12.2 <u>Subgroups</u> Look at meeting after Easter.</p> <p>12.3 KM – principle of sub-groups are good but lots of meetings are taking place and could one PCC meeting slot be used for the sub-groups.</p> <p>12.4 <u>Marcham Centre bookings for 2022</u> TG has been asked to consider bookings – e.g. for All Age Services.</p>	
13.	<p>KM closed the meeting in prayer.</p>	
14.	<p>The meeting closed at 21:22</p>	

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

Date of next meetings:

April 28th

May 26th