***The Parochial Church Council of the Parish of Marcham with Garford***

**Wednesday 24th May 2023 – 7.45pm in All Saints’ Church, Marcham**

**MINUTES**

**Present:**

Revd Nick Weldon (NW) Ali Lyndon (AL) Sue Lawton (SL)

Tamsin Gilbert (TG) Tony Carter (TC) John Scoble (JS)

Chrystal Poon (CP) Carolyn Whiting (CW) Brian Eccles (BE)

Tim Jack (TJ) Catherine Mentzel (CMe) Caroline Manders (CM) 8pm

David Lunn (DL) Barney Stevens (BS) Neil Rowe (NR) 8pm

James Gilbert (JG) 8.15pm

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| *No.* | *Item* |
| **1.**  **2.**  **3.**  **4.**  **5.** | **Welcome, Bible reading and opening prayer: NW Apologies for absence** - Ruth Atkins sent apologies  **Conflicts of interest** – James and Tamsin Gilbert and Neil Rowe will need to leave for item 8.2 - salary discussion.  **Minutes of the meeting of 26th April 2023**  The minutes were approved.  **Matters arising**  Summary of the role of pastoral care coordinator has been circulated  29th June confirmed as date for further LLF discussion  Payment for path has been clarified  Discussion with Parish council over Denman steps to be carried over |
| **6.**  **6.1**  **6.2**  **6.3** | **PCC: welcome to new members**  Tony, Catherine and John were welcomed as new members  James Gilbert has also joined as a synod representative, but was not present at this point in the meeting.  New members leaflet discussed again. TC asked about personal liability, NW explained PCC is a body corporate, no one person can be held responsible for debts, but this doesn’t clarify liability for accidents. TG advised to check links on website for more information. AL suggests putting these links on the welcome to PCC booklet. TG advises insurance policy will cover accidents.  CP to look further into what body corporate means and whether there is any personal liability. |
| **7.** | **Appointment of officers:**  Vice Chair – Chrystal Poon / Neil Rowe  Secretary – Danni Grady  Treasurer – transition period from Brian Eccles to hopefully Hugh Lawton, with assistance of John Scoble in the interim period.  Standing Ctte – Revd Nick Weldon, Chrystal Poon, Neil Rowe, John Scoble, Dave Lunn  Electoral Role Officer – Chris Nutman to be approached  Safeguarding Officer – Ruth Atkins  Deputy Warden for Garford – Carolyn Whiting  Tamsin Gilbert and Brian Eccles co-opted on to PCC. |
| **8.**  **8.1**  **8.2** | **Appointment of 2 Subcommittees:**  AS Reordering Project – Revd Nick Weldon, Chrystal Poon, Neil Rowe, Barney Stevens, Brian Eccles, Tamsin Gilbert.  Mission Partners – James Gilbert, Ali Lydon, Sue Lawton, Catherine Mentzel. Sarah Lunn and Jane Weldon to be approached.  Current mission partners are Thirsty café, MML, Ripple Effect, Dippers (MAF).  NW to organise some initial meetings of these subcommittees. |
| **9.**  **9.1**    **9.2**    **9.3** | **Financial update: BE**   * General update   Key financial information document circulated. Net income/expenditure shows deficit of £7,000+ from budget. This is due to gift aid not yet coming in, has now arrived and is over £8,000 so no longer in deficit.  BE concerned that regular giving is not increasing.  Largest expenditure is parish share which is out of our control. TC asked whether this is likely to increase, no figure yet for 2024. Deanery treasurer sets up a group to discuss parish share.  TJ asked whether there is a plan for a financial push in the Autumn. BE advised there should be an allocated time within services to discuss giving and explain costs to the congregation. We also need to discuss the reordering project and start to approach donors. TC suggested applying for section 106 money. NR explained the Parish council hasn’t always been supportive. JS suggested we might be able to claim back VAT on certain repairs and improvements.   * Proposed resolution re Bank Account   Existing bank accounts to be continued at Natwest. Signatories / those with access to online banking to be BE, TG, HL, JS, CP. All other names are to be removed as authorised signatories.   * Salary Review   TG, JG and NR left at this point. JS discussed a circulated document which suggested a range of salary increases. CPI now at 8.7%, 7.8% including housing. Last year we awarded 3%, we were meant to review in 6 months but this didn’t happen. NW advised a minimum increase of 5% - this is CofE recommended amount. Majority of PCC felt 5% was reasonable and this was agreed. AL requested this be reviewed in 6 months.  DG to add salary review to November meeting.  Part of pay is mobile phone allowance. Mobile phone rates have increased by 14.4%, JS suggests increasing mobile phone allowance from £20.60 to £23.60. This was agreed. |
| **10.**  **10.1**  **10.2**    **10.3**  **10.4**  **10.5**    **10.6** | **Fabric update**   * All Saints church path   Path is finished. Parish council hopefully will do the path behind the church.   * Gigaclear (Wi-Fi at AS)   Confirmation it will be installed on 1/6/23. Nick Adams will complete the internal work free of charge. TC advised trench needs to be sufficiently deep, and work should be supervised.  NR to supervise installation.   * AV equipment at AS   AV equipment has been approved via email between meetings and has arrived.   * Genesis One Project   More money is available, but we haven’t spent the first amount of money yet. NR has agreed a 6 month extension from September. JS asked that NR email the council to confirm the conversation where they granted a 6 month extension.  NR to give JS receipts and confirm extension of spending via email.   * St Luke’s church yard lighting and water supply   NW and NR met with Neil Walker and he is happy with installing the lighting but would like a switch rather than a sensor. Water supply needs to come from the yard, via the normal gate and footpath and there will be a tap near the door. Neil Walker will write a letter to confirm he is happy with this arrangement and will fund it, and happy to install unmetered, even if a toilet is installed.  TG to request faculties for lighting and water.   * Reordering Project   The 3 phases of the reordering project were outlined for the benefit of new members. Christian Randall will be attending the next PCC so a longer discussion will happen then. |
| **11.** | **St. Luke’s: AL**  At meeting had between Nick/Neil and Neil Walker.  They discussed the new lighting, provision of water (see above) and also that the gate post (from current entrance) will need replacing.  Also confirmed at this meeting was that Neil W will ensure one of his men is able to Mow the grass fortnightly during summer.  Once in position the new fence post should enable the fence on the right to be improved and also the switch for the lights to be placed on the post.  Mice at St Lukes currently which may have eaten altar cloths, CW to check for repair needs. AL to get sorted any needed for repair. Traps have been ordered.  There is a Pentecost service on Sunday 28th.  Matt Pierce agreed to strim grass. Due to length additional support would be appreciated alongside CW and Neil Whiting  on Thurs pm. TC offered to support this.  Long term plan needed from next year due to Matt leaving village  Pamela Carter-Moore currently reading an agreed report on St Lukes behalf to the Garford AGM this evening |
| **12.** | **Safeguarding update:**  RA not present but updated via email prior to the meeting that there are 2 ongoing cases. Safeguarding policy to be reviewed in June meeting. |
| **13.** | **Health & Safety**  Please read policies before next meeting and email any updates to TG prior to the meeting. |
| **14.** | **A.O.B.**  CW – cannot access PCC page on phone any longer, cannot find link. TG to assist.  SL – Women’s breakfast – to be discussed at the next meeting. |
| **15.** | **Closing prayer - CMe** |

**Meeting ended at 9.30pm**

**PCC next meetings:** Wednesday 28th June (with Christian Randall – church architect)