

**St Mary the Virgin Nettleton
PAROCHIAL CHURCH COUNCIL
Thursday 2nd April 8.00pm
at The New House, Church Hill**

Agenda

1. Apologies
2. Minutes of PCC Meeting 22nd January 2009
 - 1.1 Approval
 - 1.2 Actions arising
3. Finance
4. Annual Meeting 17th April
 - 4.1 Annual Churchwarden's Report
 - 4.2 Annual Finance Report
 - 4.3 Electoral Roll
 - 4.4 Nominations
5. Services
 - 5.1 Feedback
 - 5.2 Future TGIF Services
 - 5.3 Other
6. Events
 - 6.2 Lent Lunch 9 April
 - 6.3 Future Programme – Open Day 13th June
7. Reordering progress
8. Fabric
9. Health & Safety
10. Deanery
11. Any Other Business
12. Next Meeting

**St Mary's PCC
Health & Safety Progress Report 2 April 2009**

1. An external inspection have been done, with no significant new items arising, but a very new empty vodka bottle had been left in the west porch.
2. The mobile phone has disappeared. It has been replaced, but in future will be kept in the vestry instead of on the window sill in the south west corner. Changes to procedures will be needed.
3. Gravestones: Two gravestones have been fixed since last meeting. The Domvile cross was laid down following removal of the spiked railings
4. Spiked railings around the Domvile and Sellard tombs have been removed
5. The fire risk assessment and procedure has been revised.
6. A guidance note for safety at weddings has been produced, addressing the use of candles and the emergency arrangements, with the ushers to lead evacuation if required. This is to be issued and discussed at wedding rehearsals.
7. Other risk assessments and arrangements are to be revised. Shortfalls so far identified are that we need to do some (short) training for PCC members, flower arrangers, etc. and to think about how we deal with H&S at funerals.

Fabric Report 2 April 2009

1. Two new radiant electric heaters have been donated and found to be very good.
2. Another slate has come off the roof near the south east corner.
3. Andy McGuinness has cleared the ground gutters and tidied leaves.
4. Lawn mowing has restarted.
5. New lights have been put up in the south west corner to check that they will be OK. They are fine, and a further 6 have been donated.

A Caie

2.4.09

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DRAFT FOR COMMENT

**St Mary the Virgin Nettleton
PAROCHIAL CHURCH COUNCIL
Thursday 2nd April 8.00pm
at The New House, Church Hill**

Present: Canon Ann Ashcroft (Rector) Marje Caie (Churchwarden/Chair)
Sheena Payne Jo Smith (JS)
Annie Trubody Jonathan Smith (Treasurer - JRS)
Alistair Caie (Secretary)

1. Minutes of PCC Meeting 22nd January 2009

1.1 Approval: The minutes were approved as a true record. Proposed: AT Seconded: SP

1.2 Actions arising:

9/7/08:3 The meditation at the March TGIF went well.

22/01/09:1 AC has drafted letters asking for donations from those arranging baptisms and funerals. These are OK, and should be finalised and sent to Lynn at the Benefice Office.

Action 2/04/09:1 AC to send copies of the letters asking for donations to Benefice Office.

22/01/09:2 MC has arranged with Mike King for the Bellringers to come to the May TGIF service.

22/01/09:3 St Mary's Singers performed admirably at the 22 March Big Breakfast Service.

22/01/09:4 Katy and Tom Ivey did a very good Picture Quiz at the Pancake Supper

22/01/09:5 AC provided tickets & posters for the Pancake Supper

22/01/09:6 We are providing hospitality for the Bybrook Walkers on 1st June

22/01/09:7 JRS has sorted out the new electricity contract with British Gas

22/01/09:8 AC has done a new Cleaning Rota

Action 22/01/09:9 MC (+?) to approach Parish Council for help with gardening costs – continues

2. Finance

JRS reported a current account balance of £3145 and a deposit account balance of £6237 at the end of February.

It was agreed that the Benefice Quota of £599 should be paid by monthly standing order, and the Diocesan Quota of £1172 for the 4th quarter of 2008 should be paid. The details of the Diocesan Quota for 2009 needed to be sorted out.

Action 2/4/09:2 JRS to set up standing order for Benefice Quota

Action 2/4/09:3 JRS to pay Diocesan Quota for 4th Quarter 2008

DRAFT FOR COMMENT

Action 2/4/09:4 MC & JRS to sort out details of 2009 Diocesan Quota

AA said that the new Diocesan Strategy would have important implications for the financing of the ministry for the Churches in the Benefice.

Action 2/4/09:5 AC to circulate the new Diocesan strategy

In the interest of cash flow, the approach to the Parish Council (action 22/01/09:9 above) should be progressed, and the Gift Aid claim prepared and submitted. Pip Gilbert, who prepared the 20078 claim may be able to help.

Action 2/4/09:6 MC/JRS (+ Pip Gilbert?) to do 2008/9 Gift Aid claim

3. Annual Meeting

MC issued copies of the draft Churchwarden and Treasurer's reports together with the 2008 accounts (accounts approved by Chris Dash). She drew attention to the deficit in 2008, and the deferral of the Diocesan Quota payment, and highlighted that there were a number of lapsed regular donors as compared with 7 or 8 years ago. It was agreed that we put on the display board the facts about the costs of running the church, and that we should approach former donors to ask them to contribute again.

Action 2/4/09:7 AC/MC to sort out display on church costs

Action 2/4/09:8 AT/SP/MC to approach former donors about reinstating regular donations

The Churchwarden's and Treasurer's reports are to be reviewed and any comments made by 14 April to allow time for any changes before the Annual Meeting.

Action 2/4/09:9 ALL to comment on Churchwarden's and Treasurer's Reports by 14 April

AC reminded the PCC that each person on the electoral roll adds about £120 to the Diocesan Quota. So far the only change to the Roll was due to the death of Mrs Ruth Parker. SP said she would talk to Naomi Payne about leaving the Roll since she is now abroad.

MC has been nominated for Churchwarden, and JS and JRS for PCC lay members. SP and AT intended to submit nomination forms before the Annual Meeting.

4. Services

The Big Breakfast Church with the St Marys Singers was well attended and well received. The TGIF meditation on the Prodigal Son was most enjoyable. The future TGIF programme was discussed. It was agreed that since the Rogation service last year went well, we should do that again for May. To achieve this, we should try to rearrange the Bellringers for June.

Action 2/4/09:10 AC/MC to talk to Bellringers about June TGIF instead of May

DRAFT FOR COMMENT

Other proposed TGIF themes are July - Pet Service, October – All Souls, November – Multi-sensory Meditation

AA said she was interested in trying a Messy Church MC/AC said that they would contact a friend who does a Messy Church in Didcot, to arrange a visit.

Action 2/4/09:11 AC/MC to arrange a visit to a Messy Church

5. Events

Lent Lunch 9 April: MC will do the catering.

Open Day 13 June: to be discussed after Annual Meeting

AA has a book 1000 ways to raise money for you church, which she said she would lend us.

6. Reordering

So far we have been awarded grants of £3000 Wiltshire Historic Churches Trust and £2000 from Church Community Fund. There is a pledge of £2148 for the 30 chairs, and £1200 from other pledges. With £1000 allocated from PCC funds, this is a total of £9349, which leaves a balance of £4378 to be raised. An application has been made to Awards for All, the Lottery fund for smaller awards, asking for £3878. This application has had to be resubmitted, because of a detail about the bank stamp validating the account details.

AA said we should ask Bishop Mike to open and dedicate the community area. To achieve this we will need to give several month's notice.

AA suggested that we may be able to sell the pews to a reclamation yard. MC said that we are committed to keeping the historic parts as a condition of the Faculty.

AA said we should be able to hire out our funeral bier, for period TV and film work. She suggest we contact Churchwardens at Lacock and other locations used for such work, offering it for hire.

Action 2/4/09:12 AC to offer bier for hire

6. Health & Safety

The health and safety report was noted. There were no significant new items. Progress had been made in getting relatives to repair insecure gravestones. AA said that we needed to specify a limit on the numbers the Church could hold for weddings and funerals.

Action 2/4/09:13 AC to specify the limit on the numbers at services

7. Fabric

The fabric report was noted. MC said that we need to restart mowing. Because mowing was such a major cost, and with the current financial position, mowing would have to be reduced compared with 2008.

DRAFT FOR COMMENT

8. Any Other Business

AA said that there was an important Benefice meeting (May 20) about arrangements for the forthcoming interregnum when she retired. MC is intending to go along.

Action 2/4/09:14 MC to attend Benefice meeting re interregnum

MC said there is a confirmation candidate. AA suggested setting up a regular God and Wine evening, which would both help the candidate prepare for confirmation and also bring others closer to the Word of God. MC is to discuss this with the candidate.

Action 2/4/09:15 MC to contact confirmation candidate and propose God and Wine meetings

It was agreed we should actively welcome newcomers to the Parish. We should think of ways to do this, and if we find out about someone new to the Parish, let MC know so she can contact them.

Action 2/4/09:16 ALL to think of how we should welcome newcomers
Action 2/4/09:17 ALL to let MC know when we hear of newcomers to the Parish

9. Next Meeting

Immediately following Annual Meeting on evening of 17th April.

A Caie
11.4.09