

**St Mary the Virgin Nettleton
PAROCHIAL CHURCH COUNCIL
Thursday 25th June 8.00pm
at The New House, Church Hill**

Agenda

- 1 Apologies
- 2 Minutes of PCC Meeting 30th April 2009
 - 2.1 Approval
 - 2.2 Actions arising
- 3 Finance
 - 3.1 General
 - 3.2 Fundraising
- 4 Services
 - 4.1 BBC 21 June
 - 4.2 TGIF
 - 4.3 Other
- 5 Events
 - 5.1 Open Day 13th June
 - 5.2 Church Cleaning
 - 5.3 Bybrook Walkers 28th June
 - 5.4 Xmas Hogroast
 - 5.5 Other
- 6 Fabric
- 7 Health & Safety
- 8 Deanery
- 9 Any Other Business
- 10 Next Meeting

St Mary's PCC
Health & Safety Progress Report 23 June 2009

1. An internal inspection has been done. The long broom is quite heavy and should be tied up to avoid it falling on people. No other new items were identified, although minor defects are accumulating to be addressed in the reordering.
2. Feedback needed on H&S from the family day – discuss at PCC meeting 25.6.
3. Work in hand on food H&S guidance. Input needed with someone with food H&S training.
4. Other H&S shortfalls - 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.

A Caie
23/6/09

**St Mary the Virgin Nettleton
PAROCHIAL CHURCH COUNCIL
Thursday 25th June 8.00pm
at The New House, Church Hill**

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

Apologies for absence: Sheena Payne, Annie Trubody

1. Minutes of PCC Meeting 30th April 2009

1.1 Approval: The minutes were approved as a true record. Proposed: JS Seconded: JRS

1.2 Actions arising:

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

Action 2/4/09:6 JRS/MC to do 2008/9 Gift Aid claim - continues

Action 2/4/09:7 AC & MC have put up a display on church costs inside the church

Action 2/4/09:8 AT/SP/MC to approach former donors about reinstating regular donations – continues – MC has approached one without success, other suitable prospects need to be identified.

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

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

Action 2/4/09:13 AC has set the seating capacity of the church at 135, and emailed this to the Benefice Office

Action 2/4/09:14 MC attended the Benefice meeting on 20 May re interregnum. Before any new appointment is made, there will be a review of every church in the benefice, for which we need to provide

- Last three sets of PCC minutes;
- Annual accounts for last three years;
- Share record for last three years;
- Attendance figures for last three years;

and a document we don't have:

- Growth Plan

Action 25/6/09:1 MC/ AC prepare draft growth plan for comment

Action 2/4/09:15 MC will propose a date for the new monthly God and Wine meetings at The New House. This was discussed and a date of Wed 16th September is proposed

Action 25/6/09:2 ALL: God and Wine meeting Wed 16th September

Action 2/4/09:16 ALL to think of how we should welcome newcomers- continues – when the new development becomes occupied, we should invite them to a drinks evening in the church.

Action 2/4/09:17 ALL to let MC know when we hear of newcomers to the Parish – continues

Action 30/4/09:1 The Diocesan Quota for 1st quarter 2009 has been paid.

Action 30/4/09:2 A standing order has been set up for future Diocesan Quota payments. The Diocese have kindly agreed to let us have a full prompt payment discount for the year.

Action 30/4/09:3 JRS to arrange to change the name of the bank accounts to 'The Parochial Church Council of St Mary's Church Nettleton' – continues.

Action 30/4/09:4 ALL - Events Committee Meeting 14th May – complete

Action 30/4/09:5 AC to do Open Day advert for June Honeycomb – complete

3. Finance

3.1 General

JRS reported a current account balance of £3510.27 and a deposit account balance of £6239 at the end of May. Since that time, we have paid out £2372 in Diocesan Quota back payments, £300 in Benefice Quota payments, and are due to pay £500 in gardening. There have been receipts of approximately £500. The PCC agreed to continue the facility that, if necessary, up to £1000 could be transferred from the deposit account.

3.2 Fundraising

Open Day: This raised nearly £500. It was felt that next time we should advertise more widely, including in Acton Turville.

Sainsbury: It is understood that Sainsburys may offer community grants

Deanery: AA said that the deanery may be able to offer a grant towards our new community space.

Hills:

Action 25/6/09:3 JRS to provide contact details for Hills

100 club: **Action 25/6/09:4 MC to contact Viv Johnson find out how this was done**

It was agreed that we should deliver the community space fund raising flier to all the parish.

Action 25/6/09:5 AC to produce and distribute community space flier

4. Services

28 June Big Breakfast: AT providing bacon, MC providing bread rolls etc. Singers tba

TGI Friday 17th July: It was agreed this should be a musical evening. Suggested performers

Alastair Ramsey - organ pieces

Bybrook Choir

Eric leads a group of youngsters singing jazz

Wanda

Action 25/6/09:6 MC to contact suggested performers

Suggested themes for future TGIF Services

August	-	Summertime
September	-	Harvest Suppoer
October	-	Those Christened at St Mary's
November	-	Memorial to those buried at St Mary's

5. Events

5.1 Open Day: This was very enjoyable, although it was felt that the attendance was a bit light. We will do more posters for the next open day. Oonagh Read has offered to design and produce posters JS knows someone who may lend us sandwich boards. Feedback from PCC on H&S - there were two incidents of concern – an inappropriate method of retrieving a teddy caught in a tree, and a child wandering off from the play area. AC agreed to provide written guidance specifically for the teddy bear parachuting, over and above the risk assessment, and to ensure that when last minute additions are made to the stalls and activities, that these are suitably addressed in the risk assessment. MC said we need to ensure we have enough people to run all the stalls.

Action 25/6/09:7 At next Open Day, AC to provide written teddy bear parachuting guidance and ensure risk assessments cover late additions to stalls and activities.

5.2 Church Cleaning: Sunday 19th July was agreed 10.30 onwards, with a barbecue lunch provided.

5.3 Bybrook Walkers 28th June This was all in hand, with SP doing strawberries in chocolate, AT & AC providing Pimms and lemonade. Irene Jacques is providing cakes, and AT & MC are doing sandwiches.

5.4 Xmas Hogroast: 4th December Again a joint event with WK chapel. AT is booking hall and contacting the roasting team.

6. Fabric

A recent external inspection has spotted another tile off the roof, on the west side of the south transept. Ac has got some lime mortar to do minor floor repairs.

7. H&S

The open day was discussed above.

Inspections are up to date. AC has made a start on food safety guidance, but needs some help. The long handled broom should be tied up when not in use.

Action 25/6/09:8 AC to provide fixing to tie up long handled broom

8. Deanery

No report or actions.

9. Any Other Business

MC said that she has security concerns, following some minor incidents. AA suggested that these should be reported in Honeycomb.

Action 25/6/09:9 MC to contact community police about security incidents

10. Next Meeting Thursday 24th September 8pm venue tba.

A Caie
7.6.09