

**St Mary the Virgin Nettleton**  
**PAROCHIAL CHURCH COUNCIL**  
Thursday 25<sup>th</sup> March 2010  
at The New House, Church Hill  
**Agenda**

- 1 Apologies
- 2 Minutes of PCC Meeting 21<sup>st</sup> January 2010
  - 2 1 Approval
  - 2 2 Actions arising
- 3 APCM
  - 3 1 Electoral Roll
  - 3 2 PCC
  - 3 3 Sidesmen/women
  - 3 4 Churchwardens
  - 3 5 Report
- 4 Finance
- 5 Reordering
  - 5 1 Progress with grants
- 6 Mission & Services
  - 6 1 Messy Church 2<sup>nd</sup> April
  - 6 2 Easter Day 4<sup>th</sup> April
  - 6 3 TGIF April & May
- 7 Events
  - 7 1 Pancake Supper
  - 7 2 Official Opening
  - 7 3 Music Concert
  - 7 4 Elvis
- 8 Fabric
  - 8 1 Window in south wall
- 9 Health & Safety
  - 9 1 Child Protection policy
  - 9 2 Vulnerable Adult policy
- 10 Deanery - vacancy news
- 11 Any Other Business
- 12 Next Meeting

## **St Mary's PCC Health & Safety Progress Report 25 March 2010**

13. Internal walkround done. No problems.
14. Child protection policy and vulnerable adult policies drafted, now need formal PCC approval.
15. PAT testing arranged for 1 April.
16. A review (attached) has been carried out of our risk assessments, procedures, etc.
17. We need to arrange the 5 yearly fixed electrical inspection.
18. Gravestone checks done. Two outstanding gravestones from last year - we have written again making it clear that we will lay it down if it is not repaired. One new one where we have successfully contacted a relative, and a repair is to be arranged. Two we are thinking about.
19. Food H&S guidance - Input needed with someone with food H&S training.
20. We need to have a fire drill

### **Fabric Report 25 March 2010**

1. JRS has cut down the plant growth near the top of the tower.
2. MRC has cleared the ground gutters twice, and they need doing again.
3. Dog fouling is returning as a problem.
4. AC & JRS have checked the bird screens in the the bell chamber and they look OK, so it's not clear how the nesting materials got in. We will continue to monitor this.
5. In high winds and rain there is water is getting in from the valley gutter. This needs to be inspected.
6. Ecclesiastical insurance cover for lead roofing now requires it to be marked with Smartwater. We have bought some, but it needs to be applied to the valley gutter and the tower roof. (Continues)
7. Because the leading is failing, there is water getting in through the nave window next to the organ. This needs to be repaired.
8. The hearing loop has now been tested, and we have additional wireless microphones.

A Caie  
25.3.10

**ST MARY THE VIRGIN NETTLETON  
PAROCHIAL CHURCH COUNCIL**

Thursday 25<sup>th</sup> March 2010 8.00pm  
at The New House, Church Hill

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

Apologies for absence: none

1. Minutes of PCC Meeting 24<sup>th</sup> September 2009

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

1.2 Actions arising:

**Action 2/4/09:12 AC to contact Castle Combe PCC, who have contacts with the media, to offer bier for hire to media - continues.**

**Action 2/4/09:16 JS & JRS have made contact with all four new occupied houses in Church Rise. ALL to think of how we should welcome newcomers - continues.**

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

**Action 24/9/09:4 AC to contact Adrian Packer to check/repair the bird screens - continues.**

Action 21/1/10: 1 JRS has paid 50% of Xmas Supper proceeds to West Kington Chapel and received a thank you letter.

Action 21/1/10:2 JRS has paid the Brookman account for the reordering work, drawing on reserve account. Shortly afterwards the grant cheque for £2000 from the Church and Community fund was received and used to restore the balance of the reserve account.

Action 21/01/10:3 There was a most stimulating and enjoyable God and Wine meeting on 29<sup>th</sup> Jan.

**Action 21/01/10:4 AA to contact Maggie's Band about a possible Musical Evening - continues.**

**Action 21/01/10:5 MC to contact Elvis impersonator to discuss an event at the church - continues.**

Action 21/01/10:6 JS has cut down the plant growth on the tower.

**Action 21/01/10:7 AC to get a quote for the window repair - continues.**

**Action 21/01/10:8 MC has cleared the ground gutters twice since January, but it needs doing again. Dog fouling is a problem. Action continues.**

Action 21/01/10:9 AC has commissioned the hearing loop, with help from Libby Kingcombe.

2. Annual Meeting 2010 (16 April)

2.1 Electoral Roll

The necessary notice has been posted on the porch notice board. There was an issue with non-churchgoers on the roll.

**Action 21/03/25:1 MC/AC to write to non-churchgoers on the electoral roll.**

2.2 PCC

The PCC can have up to 6 lay members. JRS is standing down both as PCC member and Treasurer.

2.3 Sidesmen/sideswoman

No PCC member wished to stand as sidesman/sideswoman.

2.4 Churchwardens

There are two churchwarden posts. MRC has agreed to stand and was proposed and seconded as a candidate. No other PCC member wished to stand for election.

2.5 Annual Statement

MC presented a draft of the annual statement. Some information from the accounts was needed to complete the statement. A number of detail changes were proposed and accepted.

3. Finance

At 28 Feb, the current account was £14133.59 and the reserve account £6420. Since then JRS has paid all the reordering bills in full and the last remaining grant has been received. The estimated current account balance is £477.

The annual accounts are nearly complete, and are to be approved by Chris Dash.

**Action 21/03/25:2 JRS to contact Chris Dash to get the accounts approved.**

4. Reordering

The first stage of the reordering was now complete and paid for, and the PCC are all very pleased with the result. Robin Jacques has very kindly offered to take on the architectural aspects of the next stage.

5. Mission & Services

5.1 Messy Church (2<sup>nd</sup> April)

MC described the proposed arts and crafts activities. JS will come along to help.

5.2 Easter Day (4<sup>th</sup> April) Communion

AA is taking this at 9.30am

5.3 TGI Friday

16<sup>th</sup> April Annual Meeting. 14<sup>th</sup> May Rogation.

6. Events

6.1 Pancake Supper.

This was well attended, enjoyable, and raised £605, compared with £530 in 2009.

6.2 Official Opening

There was an excellent attendance at this most enjoyable event with Bishop Mike, Michael Hills of Hills Group, the Archdeacon, and many others.

6.3 Music Evening

AA is in discussions with Maggie's Band about possible dates.

6.4 Elvis Impersonator

MC to contact his sister to investigate possible dates.

7. Fabric

The fabric report was noted.

8. Health & Safety

The H&S report was noted. Detail changes to the Child protection and Vulnerable Adults policies

were agreed and these were approved.

The H&S review was noted - the PCC did not raise any incidents not covered in the review.

#### 9. Deanery News

A draft advert for the vacancy is being prepared.

#### 10. Any Other Business

MC has been nominated as a Foundation Governor for ByBrook Valley school. In line with the Diocesan procedure, this was approved by the PCC.

11. Next meeting - 16<sup>th</sup> April at St Mary's following the 8pm Annual Meeting.