

4. Welcome to new PCC & Appointment of Officers:

GC asked whether it would be possible for RP to provide the PCC with copies of the minutes from the Deanery Pastoral Committee meetings. **Action: TR is going to ask RP to do this.**

5. Minutes of Meeting held on Thursday 25th February 2021

The minutes were signed by TR as an accurate record.

Proposed: RN, Seconded: ML - *Passed with 4 abstentions (due to non-attendance)*

6. 25th February 2021 Minutes Action Points Table Update

Action point table updated.

Matters arising from 25th February 2021 Minutes (not covered in agenda/table)

None

7. Finance Update:

- RN had circulated the finance report prior to the meeting.
- The main change this month was that as the church won't open as 'normal' until September 2021, RN has reduced the expected income by £1500 to allow for the reduction in expected Sunday giving until September 2021.
- An annual donation that is usually received has not yet been received and so RN has removed it from the expected giving currently - we may receive it at a later date.
- The expected envelope giving is down by £640. If we don't receive anything from the envelope giving we will be down £1000, however RN has notified envelope givers about when he will be in the church to receive any donations and so some money may be received.
- There was nothing to report on the designated accounts.
- The Kitchen Project has already received £4183, when this is added to the money we already had there is £6360 in the fund for the kitchen at the moment.
- TR shared that there were some grants available from councils for churches who had lost money from being unable to hire out their buildings. As a result of an application for one of these grants, £6000 has been received. We are blessed and have a lot to be thankful for. TR said that we will decide at a later date how we best use this money.
- EJ asked whether there were any pledges for the kitchen beyond what has so far been included. RN confirmed that all pledges are included in the amount.
- TR has found out that the church can claim the VAT back on some things, some of which are to do with the kitchen, so that will also help towards the cost of the kitchen. We give thanks to God for how He provides.
- **TR conveyed his thanks to RN on behalf of the PCC, his hard work is much appreciated.**

8. Ministry Focus

a) St Mary's Roadmap (as per Annual Address)

- This was circulated prior to the meeting.
- TR shared that most feedback about the Annual Address had been good. There was some sadness at the congregation not being back in church physically on Easter Sunday, but that many churches were being cautious and going back to having socially-distanced congregations in late May.
- TR said that the key thing to emphasise was that this is a roadmap to help us come out of this well.

b) Safe Spaces update

- This update was circulated prior to the meeting
- AB asked whether the safe spaces were for the church or for people outside of the church. TR answered that they were for both. AB asked about the self-guided questions and how we supported people who needed help and support from professionals. This point was noted.
- TR said that there was an addition to the document; the Art Club wants to offer both guided and self-guided space.

- TR expressed his thanks to JG for her input into this document.
- Each 'safe space' was then discussed/reflected upon by the PCC.
- a) **Find our voice space:** AB commented that this seems like a good process.
- DH mentioned that we need to market what we are doing well.
- b) **Remembering my favourite things:** no specific comments.
- c) **Focusing on lamentation and voice to our loss:** JG commented that being able to sit in church and think about loss can mean a lot to people.
- d) **Worry:** it was commented that beads can be a helpful way of processing prayers.
- e) **How to find peace:** no specific comments.
- GC thought that these were good, however he wondered whether as a christian church we needed to add another dimension to these. Do we need to offer people an introduction on how to become a Christian or recommit, as full healing comes from knowing Christ.
- TR said that an invite needs to be drafted and put in with the marketing - perhaps these safe spaces could lead to an Alpha Course been run.
- AB commented that it was important to have people in the church so that they are available to chat if people wish to talk. TR agreed, noting that Christianity is a relational faith. AB also said that it was important that we are able to follow-up people who take part in the safe spaces.

Activity-based safe spaces

- TR shared that RPepp was keen to develop a guided and self-guided art safe-space.
- TR will also be talking to JG about how the craft group could work as a safe-space.
- Guided Spaces: the point of these is to help people process things in a helpful way.
- Suggestions are: a Wellbeing Course, a Taize Service, an informal sung worship space, a Service of Lament. There could also be an outside space in the churchyard.
- RN particularly likes the informal sung worship service suggestion.
- ML - people like lighting candles, but perhaps we should look into whether we can have 'fake candles' for health and safety reasons. Candles can be a focal point for people, TR suggested that candles could be incorporated into both a Lament and Taize service.
- DC asked how we were going to make people aware of the guided spaces in the self-guided spaces. TR answered that both will be advertised in a booklet and that there will be a timetable available.
- TR asked people to let him know if they think of anything else that could be included.
- EC asked whether we have a dedicated area for the children to express how they have felt. TR said that there isn't at the moment, but a lot of the activities are accessible for all ages.
- The current idea is to launch these in late May, but this will be reviewed nearer the time.

c) Engaging with people during live-streaming

- It is increasingly accepted that live-streaming is going to be part of the church going forward. One difficulty with services on social media is that they are more 'spectator' and don't encourage interaction. One idea is that there could be a mobile number displayed during the service that people can text a prayer request to, which could be used in the service if appropriate. TR asked for people's thoughts.
- DC asked if there could be a way for people to interact if they watched the service on catch-up.
- AB asked for clarity on how the services were streamed - they are streamed live on FB and YouTube.
- GC commented that he understands the positives of having a phone number that people can text throughout a service, but questioned whether we should be encouraging people to come back into the building to worship. TR agreed with GC and said that both are important, for example some people from other parts of the country may join in the online services and TR would want to signpost them to other church communities closer to them, where they could join in in-person worship.
- JG said that the interactions with people online could feed into the intercession booklet.

- TR also commented that the virtual prayer section on the website is place where people can interact.
- AB commented that it could prove to be a really exciting time.

9. Time of prayer

At this point in the meeting there was a time of prayer.

10. Updates/Matters for PCC

a) Kitchen Progress

- An update was circulated prior to the meeting.
- TR asked the PCC if they had any observations/questions. The general consensus was that it 'looked good'. A member of the congregation, who is a builder (Den) is prepared to do all the installations free, as his gift to the church.
- GC questioned whether we needed to have a bigger hob. TR answered that the reality is that space is limited in the kitchen and the current rating of the electricity supply limits what can be installed.
- TR commented that 2 ovens will give us a good capacity for cooking and that the kitchen will be a huge improvement on what we currently have.
- TS asked whether the dishwasher would be an under-the-counter one or whether we needed a dishwasher at a higher level. TR answered that this is something we needed to think about. JG commented that counter space is very important when catering and that perhaps an under-the-counter dishwasher is therefore better.
- TS questioned whether we could put the boiler in the roof to free up more space.
- ML questioned whether the hand-washing sink should be further away from the food preparation sink.

Kitchenette

- The sink will be moved so that it is more accessible than it currently is.
- TR commented that we will also need to form a small group of people who will be on a health and safety team for catering etc.

b) Safeguarding

- JG shared that there was an online opportunity for Safeguarding Officers to attend a meeting last month. At the meeting JG was updated on the latest report on child sexual abuse. The C of E are currently updating who needs to do face-to-face training, so JG has suspended inviting people to do this until she knows who needs to do it.
- Parish Dashboard:
JG updated the PCC regarding changes here.
- Mental Health:
The Diocese is offering some training/information about how to deal with mental health to 2 clergy and 2 lay-people from each deanery. In light of what we are doing in terms of safe spaces at church, JG was going to put herself forward to do the training. The PCC thought that this was a good idea.

c) Diocesan/Deanery Synods Updates

- Deanery Synod: There is a new Rural Dean - Revd Graham Buckle. JG asks that we remember him in our prayers.
- Diocesan Synod: There was an update on the covenant for clergy care and wellbeing and what the diocese is doing about this. A diocese wellbeing group is being set-up.
- As a PCC we are asked to be aware of the well-being of the clergy and their families and also the churchwardens.
- The diocese had commissioned a report on youth work, which was not happy reading; there is a push to find a way to break the cycle of decline. **JG can circulate this report to the PCC.**
- AB asked when the mental health training was likely to take place - JG thought it would be May/June.

11. Correspondence

- Reports have been received from both the World Mission Team and the Creation Care Team.
- TR explained that the way marriages are being registered is changing from 4/5/21. Church will no longer be issuing certificates, but will produce a Marriage Document, Couples will then apply to the Register Office for a marriage certificate. This change also allows for both the father and the mother to be recorded on the certificate.
- EJ said that he had received notification from BN (PCC Secretary) reminding us that this is a quinquennial year. **Action EJ is to book a quinquennial for November 2021.**
- JG informed the PCC that there is an opportunity to stand for General Synod this year, if any one wishes to.
- RN has had notification that from the 1/3/21 the Parish Giving Scheme is going totally online. We need to ensure that church members are aware of this change.

12. Prayer and Reflection for 25th March PCC Meeting

DC

12. Dates of future meetings

2021:
April 22nd; May 20th; June 17th; July 15th;
Sept 16th
Sept 30th Budget Meeting
Nov 18th; *Dec 2nd

*To be confirmed

13. Final Prayer

The meeting closed with The Grace at 21:37.

PCC Meeting Action Log as of Thursday 25th March 2021

#	Month / Item	Action	Owner	Due / Status
1	Sept / 7b	Children & Communion – arrange next PCC discussion Update 28/11 – awaiting date (carry forward)	TR	Spring 2022
7	Sept / 11c	'Growing Younger' – Meeting with SMES's PCC to be arranged Update 26/2 - meeting on 30/4/20 at 7:30pm. This meeting will be opened up to others. TR to invite.	TR	Spring 2022
12	Oct / 9b	Identify and approach possible volunteers for Light Factory Update 28/11 – four volunteers Darren Smith and (once a term) Barbra Jarvis, Nanette Hesketh, Tim Robb. Carry forward to identify further volunteers	ALL	Autumn 2021
14	Oct / 11b	Ongoing actions relating to lighting systems Update 26/2 – LED lighting fitted on the screen at the back of church	DH	Summer 2021
27	Nov / 11f	Update risk assessment with addition activities identified and ensure consistency of risk assessment for each area Update 26/2 - Ongoing - there has been some progress	EJ + Others	Summer 2021
33	Jan / 9b	SEND Project ML offered to help Liz Faulkner with funding applications Update 26/3 - ML has spoken to Liz. Liz will contact ML Update 21/1/21 – with Liz on Adoption Leave until late Autumn 2021, this is delayed to Spring 2022.	ML	Spring 2022
44	Feb / 9a	Safeguarding Update 21/1/21 Risk Assessments for Young People activities to be presented at 2022 PCC Away Day	JG	Spring 2022
50	April / 10b May / 8b	Future Developments EJ - DAC need a business case justifying expansion of the church hall. EJ to bring back updated Development documents with figures for architectural drawings	EJ	Summer 2021
55	June / 8b	Church Streaming Options Update 5/11 – An application to a Trust for funding of cameras has been made. Awaiting response.	TR	Spring 2021
56	Jan / 8c	Suspension of Attended Services Attendance Services have been suspended for now. Services will be reinstated when circumstances allow.	Standing Committee / PCC	Spring 2021
57	Jan / 9b	Creation Care Group Exploring Solar Panels and 'Green initiatives' to help the church moved towards net-Zero	Creation Care Group	Summer 2021
58	Feb / 6	Finance: Change to Staff Contracts Staff contracts of employment to state that staff pay will either be the agreed hourly rate or National Living Wage, whichever is higher. Update 25/3: EJ has issued amended contracts to two staff members, so this action is 50% complete.	EJ & TR	Summer 2021

59	Feb / 9a	Kitchen Proposal Agreed to take forward via a Gift Day	TR	Summer 2021
60	Feb / 9d	Creation Care: Quiet Area Area to be taken forward with Circular Paved Area & Wooden Benches	CC Group & TR	Summer 2021
61	Mar / 4	Deanery Pastoral Committee Minutes TR to ask Church rep (RP) if the PCC can gain sight of this committee's minutes to know what's going on the Deanery	TR	Summer 2021
62	Mar / 10c	Diocesan Youth Report JG to circulate report recently produced by the Diocese	JG	Summer 2021
63	Mar / 11	Quinquennial Inspection EJ to book 5 yearly inspection due in November this year	EJ	Autumn 2021