

PARISH OF ST MICHAEL'S, TILEHURST
Parochial Church Council
Minutes of the meeting held on Monday, 22nd September 2014

Those present:

John Rogers (Chairman)	Roger Toms	Sally Cairns
Joan Crossman	Rosemary Cooper	Janet Fagg
Caroline Heron	Denise Easteal	Laurie Haseler
Harry Dykes	Jenny Foakes	Alison Murray
Jane Masson	Trevor Greaves	

Apologies:

Patrick Woodlock	Sheila Parker-Boyes	Pat MacDonald
Alan Rutter		

The meeting opened with prayers

Substantive item – Our vision for the next 5 years – how do we progress?

The Rector asked that the PCC debate about the process of achieving this, not the vision and how we can progress.

A lively discussion took place with many ideas forming. The 3 points of St Michael's vision were revisited, as were the 5 marks of mission. It seems a good idea to make 5 things happen in 5 years, the ultimate goal being to get members of the congregation to sign up to saying "what should I do", not how are we going to do it – we all need to take responsibility for ourselves. It was recognised that culture of the world is changing but the Rector quoted a saying that even from the early church we have always lived in modern times. He was encouraged by the number of new people who are now regularly worshipping at St Michael's and praised the initiative of the Welcomers.

DE was able summarise the debate with the following key points

1. Agree key messages on what we are trying to achieve – re-visiting the three parts of our vision and the 5 marks of mission
2. The Rector and the team to preach about what we are trying to achieve within the process
3. Use all channels of communication so that everyone is aware
 - a. Newsletter sent out by Area Contacts
 - b. Parish News
 - c. Pew Notice
 - d. Posters
4. Facilitate focus groups during sermon time, after 9.30 service or any other suitable time, writing down ideas or use post it notes
5. Distribute questionnaire in church and by e mail
6. Set up a Task Group to gather ideas and group into themes – pick 5 priority themes/activities
7. Get people to sign a pledge card to commit personally
8. Plan how we measure our progress annually
9. Have service to celebrate and to ask God's blessing on the work being offered to be done

Finance

The Rector acknowledged the amount of time that Patrick and Caroline had given to the figures. The new finance package has been purchased and being put in place. They are now looking at a forecast based on 1st 6 months' figures. Our cash commitments will be met but there could be a negative hole of some £18000 based on paying the full parish share. There is further work to be done after the September figures are in but a meaningful forecast should be available for the November PCC. This will enable the budget for 2015 to be prepared and agreed. Our income/expenditure and ongoing balance will be monitored closely

The Rector asked the PCC to formally record a vote of thanks to Pauline for the enormous amount of work she had done over the past few years and thanked the meeting for accepting Patrick into the role of Treasurer, [he now becomes an Ex- officio member of the PCC]

Other Tabled Reports

Minutes from Standing Committee, Events Committee and 2 Fabric meetings had been circulated

No comments were raised

Lay Duty Guidelines

2 lively meetings for Lay Duty Guidelines have been held which people appreciated. Thanks to Rosa and the Churchwardens for all the work they have done to produce the booklet.

Bishop's Licence for Lay Administration of Communion

The list for Lay Administration of Communion has to be updated every two years and submitted to the Bishop. All licensed people can give the host and the chalice, give home communion including Chimney Court, but cannot take a service using the reserve sacrament.

The following was agreed

To be added – Sally Cairns

To be removed – George Garvey, Rodney Hallam, Betty Jackson and Caroline Rutter (to be left on list as Caroline Heron)

All in favour

Intinction at Communion

The Rector had received an instruction from the Bishop that Intinction should no longer take place. Following a discussion between them, it was agreed that St Michael's would continue their current practice.

Phone calls to the Rector

The Rector advised the meeting that he had been receiving phone calls using extremely offensive language with a threat to life and property. The police have been informed, the caller traced and a harassment order issued to the caller. Since this action he has had no further calls. It was noted that clergy are always in a vulnerable position

Updates from previous meetings

Mission – The Bishop has been advocating a new book by the American author, Patrick Keifert entitled – Here we are now – development of our Vision. The Rector and AR will look at this and possibly join an Archdeaconry pilot scheme. If our Vision is developed, other mission work will follow.

Restoration – outstanding items – all still outstanding and will be for some time

Roof update – The roof is progressing at a pace and looks magnificent. The work should be finished within the next 4 weeks. There will be no work over the Festival weekend. The recommendations agreed at the PCC meeting of 24/8/14 have been implemented with the exception of the cleaning of the East Window (as agreed). A problem was discovered with the roof over the boiler house which has resulted in dust in the boiler house which may contain asbestos. A sign will be put up, the boiler house will be fully cleaned by the Contractor

Churchyard closure – A letter has gone to all funeral directors and ministers. Approval for closure has been received from West Berks, confirming they will take over the maintenance of the “new” churchyard. Still waiting to hear from RBC.

Churchyard – reaction from bereaved families – the notices around the churchyard have produced “interesting” responses, mostly pleasant and the Rector is dealing with the matter respectfully.

Churchyard – Authorisation of Monuments – this item continues to be handled by the Assistant Area Dean. If a monument is deemed unsuitable, a faculty will be obtained for removal.

Churchyard – War Grave Plaque – Faculty has been applied for, subject to public notice

Church Hall – bookings – Jackie Marsh has agreed to take over all bookings. Look to review all fees in November

Church Hall – floor – the flooring supplier has visited and has confirmed the flooring was installed correctly. The problem appears to come from water from the roof seeping under the floor from outside.

Training on Sound System – this will be done on Sunday, 12th October after the 9.30 service

Safeguarding – there needs to be an official record kept of all people visiting parishioners in their own homes. SC is buying a diary to be kept in the office and she will advise everyone of the need to keep records up to date. If anyone picks up on anything that may concern a vulnerable adult it must be reported.

Book of recorded work done in the church – the Churchwardens are working on this, it is on the next Fabric committee agenda

Terrier, Inventory – a huge amount of progress has been made in preparing the inventory. The last time this was done was in 1999 so this is a massive undertaking. The Rector and Churchwardens will look at the booklet “Save it or Bin it” to confirm the length of time records for the church, including records of individual groups and committees, have to be kept or archived. The Terrier/Inventory should be presented to the PCC in each calendar year and be displayed on the table at the APCM

In case of fire – PCC roles/ extinguishers – covered in lay duties guidelines booklet

Correspondence

Rector – following the Grand day Out which was fantastic, he has received an invitation to Bishop John's final Eucharist on 30th October. If anyone would like to go, please let him know.

JC – invitation for Deanery Synod members to attend the Reverend Canon Jonathan Witmore's retirement celebrations

JC – an e mail relating to re-calculating the Parish share which Deanery Synod have approved

PmacD – she advises that a further mower is in need of repair and all may need replacing next year – this needs to be included in the budget for 2015

Minutes of the meetings held on 22nd July 2014 and 24th August 2014

The minutes of the above meetings were accepted as a true record, subject to 1 amendment:

22/07/14 – Marketing folder – 500 to be printed

Proposed by JM, seconded by Jfa. All in favour

Matters arising not covered on the Agenda

New boiler in kitchen – LH looking at the problem and the costs

AOB

Rector – a huge effort, planning etc has gone into Patronal Festival, so hope will get lots of support. The posters in the Morlais corridor need to be removed and the windows cleaned and the Rector asked if anyone had time to assist before Friday (HD volunteered)

RT – Re Pauline – we have said and recorded nice words of thanks but how will she know. JC to send thank-you card

RT – Neil Curtis has been paid £3500 which is ½ year fees. He has offered to take a payment of £600 per cut for the rest of this year (possibly 3 more cuts) All in favour
In view of the closure, an amended contract will be prepared for 2015

TG – Men's Breakfast on 18th October, details on notice board, sorry, men only.

LH – Working party also on 18th October – ladies welcome to come along!!

The meeting closed at 9.30pm with the Grace

Date of next meeting – Tuesday, 21st October (RT to Chair)