

PARISH OF ST MICHAEL'S, TILEHURST
Parochial Church Council
Minutes of the meeting held on Tuesday, 28th July 2015

Those present:

John Rogers (Chairman)	Sally Cairns	John Morris
Joan Crossman	Jane Masson	Alison Murray
Sue Stevenson	Trevor Greaves	Glenis Kerr Elliott
Pat MacDonald	Janet Fagg	Sozzie Kazumisoke
Fiona Vince	Russell Vince	Jenny Foakes
Denise Easteal		

Apologies: (3)

Patrick Woodlock	Rosemary Cooper	Caroline Heron
Harry Dykes	Liz Fagg	

Welcome (1)

The Rector opened the meeting with prayers

Opening Reading (2)

The opening reading was read by Glenis and taken from the book of Romans as she felt it followed on from Caroline's reading at the last meeting.

Substantive item: What next? 5 Marks of Mission (4)

CH had sent JC an email advising the meeting that there was little change since the last PCC meeting but included a few reminders. (Copy of CH's email attached)

Finance (5)

Half Year Accounts (5.1) – The half year accounts had been circulated. Attention was drawn to the significant variances of income over budget relating to the Church Hall and Funeral income but that the budget figure shown is for the whole year. The expense figures comes in within £77 of budget and the income exceeds our half year budget by £12,000. A discussion followed on the increase in the number of funerals at St Michael's and whether the restoration has had an impact on this – probably not but St Michael's is a church that makes everyone feel welcome.

Internet Banking and Mandate (5.2 and 5.3) – There has been massive problems with the bank in obtaining the new mandate for John Morris to become a signatory which has made Rector, Churchwardens and Treasurer mindful to move to internet banking. It was confirmed that internet banking will still allow for 2 people to sign cheques above a certain amount. **The Rector put a proposal to the PCC that St Michael's move to internet banking – approved . He also proposed that Rosa Bardwell be added as a further signatory to the account. Also approved unanimously**

Tabled Reports (6)

Events (6.1) – The Rector thanked the events committee for the excellent BBQ last Saturday and asked that the date for the Skittles evening (10th October) be put in the diary

Church Hall (6.2) - 2 sets of minutes – points raised – the new doors are in hand and the keys are cut. The Rector has a meeting in August re the floor in room 3 but feels that the problem cannot be agreed until another Winter has passed to see if the bubbling is still apparent. Posters for the All Age Worship will be put up in the Hall by SC and Colin.

Stewardship (6.3) – The Rector asked that we exercise our minds for a new Chairperson for the Stewardship Committee. Please talk to him or Denise

Minutes of the meetings held on 08/06/15 and 02/07/15 (12)

The Rector asked that these be agreed as an accurate and true record before going to item 7 on the Agenda. All agreed
(Item 12 will be put at this point on the Agenda for future meetings)

Updates from previous meetings (7)

See action points – significant changes below:

Restoration – outstanding items – the Faculty for the agreed works has been submitted to the DAC and passed by the committee and their certificate of approval appended. It has now been sent to the Registry for the Chancellor's attention. He is very busy at present but it should be looked at this week. The Rector advised the PCC that he had declined going ahead with the work before formal faculty approval. All in agreement. The flintwork needs to be done during good weather and scaffolding needs to be erected when there are no weddings booked. (between 01/08/15 and 15/09/15) If all goes well the work should be started within the next couple of weeks, but the South Porch may be delayed until October

Sound Desk – JM, her husband and Laurie Haseler are in the process of making a "temporary" housing for the sound desk but the quality of this may make it a permanent fixture!

Sound System – The unit on the lectern has been changed together with the frequency and the problems appear to have been solved. Please keep fingers crossed and pray!. Also please note any circumstances that cause problems and tell JM

Churchyard closure – faculty going ahead

Terms of Reference for church hall committee – this was circulated with the Agenda and the Rector asked for any questions. This document was endorsed by the PCC and 2 copies signed – one for the church hall committee and one for the PCC secretary

Distribute fundraising letter – this has been done and Oliver is now approaching businesses for sponsors for the clock repairs. The fund raising balance sheet has not significantly changed.

Book of Monuments – next meeting

Barbara Gray's retirement – Barbara was given a framed photograph and some John Lewis vouchers. The collection raised sufficient monies, no cost to the church

At this point the Rector officially confirmed Rosa Bardwell as the new parish secretary and advised of the amazing transformation of the office. She is doing a good job of bossing the Rector around but he is looking after her through her initial period. The Rector and churchwardens re-visited the Statement of Particulars of Employment which is basically the same as Barbara's but has been tweaked to incorporate compliance with the new pension legislation, the probationary period and the living wage. A formal vote was taken for the Rector to sign the document on behalf of the PCC. [For members information an updated version of this and the revised Job Description is attached]

Pastoral Care – DBS checking (8)

This item should stay on the Agenda

It was noted that once a person is approved, they may go on line and be issued with a code which is valid for other organisations. JFo is on a safeguarding course on 31/10/15 and will report back

Marketing Group (9)

JFa has agreed to design some cards for sending to people on the first anniversary of their wedding/baptism

Patronal Festival (10)

JC and AM advised the PCC of the email from Eileen White concerning the activities for the Patronal festival. The Events team had not been asked to contribute and she was concerned about the details. After much discussion it was decided to delay the marriage theme until next year as there was little time to prepare things. There will be a Parish lunch and Michael Crowther-Green has been asked to officiate at the 9.30 service. Nothing else to be arranged. The Events committee may be asked to slot in a marriage celebration event next Spring

Correspondence (11)

Bates Memorial – The Rector advised that there has been various problems with this memorial and lots of e mails between himself, the Asst Area Dean and the family. A faculty may be needed for the positioning of the memorial which will be the stonemasons' responsibility

Invitation to the licencing and installation of the new incumbent at St Peter's church, Earley – JC will put details on the notice board

E Mail from Giles re bells – Giles is becoming increasingly concerned about the bells as they are getting difficult to ring. They are doing a report which will be brought to the PCC in due course.

Matters arising not covered on the Agenda (13)

None

AOB (14)

PMacD – will be presenting a bill for various new taps in the near future.
It was noted that there is a need to review the whole heating system.

JM – Has a bereavement service been arranged this year – (ACTION – RECTOR)
[Subsequently agreed for 1/11/15]

SC – Asked for prayers for Brenda Hayden who is now very poorly.

JC – Also asked for a prayer for Jean Ebdon who sadly passed away last week who was a member of the PCC for a long time

Date of next meeting (15)

Tuesday 22nd September 2015

The meeting closed with the Grace at 9.10pm

Joan

Many thanks for the details of the PCC meeting on Tuesday July 28th. As I mentioned at the last meeting I am unlikely to be able to attend as I am scheduled to have an operation on the Monday - if I feel ok to come I will, but I might find it more appropriate to stay at home.

I notice that you have a substantive item on the agenda for me to report on What Next. There is little really to add to the report provided for the meeting on 2nd June. Perhaps just a reminder that:

a) We are working towards meetings on August 10th and September 1st to brief the preaching team and Giles Winter (music). Giles is now unfortunately unable to attend - just waiting to hear whether he would like to send a representative, or whether he would prefer to be updated separately - and 2 of the preaching team are still not in a position to be able to confirm attendance.

b) Catherine Morris, who, as previously reported, has agreed to facilitate the parish day in November, will meet with the core team on 7th September to prepare for that session.

c) The PCC's support for these activities continues to be pivotal, and therefore the PCC members continue to be asked to prayerfully plan their attendance at these sessions and encourage others to also attend. I include the dates as last time for ease of reference:

Item	Dates
Introductory Service & Sermon	4 th October 2015 (all services) & 7 th October 2015 (Wednesday service)
First Service & Mark 1 Sermon	11 th October 2015 (all services) & 14 th October 2015 (Wednesday service)
Second Service & Mark 2 Sermon	18 th October 2015 (all services) & 21 st October 2015 (Wednesday service)
Third Service & Mark 3 Sermon	25 th October 2015 (all services) & 28 th October 2015 (Wednesday service)
Fourth Service & Mark 4 Sermon	1 st November 2015 (all services) & 4 th November 2015 (Wednesday service)
Fifth Service & Mark 5 Sermon	8 th November 2015 (all services) & 11 th November 2015 (Wednesday service)
Parish Half Day	28 th November am

Caroline

Action Points			
Action Date	Item	Who by	Status
2014	Restoration –outstanding items, Clock, Tower, Organ Surround, Control Desk	Core Group	Pending
2014	Rector’s Board	Architect/Contractor	Rector to confirm with Pat Andrews that funding in place
2014	Lighting	Architect/Contractor	Outstanding
2014	Sound System,	Fabric Committee	Progress being made
2014	Flint work	Architect/Contractor	Start June/July 2015
2014	Clean Entrance porch (South)	Architect/Contractor	Outstanding
2014	Churchyard Closure	Churchyard Committee	6 – 8 spaces left Faculty going ahead
2014	Churchyard – Removing adornments prescribed by Regulations	Churchyard Committee	Faculty now sent
2014	Churchyard - War Graves Plaque -	Churchyard Committee	Faculty approved chasing installer
2014	Church Hall, Bookings and use, Rm 3	Church Hall Committee	To be reviewed May 2016
2014	Terms of reference for church hall Committee	Church Hall Committee	Circulated
2014	Michael Crowther Green – 55 years	Rector	Ongoing
2015-1	Print the PCC responsibilities document and circulate it	DE	Complete
2015-1	Review remits of certain sub committees for next year’s APCM booklet is produced.	Rector and JC	New
2015-1	Recruiting of sides persons	SC	Ongoing
2015-1	Clarification when the quinquennial report is due.	RECTOR	Next year
2015-1	Anyone willing to do a reading at Beginning of PCC meetings to email JC.	All	September - JM
2015-2	What next –Parish Day lunch	AM and JC	To be arranged
2015-2	Sound System – note on pew notice	Rector	Done
2015-2	Book of monuments	SC	To be brought to next PCC meeting
2015-2	The Link disbursement of funds	JC	Done
2015-2	Barbara Gray Retirement	SC	Done
2015-2	Coffee Rota	JFa	Moving forward
2015-3	Clock Repairs	Oliver Jenks	Sponsors approached

2015-3	Bereavement Service 2015	Rector	Subsequently arranged for 1/11/15
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