

# BIRSTALL AND WANLIP PAROCHIAL CHURCH COUNCIL

## Minutes of meeting held on Wednesday 10th March 2015 Held at St James the Great Church, Birstall.

**Present:** Rev Vince Jupp (chair) Nicki Wills, Tony Bloxam, Dorothy Wakefield, Debbie Shephard, Elaine White, Cicely Plumb, John Ward, Janet Waters, Leigh Reid, Lesley Walton, Sandra Robinson, Beryl McHugh, Alistair McHugh, Sheryl Jupp (taking minutes)

**Apologies:** Rev Anne Crosby, Bert Tegg, Marion Tegg, Mary Bruce, Gill Pope

The meeting was opened in prayer.

### **1) Minutes from the previous meeting**

The minutes of the last meeting on 12<sup>th</sup> November 2014 were accepted unanimously as a true and accurate account of the meeting and were duly signed.

### **2) Matters arising from the minutes**

Garner family bench request: This has been approved by the DAC; the Garner family have been advised and asked to advise us when they hope to start the work.

### **3) Mission and Evangelism**

Vince reported that this is taking on a new dynamic. He explained how the Vision Group turned into the Mission Group and this group has come to an end with the appointment of Stephen. It has been decided that instead of forming another group that one person will be aware of all the different strands of mission going on in all the various groups in our churches, and they would ask these groups for updates on the mission they are doing, to encourage, to resource etc. Vince said that at the moment this might be one of his hats, but there might be someone else who is interested in taking on this role.

Vince went on to report that John had raised the question a couple of times at the Church Wardens Meetings about looking again at all the different sub groups that meet across the church life and look at them again and perhaps develop a new structure and out of this it can be discerned how to do new mission support, co-ordination etc.

### **4) Finance**

#### **a. Accounts to be accepted and sent for audit.**

Nicki explained that due to unforeseen circumstances the accounts are not available to be ratified. They should be available by the weekend and will then be sent out via email/post/hand delivered. PCC members will then have until Friday 20<sup>th</sup> to let her know of any queries. Vince worded a proposition that unless we hear to the contrary, if we have not heard anything by 20<sup>th</sup> March, then you are by default ratifying the accounts.

Proposed by Tony Bloxam

Seconded by John Ward

The proposal was put to the meeting and all were in favour.

Nicki then explained that she has had a meeting with John Orridge and has purchased a new accounting package for £159, and as we had been quick to respond in buying this package, the diocese has refunded this amount in full. Nicki has also purchased another package which will enable one off donations, the plate donations, gift aid, etc to be easily dealt with, it will also produce thank you letters, and is linked to directly to the HMRC for £159.

Nicki went on to explain that at a Finance and Standing Meeting she was tasked with the job of finding ways to save money, part of that was to do with our charitable giving.

## **b. Charitable Giving spread for 2015.**

Nicki reported that previous charity giving has looked at, and that over the last 3 years £6000 has been allocated to various charities. A review of the identifiable donations over the past two years shows that this giving is in excess of £2000 per year and on the assumption that the same will happen for 2015 the following charitable donations are offered for your consideration.

- CMS £1500.00
- Us £1000.00
- Uruguay £500
- Bethany £600.00
- City of Sanctuary £300.00 (in lieu of Carpenters Arms)
- Air Ambulance £200.00 (in lieu of LOROS)
- Launde Abbey £150.00
- Street Pastors £150.00
- Guild of bell ringers £25.00

Which is a total of £4425.00

Assuming similar contributions from miscellaneous charitable events in 2015 of £2000.00 the overall giving will be £6425.00. It was proposed that we adopt these charities to give the above amounts to.

Proposed by Sandra Robinson

Seconded by Beryl McHugh

All were in favour apart from one abstention.

## **c. Honoraria**

Nicki explained that as part of the job at looking at saving money she looked at every possible way at which we could look at possibly reducing costs. One of the items that stood out was the honoraria. An honorarium is usually a small amount of money given to someone for a service for which no official charge is made. This is the dictionary definition. Currently our churches are giving two separate honorariums. Which is gifted each year, but there is no real record of why or when these were started has been found.

Nicki asked the question: Is this still a justifiable expense that we are paying for? We give one honorarium which in 2014 came to £781.83 to the verger, for verging duties on a Sunday. Nicki explained to the PCC that for verger duties for funerals and weddings there is an extra payment, these are not included in the honorarium. The other honorarium given is £120 to the bell ringers.

Nicki then asked for the PCC if this would this be an area we could possibly look at reducing or finishing. A lengthy discussion then took place, about what happens in other parishes, it was pointed out that the verger's honorarium is only paid for duties at St James; it is only paid to one of the vergers for duties on a Sunday. Other jobs the verger does e.g. weddings, funerals and cleaning are paid for separately. It was pointed out by a member of the PCC that it seems a large amount to pay when others to roles in the church for free.

It was proposed that in view of our current situation all honoraria paid historically by the PCC cease with immediate effect.

Proposed: John Ward

Seconded: Alistair McHugh

This received unanimous agreement.

**Action:** Vince to write to Kate and Clive Mobbs

Tony raised the question that in previous year's accounts the fee for general honoraria was in the £1000's and asked how this figure was reached. It was explained by Vince that Alan had lumped all the payments to the verger, bell ringers, organist etc. for fees paid for weddings and funerals were added together to reach this amount.

Nicki went on to explain that with the new software package she will be able to break down costs to the penny and will have a much better understanding of how the church is running.

When she bought this package she was asked if we wanted to join a website called Parish Buying. There is a £20 one off cost for joining and will then look at what energy we are using and we will be able to buy the energy we use through this site at a reduced price.

**Action:** Nicki will look at this and take it to the next Finance and Standing Committee; she said she will hopefully have more information about this at the meeting after the APCM.

#### **d. Barclays Bank**

Nicki reported that she has sent a letter of complaint to Barclays Bank about how the changeover of treasurers was handled by them and has received a phone call back from them, and they have agreed that we were treated unacceptable; they are in the process of getting us a new business manager and have offered us £265 in compensation. Vince congratulated her on her resilience over the issues caused by the problems caused by the Bank and thanked her for tonight for being so professional and efficient.

#### **5) Reports in brief**

**Social:** Sandra reported that the Social Events diary is now out and they meet again next week.

**Music and Worship:** The minutes for this committee have previously been circulated. John Ward pointed out that the 5<sup>th</sup> Sunday in March service at Wanlip will not be a Songs of Praise service, but something else. Tony Bloxam pointed out that we will no longer pay the payment to the RSCM. Beryl has written a letter to the RSCM saying we are not going to pay an extra fee anymore; we are going to use Christopher's membership.

**Sunday School:** A report from the Leaders has previously been circulated. The children's area has had an overhaul, and thanks go out to the Mother's Union, the Maintenance Team and all who made it happen. Nicki stated how nice it looks now. Tony asked if Rose has provided the new carpet. Vince said that it would be noted and he will check it out,

**Action:** Vince to find out who provided the carpet and make sure they are thanked.

**C.P.O.C.:** (Child Protection Oversight Committee), Tony reported that following their last meeting, it was decided it would be an appropriate point to renew the agreement we have between Nick and the church. Tony went on to explain that before they did this they thought it would be a good idea to talk to the Archdeacon and the new Diocesan Safe Guarding Advisor Rachel Spires and he has emailed them to arrange a meeting.

**Action:** Tony to arrange above meeting.

**Hospitality:** Lesley and Sandra reported that lots of positive comments have been received on the updated toilets and thanks were given to those who have worked on them. Tony reported that so far about £1200 has been spent on them so far. Alistair said that he thought we should especially thank Paul Wills for all he did. Vince said that this has been raised before and he has already sent him a letter thanking him. Nicki said that this letter was very well received.

It was reported there are plans to use the kitchen will be used to raise money for charity.

Nicki asked if they had received any feedback after the last film night. Sandra said that the feedback was very positive. Vince recommended 'Hector and the search for happiness' as a possible future film.

**Men's Group:** In Bert's absence Vince reported that the last one was apparently well attended, and Stephen March went along.

**Pioneer Worker:** A report from Stephen has previously been circulated. He has been meeting people, getting out and about, identifying people he would like to work with more closely. Vince said that it is all

going as we wanted it to and that both Stephen and Sharon have been blown away by the welcome they have received, but it is a lonely job, with no structure and he needs lots of encouragement.

Dorothy asked about finding a house for them on Hallam Fields and Vince explained that the Diocese Property Officer has had the house on Oakfield Ave valued and they are looking at suitable properties for the same value.

## **6) Buildings:**

**Birstall** - Toilets: Tony reported that this has already been mentioned.

- Organ Lid: The organ lid repair was in progress and would cost about £40.

**Wanlip** - Church Roof: John reported that the roof has now been repaired.

- Organ: A quote for the damaged caused to the organ has been received for £2100.00.

### **Motion to repair water damaged organ**

It was proposed that the PCC approve the repair to the organ caused by water damage as a consequence of the roof lead theft. The Insurance accept liability for the repair and are agreeable to the quotation from R S Young, Organ Builders. The PCC accepts the quotation from R S Young in the sum of £2100 and instruct the Churchwardens to seek the necessary approval required under the Facility Jurisdiction Measure and then to instruct R S Young to proceed.

Proposed by John Ward

Seconded by Lesley Walton

All were in favour.

John then reported that the Lead will be painted by a new batch of smart water within the next fortnight.

John went on to report that the Palmer memorial had suffered damage over Christmas. It fell off the wall and smashed. John stated that he has written to Charles Palmer Tomkinson and asked him what he wants to do with it. The Diocese said that it as it is his property, and is up to him to repair it.

## **7) Rector's items.**

**Secretary:** Vince reported that we are still looking for someone suitable to fill this role.

### **Separate meeting required to discuss Canon David Whites team proposal from 21<sup>st</sup> Jan 2015**

It was suggested that a separate meeting was held to discuss David White's proposal further which will be on 22<sup>nd</sup> April at 7:30pm at St James.

**Nursery Rhyme Mass:** Vince said that Anne had suggested that this might be used on Easter Sunday for a light communion service. Tony said that it was a good idea but the wrong day. It was decided to have a normal communion setting but an All Together talk. It was stated that this would be a brilliant opportunity to use at another date.

## **8) Deanery**

Lesley reported that there was nothing to report.

## **9) Churches Together**

Tony reported that the Methodists are organising the Good Friday walk of Witness which will end up at St James with tea and hot cross buns.

Tony went on to report that there will be a new chair Peter Moles from the Methodists and that the Anglicans need to find a vice chair.

There will be a coffee morning for Christian Aid with a band in the church followed by soup and a roll on Saturday 2<sup>nd</sup> May. Christian Aid week starts 10<sup>th</sup> May.

The next meeting will be on 8<sup>th</sup> July.

## **10) Correspondence**

A thank you letter has been received from Colin and Audrey our CMS partners.

## **11) A.O.B.**

John pointed out that printing out the reading sheets every week cost £390 every year, and asked if they were really needed. He also pointed out that the readings on the back of the news sheet were for St James, not Wanlip for the following Sunday. A discussion then took place and it was proposed that we do away with the printed readings sheets and use pew bibles.

Proposed by John Ward  
Seconded by Nicki Wills  
There were 3 Abstentions

Vince agreed to put a notice in the pew sheet.

Lesley reported that not everyone could see the hymn numbers on the boards and asked if these could go on the notice sheet. Nicki asked if this could be brought to the next meeting. Tony offered to produce new numbers that are black on white.

**Actions:** This to be brought up at the next meeting.  
Tony to produce new numbers  
Vince to put a notice in the pew sheet

## **12) Date of next meeting: 12<sup>th</sup> May at Wanlip**

The meeting ended with the Grace.