

St Giles' Church West Bridgford

## Parochial Church Council Meeting

12<sup>th</sup> July 2023

### Minutes (draft)

Present: Jonathon Ayers, Lucy Bolt, Barry Clarke, Martin Crew, Michelle Darkin Price, Catherine Elliott, Al Ferraro, Barry Hayman, Christine Hutchings, Chris Lane, Libby Moppett, Roger Ottway, Dizzy Prentice, Peter Rhodes, Sheila Wheaton, Hilary Walters

1. Opening prayers
2. Apologies for absence: Lizzie Battrum, Jude Hill, Sally Poon, Lukas Purves, Sarah Slack, Claire Voce
3. Minutes of meeting 17.5.23 - agreed
4. Appointment of new rector  
Universal delight was expressed. Joanna Seabourne will be licensed on 2<sup>nd</sup> October and will take services thereafter. The Bishop's office will organise the service with input from St Giles'. This will not be a Communion service.  
JS has liaised with builders re the refurbishment of the rectory. Contractors will be in from 17<sup>th</sup> July and no-one should enter without a written permit (H&S).  
JS's husband is a curate. We do not yet know where he will be based. It was noted that funding for curates is provided centrally so there will be no financial implications for his move.  
**Action: AF, JH to contact diocese, JS as necessary.**
5. Matters arising
  - a) Environment: we would make collections at morning services next Sunday for Time to Plant.  
**Action: HAW to ask CS to publicise**  
  
Eco church: Barry C had begun to gather a group to work on this. PR had worked through a questionnaire to examine the current situation re buildings.  
**Action: BC to convene group and report at next meeting.**
  - b) Car park: Brendan is pricing the installation of a bigger gully to drain more effectively (see separate report).  
Illegal parking: we could use a permit system similar to that used at Lutterell Hall. BS was getting clearer signs.  
**Action: JA to contact Lutterell Hall to see how they manage permits.**
  - c) Buildings: see separate report. Stonework repairs had been completed and paid for. BS had asked Hudson Roofing to do the repairs to the lead.

Lighting: the four lights at the front of the nave had been replaced. Thanks were expressed to BS, JA and MC

We need to organise a 'spring' clean.

**Action: AF, JH to organise a 'spring' clean in September.**

- d) Outreach and Mission: see separate report from Johanna.  
**Action: please send any comments to the O&M team.**  
Neon cross: this had been removed and is stored in the tower.  
**Action: JH to investigate the display at Calverton to see how they have managed it.**
- e) Website: a link had been circulated and comments addressed. Our contract with the current provider runs out in January; we might look at an alternative provider thereafter. A live calendar on the Home page would be very useful but this would incur an extra cost. Church Suite could provide this; we subscribe to one module and we should check whether there is a discount for subscribing to further modules. It was noted that Church Suite is based in Nottingham and run by someone with links to St Giles. After some discussion we agreed (Proposed: BH, seconded: SW; all agreed except one (abstained)) to go live as soon as possible; if we do this quietly PCC members will be able to check the site and correct any problems before it is widely noticed. Thanks were expressed to JA, BH and the team.  
**Action: JA to liaise with CS and go live asap. All to check website when it is live.**
- f) The Bereavement Journey: we presumed that this would in the first instance be a small pilot study for congregation members, although we could draw people's attention to it at funerals. We felt that rather than asking for volunteers, Christine C should approach directly people she thought would be suitable; Daphne would be able to advise. As regards cost, we suggested that no charge should be made for the course but that guests would be invited to make a donation, perhaps at the end of the course.  
**Action: HAW to pass on this information to CC; Bereavement group to continue with the project.**
- g) Electoral Roll Officer: BC had agreed to take this on. Thanks were expressed.  
Funding Officer: CL and CS have been considering various options for IT solutions. These may involve Church Suite  
**Action: CL to continue to investigate**
- h) Shed in garden: we do not need a Faculty or Planning Permission. There would be demolition of some planting. Cost would be about £1500, although Sylvia James wished to contribute. A plaque to acknowledge this would be erected nearby.  
**Action: Buildings Group to install. JA to liaise with Neil Sutcliffe.**  
Some tidying up had been done. The skip had now gone. Keith intends to tidy BB equipment over the holiday.
- i) Visitor's Guide to church: BH has produced posters with QR codes that link to the West Bridgford and District Local History Society and Southwell and Nottingham Church History Project.  
[St Giles Tour \(bridgfordhistory.org\)](http://bridgfordhistory.org)

[West Bridgford - Introduction \(nottingham.ac.uk\)](http://nottingham.ac.uk)

Action: HAW to put up QR codes

6. Finance: CL had circulated a report. We were broadly in line with budget. Planned giving was a little down, but Gift Aid was higher than expected; there had been significant expenses on fabric. CS had queried the confused bills that we have received from our utilities provider and a refund was expected. We should be aware of people who may be in financial difficulties and offer what help we can.  
Action: CL to consult Daphne to identify congregation members in need.

Autumn Giving/ Renewal Campaign: we agreed to link this to Harvest and talk to congregations on 17<sup>th</sup> September. We should point out that people may need to reduce their giving depending on their personal circumstances; a small regular decrease helps our budgeting more than sudden complete halt to giving.

Action: CL to deal

CL had attended a meeting of church treasurers. In general churches were getting by, although there was a wide range of relative wealth. Parish Share was discussed. This year so far the Deanery has paid 42% of the amount requested. A shortfall of £100k across the deanery was expected, although West Bingham is the only deanery in the diocese which is now paying more than in 2017. There was a desire to understand what parishes considered to be more important than Parish Share – investing in children and young people was one priority. We would be interested to hear what the Diocese's priorities are for comparison.

Thanks were expressed to CL.

7. Safeguarding: almost everyone had completed the Domestic Abuse module and had signed the Code of Conduct.

The Role Description for PCC members had been circulated and stressed the importance of Safeguarding. AF underlined this.

Thanks were expressed to DP.

Action: last few members to complete as necessary and inform DP.

8. Communion: we discussed whether to return to the traditional way of administering wine. AF would consult the Diocese for advice and we would aim to make a decision (by email consultation if necessary) by 1<sup>st</sup> September.  
Action: AF to deal

9. AOB

- a) Thanks have been received from Rafiki Thabo (Ha Fusi) and Christian Aid.
- b) Commonwealth War Grave sign has been fixed beside the entrance to church yard on Church Drive.

- c) We discussed purchase of a rechargeable carpet sweeper. If we get one, it should be a commercial not domestic one. The cost would be in the region of £650. We agreed to defer this and note how often we would have used it.
  
- d) Fraud: we noted an instance of fraud involving a church treasurer. CL was confident that the system of dual signatories provides strong protection for us. We do however need a cash handling protocol.  
**Action: CL to deal**
  
- e) Furniture in rectory garage: a few items had been left. We would give these away as appropriate. CS was dealing.

Dates of future meetings:

Normally third Wednesday of the month

20<sup>th</sup> September 2023

15<sup>th</sup> November 2023

17<sup>th</sup> January 2024

20<sup>th</sup> March 2024

April 2024: AGM tbc