

Minutes of the PCC Meeting on March 9th. 2015

Communion was celebrated in the Lady Chapel at 7pm.

Apologies:-

Steph Hills	Emma White
Simon Harrison	Roger Beer
Hilary Todd	

Attendance:-

Dave Allin	George Hexter
Avril Pattinson	Richard Barnes
Adrian Hewitt	Lizzy Hewitt
Sarah Watts (Thomas Westcott)	
Bill Pattinson	Tom Honey
Mary Kirkland	Keith Postlethwaite

Minutes of the last meeting - December 8th 2014

The minutes were reviewed and no problems identified. They were adopted as an accurate record of the meeting and will be published on the web site.

Proposed - Dave Allin

Seconded - Avril Pattinson

Unanimous approval.

Matters Arising

Nothing identified as not already on the agenda.

Accounts for 2014

Sarah explained the basic layout of the accounts and the key figures reported. Various points were raised concerning the way that grants, as one off income and expenditure often spread over two years, have a confusing effect on the presentation of the accounts and how they are interpreted.

It was highlighted that should income in one year exceed £500,000 the cost of auditing will rise as a more extensive exercise is needed. This will be a potential issue for 2015 and 2016.

Minor changes made to the report concerning the complement of the standing committee, the notes on tax recovery and one misspelt name.

No figures were changed and it was agreed the PCC could vote to adopt the report.

Proposed - Bill Pattinson

Seconded - Richard Barnes

Thanks were extended to everyone involved in managing and reporting on the accounts, and to Sarah for her time.

Sarah will be invited to the APCM preparatory meeting next year.

Articles of Enquiry

The partially completed Archdeacon's visitation annual questionnaire was presented for discussion and completion of the section requesting PCC input. Three issues directly for the PCC and one general question were discussed.

1. Areas of training desired

Here the issue of giving and stewardship were raised. In particular the efforts required by the treasurer to handle items such as tax recovery.

2. Encouraging aspects of the past year

The positive outcome of the St. Michael's organ and Peregrine project has had good side effects, such as the active social committee. The transformation and repair project at St. David's has the same potential to unify and invigorate the congregation.

3. Discouraging aspects of the past year

The increase in the common fund of 6% is not sustainable over time. The heavy burden of the DAC, EH, and other bodies all requiring effort without funding are a major concern.

At St. Michael's the reduction in available non stipendiary clergy capacity in the last year, due to death, illness and retirements, is of great concern. Tom is seeking assistance from retired clergy to ensure we have the capacity to sustain the historic level of services. In addition a new curate will be joining us in September - Christopher Durrant

4. Other matters to raise.

None were identified.

Parish Safeguarding Policy

The new draft policy was presented for approval. It will, after agreement, be published in the church, on the website and for those in post to refer to. This will go towards heightening awareness of the issues surrounding vulnerable members of the congregation and how we deal with reducing risks.

Paragraph 9 refers to the need for transparency when considering anyone for a post that will interact with vulnerable people. We need to be aware of any significant history in members of the congregation so that appropriate support is offered to them.

A Job description and person specification is being drawn up to establish a clear pathway in appointing the required representatives in the near future. This will be available at the next PCC meeting.

In paragraph 5 there is a typing error - it should read "we will seek". Training is taking place at St. David's Church 7-9.30pm on the 16th March for anyone interested.

Following discussion the paper was proposed for adoption.

Proposed by Adrian Hewitt

Seconded by Bill Pattinson

All approved

Finances

St. Michael's - There is £11,000 in the current account. The organ fund is almost depleted as expected with the project complete. There is a need for a stewardship campaign as there has been a reduction of £3,000 in giving this year due to deaths and leavers.

St. David's - There was a verbal update from Dave Allin, who reported no significant change. Bills are now arriving to the sum of £15,000 concerning the development phase of the Transformation project.

There is a need for a stewardship campaign soon to encourage an increase in regular giving as this is slowly declining as members of the congregation leave or die.

The Wreford's Close account is in credit by £9,744.

Thanks were extended to the Treasurers over the year and to Geoff Crockett.

Tom reported that St. David's has received £1,000 from John Hughes will, sent by his parents.

The Social committee at St. David's are planning fundraising events.

Fabric Report

St. Michael's - George Hexter reported that St. Clement's chapel is now in use. A shed has been purchased and is available for the storage of items such as the scaffolding tower. There is money available to hang the Rood donated by a church in Plymouth.

St. David's - Dave Allin reported that we need planning permission to reinstall the gates which has delayed their arrival. Please see Dave's fabric report as an attachment.

St. Michael's Organ Project

This is now 98% complete and HLF has granted an extension to the completion. Final invoices need to be submitted and an external display board erected to advertise the HLF involvement. Final checks need to be made as to whether planning permission is necessary.

On the financial side £59,000 has been paid out and £56,000 has been received, and there will be a final payment from HLF on completion of the project and this will bring it into a small surplus.

Peregrines - there has been a problem with the computer. This needs to be rectified in readiness for egg laying.

Adrian proposed a motion thanking all those involved with the success of the organ project. It was acknowledged that Richard Barnes has done an enormous amount of work on the project.

The committee agreed unanimously.

St. David's Transformation Project

There is ongoing discussion on how to balance the use of the building to ensure we have enough income but without compromising the use of the space for worship in all its forms.

A test mock up pew, half the length of the existing pews with a sloping seat and higher back has been made and is in the church for everyone to review. The conversion of one real pew is now underway and English Heritage are positive about this.

We are waiting to hear if the kitchen design has also received EH support. The new boiler for the heating will be installed in the North Tower to avoid any loss of space elsewhere.

Grants - Pennon wish to have a more detailed budget and design documents by 19th. March. It is critical to get a positive response from them, as we will not get any further HLF funds until we have significant partner funding. The £70,000 requested forms a critical part of this. £30,000 has been applied for from Devon Contract Waste.

We have identified that we can reduce some costs by doing some work ourselves. Examples are taking up the wooden block floor.

It has been confirmed that there are no obvious resident bats.

Next Meeting is the APCM

Dave will field questions on finances as both Adrian and Barbara are unavailable that day.

Copies of the accounts will be available in church 3 weeks before the meeting and this will be announced to the congregation. This will allow questions to be raised before the APCM and any answers checked with the treasurers.

Elections

The two church wardens have agreed to stand again.

4 new PCC members are needed (3 for St. David's and 1 for St. Michael's). Chris Gill and Mary Kirkland are coming to the end of their terms. Helen Drever and Mathew Wright have resigned.

New members for St. Michael's DCC need to be elected.

Activities Reports

Some have been submitted already and a reminder will be sent out with the intention of completing the report just after Easter.

The meeting closed at 9.10pm