

**PARISH CHURCH OF ST MARY REDBOURN**

**MINUTES OF THE PAROCHIAL CHURCH COUNCIL  
MEETING HELD ON THE 13<sup>TH</sup> JULY 2022**

<b>Present:</b>	<b>The Vicar</b>	<b>Deni Ennals</b>	<b>Celia Forbes</b>	<b>David Forbes</b>
	<b>Stephen Gell</b>	<b>Sarah Hill</b>	<b>Ailsa Hulme</b>	<b>Jim May</b>
	<b>Sue May</b>	<b>Keith McAdam</b>	<b>Liz Middleton</b>	<b>Lesley Poulton</b>
	<b>Michelle Parry-Slater</b>	<b>Catharine Pusey</b>	<b>Kay Vernon</b>	<b>Paul Vernon</b>
	<b>David Walker</b>	<b>Mike Wood</b>		
<b>Apologies for Absence:</b>		<b>Andy Ford</b>	<b>David Mitchell</b>	<b>John Davie</b>
		<b>Julia Murphy</b>	<b>Daphne Fisher</b>	

The Vicar opened the meeting with a prayer at 8.15 pm.

**1) Minutes of the PCC Meeting held on the 4<sup>th</sup> May 2022**

The minutes were approved as drawn and signed by the Vicar as a true record.

**2) Matters Arising**

David Mitchell is due to be elected on to the Diocesan Synod, and this will make him an ex-officio member of the PCC for the remainder of the Triennium.

**3) Ministry and Worship**

**Plans for the Vacancy**

Will Gibbs is due to finish his spell at St Mary's on the 24<sup>th</sup> July. He will continue to work for the following week to clear up outstanding items on his 'to do' list. His last week will coincide with Holiday Club and he will be playing a significant part in that. From the beginning of August, the Churchwardens will be in charge at St Mary's for the vacancy period. The Ministry Team, two Lay Readers, the LLWs together with a number of visiting clergy will be responsible for leading the worship through the vacancy. Fortunately, Will has been able to call in a few favours and has already been able to confirm the attendance of some visiting clergy up to the end of the year. He is still hoping to extend this further.

There will be a Vacancy Meeting with the Archdeacon of St Albans on the 12th September, which may include discussion of the proposed Parish Profile and a Personal Profile for the incumbent we would like to have. This would be an open meeting for the whole congregation. The Vacancy will be advertised in the Diocese and maybe nationally as well. We could be without a Vicar for anything between six and twelve months. We are grateful to Will that he has been able to pre-arrange so much.

The Pastoral Visiting Team has some new members. Responsibility for members of paid staff and employment issues lies with the Churchwardens who are fully authorised to deal with these. Wendy Cruickshank will oversee the cleaning contractor and organise any extra work as thought necessary. Luckily, there are no weddings booked in at present, but sadly funerals continue and services will be carried out by Kay Vernon, with Interments by Ailsa Hulme. There are also two Lay Readers from St John's, Harpenden as well as The Revd Tim Vickers and other offers from St Nicholas, Harpenden to help cover the funerals between them.

As mentioned above, Will's final Sunday service here will be on the 24<sup>th</sup> July, commencing at 11 am, followed by a Bring and Share lunch. Will is going to be a little late arriving at the lunch as a baptism had already been booked in for that day which he will do whilst things are set up.

## **Lay Leaders of Worship**

After prayerful discernment, Lesley Poulton has been approached and is willing to offer herself as a Lay Leader of Worship, and we are delighted to welcome her and her many gifts to the team.

Motion: "This PCC approves that Lesley Poulton train under the Diocesan training scheme in order to become a Lay Leader of Worship at St Mary's Church, Redbourn"

Proposed by: David Forbes                      Seconded by: Sue May                      Passed: Nem Con

## **Volunteer Policy**

A very long document was circulated prior to the meeting, for discussion and approval.

Andy Ford had submitted some comments regarding Activity Leaders and Supervision. There was also discussion regarding copyright of music, photos, and the wording regarding volunteers working under the influence of drugs and excess alcohol, and any abuse of volunteers.

The wordings of the relevant sections will be amended and the PCC are happy to approve the documents. The updated version will be circulated in due course.

Motion: "The PCC approves the Volunteer Policy for St Mary's Church, Redbourn"

Proposed by: Kay Vernon                      Seconded by: Catharine Pusey                      Passed: Nem Con

## **Complaints Policy**

The draft policy was also circulated prior to the meeting. There was considerable discussion, and it was agreed that a number of changes will be needed. Will and Michelle will see to this, and the re-drafted document will be circulated to the PCC for approval at the next meeting. In the meantime, it was agreed that the Churchwardens are authorised by the PCC to deal with complaints should any arise.

## **4) Finance**

As is his usual practice, Mike Wood had circulated details of the accounts to the 30<sup>th</sup> June, together with notes of adjustments made. Mike answered questions from members. The Accounts still show a deficit likely at the end of December, though this is reduced by way of a large annual donation since the last meeting.

A small committee has been formed to review costs and suggest likely savings. If we stop producing monthly online broadcasts, this will save the costs of the licence fees. We would let it be known that online services produced by the Church of England and Diocese would still be available. It would be good if the monthly £18 bank charges could be reduced. It was suggested that a monthly savings plan could be started to have money put aside for unexpected expenses. Also, we could ask the Friends if they can cover some additional costs connected to the building. The vacancy is likely to result in extra costs such as secretarial work, fees to visiting clergy, plus the QI report impacts costs so we are minded to continue to investigate all avenues for cost savings and revenue increases. The Churchwardens and Treasurer will continue to investigate all options.

## **5) Safeguarding**

Jan Lang had circulated and updated the Safeguarding Plan and she thanked all PCC members who had now completed the requisite training. Some activities will be removed from the activity list as they are not currently happening and several members will need to complete their training before they are restarted. In time, the Hamper Scheme will be renamed as it is still happening but in a broader and different way.

## **6) Fabric**

A prioritised summary of the Quinquennial Report was circulated prior to the meeting.

The proposal contained within the summary was: "It is proposed that the architect be asked to go out to tender for the works in Priority lists 1, 2 & 3 (total estimate is £40,400)."

Proposed by: Paul Vernon    Seconded by: Ailsa Hulme    Passed: Nem Con

The Fabric Group have very kindly made a new Mothers Union banner to display in church, as a replacement for the very old and dilapidated one.

Motion: "This PCC seeks the necessary permission for the introduction of a permanent display of a new Mothers Union banner for St Mary's Church, Redbourn"

Proposed By: Paul Vernon                      Seconded by: Keith McAdam      Passed: Nem Con

### **7) Children and Youth Work**

Ailsa had circulated a report prior to the meeting. She thanked Will and Clare for all their support over the years.

There are 48 children so far booked into the Holiday Club, and plans are in full swing.

### **8) Charitable Finance Committee**

Stephen had circulated a report prior to the meeting and there was nothing further to add.

### **9) Ancillary Buildings Report**

Jim May had circulated a report prior to the meeting and there was nothing further to add.

### **10) Churchyard Report**

A report was circulated prior to the meeting and there was nothing further to add.

### **11) Food Insufficiency and Fuel Poverty in Redbourn (Update)**

A Food Bank, affiliated to the Trussell Trust, has been opened in Redbourn, being run from the premises of the Methodist Church, once per week. On the first day of opening 31 people were fed. Fuel vouchers have been funded by way of a grant from the Council, and recipients are referred by them. The Food Bank is being run in partnership with the Redbourn Community Group.

We are delighted that a trip to Whipsnade Zoo for deprived families is being run this coming Saturday. 81 children and 80 adults will participate. 218 packed lunches will be provided, and the children will be given £10 spending money.

**Postscript:** Due to the length of the meeting it wasn't possible to report, but the trustees of the Redbourn Charities have agreed in principle to be the umbrella organisation for the hamper scheme and associated work going forward and the migration will happen at some point in the autumn when the necessary policies and procedures have been finalised and agreed.

There being no further business the meeting concluded with the Grace at 10.45 pm.

The members then moved to the Transept to enjoy a farewell drink with the Vicar.

### **Next Meetings**

Full PCC Meeting	7 <sup>th</sup> September
Vacancy Meeting	12 <sup>th</sup> September at 7.30 pm
Standing Committee	12 <sup>th</sup> October
Full PCC Meeting	16 <sup>th</sup> November
Standing Committee	14 <sup>th</sup> December