

St James's Church Bramley

Parochial Church Council

Meeting: 24th September 2018

Minutes

Final: 21st November 2018

Present:

John Lenton (Chair), Jerry Adams, John Crampton-Hayward, Ian Evett (Secretary), Nairn Glen, Ranil Jayawardena, Alison Jones, Sarah Hodnett, Malcolm Knowles, Sarah Mitchell, Jeremy Masson, Ruth Saunders.

Apologies:

Stephen Ball, Karen Bentall, Jonathan Large, Ken Payne, Wren Vaughan.

Welcome and prayer

John took as his text 2 Corinthians 13 v 12 ("The Grace").

Minutes of last meeting (previously circulated)

Approved and signed by John

Actions

18/35 Matters arising

From 18/28 (Matters arising 2 July)

17/42b Notices for Sunday at Nine

Alison and John agreed that further consideration was needed.

Deferred to next meeting.

AJ/JRL

18/12 John to arrange for an upload of the video of the Principal of Carlile College to the website.

There have been technical issues. Alison and John will work on this.

AJ/JRL

18/12 Card reading technology (FNG)

Nairn to speak to Michael Luck and report.

This is in progress

FNG

18/30 John to speak to the Archdeacon about DBS checking of PCC members

Malcolm and Sarah have been to a churchwardens' meeting and have been left in no doubt that this requirement is unavoidable. Ruth will arrange forms for all PCC members who are not already covered.

RMS

18/30 Draft policy for vulnerable adults (Ruth)

Ruth will circulate a draft policy among PCC members within a couple of weeks

RMS

18/31 Data Protection Policy for the website (Alison and Ian)
Done

18/31 Review of Data Audit document.
Pending

IWE

18/32 Belltower window and masonry.
See below at 18/..

18/33 John to pass information to Nairn about organisations that
provide financial support to community facilities.
In hand.

18/33 pMAP (Alison and Jeremy).
See below at 18/37

18/34(a)
Technology for rotas (Alison and Jeremy).
See below at 18/40

18/34(b) Security at Cross House.
Malcolm and Sarah have carried out a review. They consider that, at
present, security appears to be reasonably adequate but they will
keep it under review. Ranil offered to help if it was considered that a
review by the Police would be helpful

18/36 **Cross House Kitchen**

Sarah(H) reported that the kitchen was showing its age. The handyman has
done good work but it is time to review whether we should continue fixing
problems as they arise. A new floor surface is needed; the kick panels need
replacing; new wall tiles are needed; the carcass of the sink must be replaced
soon; there are serious problems with the back door. Clearly, we wish for
the best we can achieve, particularly bearing in mind the requirements of
good hygiene.

Nairn reported that usage of Cross House has fallen and that there has been
no income for 6 months. It appears unrealistic to believe that the facility
could be brought up to a state where it became self-financing.

There was some discussion about the means of financing the current and
capital needs of Cross House. Not resolved for the present.

For the short term, the following actions were agreed:

Sarah will get quotes for the necessary work to the back door and it was
agreed that she be given authority to proceed with whichever is the lowest

SH

It was also agreed that Nairn and Sarah will work together on commissioning a programme of work on the other matters that need attention up to a budget of £3000 including VAT FNG/SH

18/37 pMAP review

Jeremy reported that we are ahead of the Diocese in this. He will be attending the Diocesan launch event on the coming Thursday and will report back as necessary to the PCC. He has been reviewing all that has done so far and will circulate a document before the next meeting. Jeremy considers that we should revisit the listening process to gain a good understanding of what the members of the church family think. A questionnaire will be circulated, based on one from last year and some focus groups will be formed, so as to represent a cross-section of the church community.

The PCC awayday will be from 9.30am to 2.00pm on 10th November and the aim will be to submit the first draft of the pMAP to the PCC in January, prior to meeting the deadline from the Diocese in February.

The process will be completed by July 2019.

JJM

John thanked Jeremy for his comprehensive report.

18/38 Common Mission Fund

Following a question raised by Malcolm, there was some discussion about whether it was necessary to invite the Archdeacon and Head of Operations to visit to speak to the PCC about the Parish Share.

Nairn pointed out that we are presently meeting our Parish Share commitment at the expense of our cash reserves. The demands on our parish have increased considerably over recent years and will continue to do so. It is necessary that we, as a PCC, formulate a clear policy for balancing our commitments, income and reserves.

Nairn will prepare a draft paper for discussion by the PCC. Subject to agreement, this could form a basis for a discussion with the Archdeacon at a future meeting. FNG

18/39 Window in ringing chamber – update

Sarah (H) reported that the stonemason and glazier were working towards completion by 11th October.

18/40 Church Suite and rotas

Jeremy gave a presentation on Church Suite – an online platform for church administration. Hartley Wintney and North Hants Downs are already using this package. John (CH) said that Tadley Community Church were also using

it. The basic package costs £12.50 per month – more extensive functionality is available for up to £42.50 per month.

Jeremy will collect information from those benefices which are already using the software. John (CH) will monitor its utilisation in Tadley.

Jeremy and Sarah(M) will work on comparing the functionality of Google Docs with the Church Suite package for the next meeting.

JJM/SM/JCH

18/41 **Reports:**

a) School

No report

b) Treasurer

No report

Malcolm reported that the cost of the quinquennial inspection could be recovered from the Diocese. Nairn said that he would follow this up.

FNG

c) Deanery and Mission Action Plan

Jeremy and Sarah (M) have recently attended a Deanery Synod meeting. They reported that these meetings are now being very well run. At a future meeting of the Synod there will be a discussion of how parishes may effectively utilise social media.

Agreed that a discussion of the potential of social media should be held at a future PCC meeting.

All of the websites in the Odiham Deanery have been audited and the Bramley website passed with flying colours.

18/42 **AOB**

(a) Malcolm reported that he recently found that we were in line to be fitted with a Smart Meter. He pointed out that there were a number of areas with regard to utilities where it wasn't clear who was in charge. Generally agreed that this would become clearer as the Treasurer and Churchwardens settled into their roles.

The meeting closed at 9.55pm with the saying of the grace.

Next meetings

21st Nov, 7th Dec – PCC Dinner, 15th Jan 2019, 13th March, 14th April (Palm Sunday) for APCM

Approved and signed by Revd John Lenton

21st November 2018