

# St James's Church Bramley

## Parochial Church Council

Meeting: 21<sup>st</sup> November 2018

### Minutes

*Final: 15<sup>th</sup> January 2019*

#### **Present:**

John Lenton (Chair), Jerry Adams, Karen Bental, John Crampton-Hayward, Ian Evett (Secretary), Nairn Glen, Alison Jones, Malcolm Knowles, Sarah Mitchell, Ken Payne, Ruth Saunders.

#### **Apologies:**

Stephen Ball, Ranil Jayawardena, Jeremy Masson, Sarah Hodnett Jonathan Large, Wren Vaughan.

#### **Welcome and prayer**

John opened the meeting with a reading from Ephesians 4: 11-16, followed by prayer.

Actions

#### **Minutes of last meeting (previously circulated)**

Approved and signed by John

#### **18/43 Matters arising**

17/42b Notices for Sunday at Nine

Alison and John have finalised the notice. It will be posted shortly

18/12 Upload of video of the Principal of Carlile College to the website

Placing the video on the website proved too difficult technically, so it has been uploaded to the St James Facebook page.

18/12 Card reading technology: see 18/45 below

18/30 DBS forms for PCC members (RMS)

The forms have all been distributed. Ruth asked that they be completed and returned as soon as possible.

All

18/30 Draft policy for vulnerable adults: see 18/45 below

18/31 Review of data audit (IWE)

In progress

IWE

18/36 Cross House Kitchen (SH)

Deferred to next meeting

SH

18/37 pMAP review: see 18/46below

18/38 Common Mission Fund (FNG)

Nairn to prepare a draft paper for discussion by the PCC with a view to using it as the basis for a discussion with the Archdeacon at a future meeting.

FNG

In progress.

18/39 Belltower window (SH/MK)

Malcolm reported that Sarah had done a great job of getting the stonemason and glazier to work together. The problems had arisen because of inferior bodging sometime in the 20<sup>th</sup> century. A sincere “thank you” was voted to Sarah for being so effective.

18/40 Church Suite and Google Docs (JJM/SM/JCH)

John (C-H) said that the Church Suite was in operation in Tadley. It had been found good for rotas, being useful for sorting out rota clashes. The disadvantages appear to be: it takes a lot of work to set it up; it is only fully effective if all of the users are on-line; it doesn't appear straightforward to generate a master table.

John (L) proposed that this be shelved for a few months. He has thoughts to be developed during the pMAP process and will explore these with Jeremy and Alison

JRL

18/41 Recovering cost of quinquennial inspection from the Diocese (FNG)

Nairn has e-mailed the Diocese on this and will report back when he receives a reply.

FNG

18/44 ***Bishop's proposal to institute Stephen Ball as the next incumbent of the benefice***

Following the lifting of the suspension of the right of presentation, the Bishop has announced that he proposes to institute the present Priest in Charge, Stephen Ball, as the next incumbent of our benefice. Each of the PCC's within the benefice have been asked to consider whether or not they approve the proposal.

John explained the process of suspension of the right of presentation and its restoration and what that has meant within the context of our benefice. During the suspension, Stephen's title has been Priest in Charge. If he is appointed incumbent then he will be given the title of Vicar or Rector.

After a short discussion, it was proposed by Malcolm and seconded by Karen that Bramley PCC should approve the Bishop's proposal. It was passed unanimously.

Ian to notify the Diocese of the PCC resolution.

IWE

18/45 ***To consider a Draft Safeguarding Policy for Adults at Risk (RMS)***

A draft from Ruth had been circulated with the minutes. It was briefly discussed. Some minor points were made. Ruth will take account of these and prepare a final version which she will append to the existing Safeguarding Policy. Alison will replace the existing policy document on the website with the most recent version from Ruth.

AJ/RMS

18/46 ***Card reader (JRL)***

John proposed that we run a trial of card reader technology for in-service collections as well as other purposes (e.g., couples paying for weddings). Michael Luck has looked at two systems and has advised that the SumUp system is the better for meeting our needs. To run an effective trial we would need two readers and a single charging cradle: total cost approximately £70. The transaction cost is 1.1% for debit cards and 1.3% for credit cards. There are many details to be sorted out but we agreed that these could be handled by e-mail exchanges.

Proposed by John, seconded by Jerry, that we purchase two card readers and a charging cradle for trialling in church services. Carried unanimously.

18/47 ***Reports:***  
***a) Treasurer***

Nairn reported that giving is currently running about £500 below our commitment to the CMF.

With regard to repairs to the window in the ringing chamber, the repairs to the glass will be covered by insurance. The masonry work came to about £4500, towards which we have been awarded a grant of £650 from the Diocesan Guild of Bell Ringers. We also hope to be able to recover the VAT (see Diocesan Funding Newsletter, November 18).

Nairn warned that the accounts for the year will not make pretty reading because of the excess of expenditure over income. He wondered whether it would be desirable to send out some sort of communication to prepare the church family for this. He did emphasise that the picture was similar right across the Diocese. Whereas we are maintaining our CMF returns, other parishes are unable to do so. The Diocese expects a £600,000 shortfall on its overall budget of £10 million.

One thought that was floated was that of a "Friends of St James" fund – to appeal to those in the parish who do not come to church but who appreciate its presence in the village. For consideration at a future meeting

– but in the meantime, Sarah (M) will find out details of such a scheme that she knows of in Fowey. Also John (L) knows that something similar is run in Muswell Hill - he will make enquiries.

SM  
JRL

**b) Parish Mission Action Plan**

Alison said that she and Jeremy needed to get together to distil the notes that they made at the recent awayday. From that process they will prepare a new draft pMAP for consideration by the PCC in the New Year.

AJ/JJM

**c) School**

John reported that things were running smoothly at the school. Glen Golding is optimistic about their performance at the next Ofsted inspection. There are no staff vacancies and they are in good shape financially.

18/48 **Any Other Business**

(a) Ken said that the relay from the church to Cross House on Remembrance Day was quite good but there was much room for improvement in the sound. There is scope for considerable improvement through items such as a good video camera and a high quality buried cable. Ken will investigate costs and will report to a future meeting with proposals.

KP

(b) Malcolm had received two quotes for replacing lost tiles and repair to gutters, as identified in the quinquennial inspection. One of these, from PJ Smith, roofing contractors, was for £650+VAT. Malcolm has spoken to the Diocese and there is no need for a faculty for this work. Proposed by Malcolm and seconded by Ruth that the quote from PJ Smith be accepted. Passed unanimously. Malcolm will initiate the work.

MK

(c) Alison said that pictures taken by George at Remembrance Day were in the Gallery on the website.

(d) Alison said that she and her family would be providing lunch at Cross House on Christmas Day for those people of the village “who would not otherwise be having a pleasant day”. An invitation has been drafted. Alison asked members for the names of any people they knew who might like to be invited. Ken and Sarah (M) both offered support to Alison. It is hoped that it can be funded through donations made in church. John to consider an entry in CFN.

AJ/KP/SM/JRL

The meeting closed at 9.40pm with the saying of The Grace.

**Next meetings**

7<sup>th</sup> Dec – PCC Dinner, 15<sup>th</sup> Jan 2019, 13<sup>th</sup> March, 14<sup>th</sup> April (Palm Sunday) for APCM