

**Minutes of St Andrew's PCC meeting
Tuesday 23rd January 2018 7:30pm**

1. **Present:** Andrew Horn (Chairman/ Churchwarden), Jenny Batelen (Churchwarden), Sheila Banyard (Priest in Charge), James Martineau (Treasurer), Sally Rees (Secretary), Edward Stearn, Tony Checketts, Meg Martineau, Robert Thornton, Liz Hooper, Fiona Davies, Angela Randle, Louise Robinson, Stuart Larnder, Gill Oldfield, Evelyn Ellis,.
2. **Opening prayers** Sheila asked for a quiet moment for personal prayer followed by the prayer for the parish which will be included with the parish profile.
3. **Apologies** Judy Baer, Jeanette Horn, Lynne Larnder, Mike Griffiths.
4. **Minutes of last meeting** Having been emailed to members in advance were agreed and signed as a true copy.
5. **Matters arising including review of actions from previous meeting**
 - **Date for Revd. Alison Maddox to talk** to the PCC on Stewardship will be in St Andrew's church at 7.30 pm on Tuesday 27 February 2018.
 - **Towards 200.** James is planning to establish a committee including village members who are not churchgoers but are interested in improving/maintaining the church building. It was agreed that we should listen to Alison's talk on stewardship before going ahead with this.
 - **Buildings for Mission Survey.** Jenny thanked those members who had returned the forms (we received 14 replies), a summary of the responses (attached) will be sent to members and if no comments are forthcoming Jenny will return it to the Diocese.
6. **Services**
 - **Review of Christmas.** The response to the services was positive and the numbers of those attending were up on last year. Especial thanks are due to our organist and choirmaster, Mike Griffiths, who despite being seriously ill, played the organ and led the choir for both the carol service and the midnight communion service.
 - **The Nativity at Little Owl Farm** was especially well received and attended by many who would not normally attend a church service. It is hoped that we can hold a similar event next Christmas. **Action: Sally** to write a letter of thanks to Jim and Mandy Howell.
 - **Review of new Christingle Format** The new format for the afternoon Christingle service worked particularly well; the children having the option to make their own Christingle before a shortened service. It was agreed that holding the event in January after the Christmas celebrations was a good move. A similar event will be held next year possibly starting slightly later at 4pm.
 - **Lent**
 - **Lent lunches** will be held at Claire's on Thursdays 12.30pm and also Supper at Cutnall Green Tea Rooms Tuesdays 7.30pm and Mornings at Hartlebury Parish Hall Mondays 10.30am
 - **Ash Wednesday** (Feb 14th) service at Elmley Lovett
 - **'Mothering Saturday'** Family walk led by Rob Brett as Peter Reynolds is unavailable finishing at church for lunch and an activity – work in progress
 - **Mothering Sunday** (March 11th) breakfast church in the narthex moving into main church for blessing and giving out of flowers
 - **Easter**
 - **Palm Sunday** (25th March) 9.30am Family Service starting at the Lych Gate with the blessing of the palms
 - **Easter Reflection** (Monday 26th - Wednesday 28th March) –Times to be confirmed
 - **Maundy Thursday** (29th March) 7.30pm service, stripping the altar, and commemoration of Last Supper. Tony will provide 'the essentials'
 - **Good Friday** (30th March) 10.30am Walk of Witness from St Mary's, Doverdale to St Andrew's, Ombersley followed by 12noon to 1pm – Service of Reflection on the cross

- **Easter Sunday** (1st April)
 - 6.30am Easter Sunrise Bonfire Service
 - 7.15am – said service of Holy Communion (Book of Common Prayer) in the church followed by breakfast in the Narthex
 - 10am – Family Service of celebration
 - (11am – Service of Holy Communion (Common Worship) at Hartlebury)
- **Organists and accompaniment for services** Scott Woolfenden has been very helpful in playing for some of our services, he is quite keen to become involved and would be a useful resource and worth nurturing. Scott is paid £30 per service. We now have an opportunity to appoint a 'Music Director' (or some similar title) - someone who can re-energise the choir and also work with other musicians in the church.
 - **Speakers for the talk/sermon slot on 3rd Sunday services.** Richard Jeynes and James Homer between them are covering 8 out of the 12 third Sunday services. Please let Robert Thornton know of any suggestions for the remaining 4 services; talks are welcome on anything vaguely allied to the church. Fiona pointed out that all of our sponsored charities have offered to give talks although some have done so already.

7. Forthcoming Events

- Village Film to be held in the church on the evening of 16th February. Pay on the door cost £10 each, profits to St Andrew's **ACTION Liz** organise posters and fliers to be slipped into Parish magazine. Tony needs fliers by Thursday 8th to put them into papers. Gill Oldfield will organise refreshments but would appreciate volunteers and some idea of how many to cater for.

8. Fabric and Fittings (including Churchyard)

- **PCC resolution about reserved grave spaces**

The PCC has resolved that:

Burials in St Andrew's churchyard are for|

(a) those who resided in the parish at the time of their death or who were at that date on the electoral roll; and

(b) those with family graves which have remaining space within them.

In so far as possible, coffins must be of a standard size.

With the exception of burials within (b) above, burial spaces are not reservable within the churchyard.

The Resolution was proposed by Fiona, Seconded by Angela and carried unanimously **ACTION Sally** to email a copy of the resolution to the Diocesan Registrar

- **Lighting** There is a possible issue with the switch panel at rear of church; an inspection is arranged.
- **Church driveway** There are significant holes in the gravel of the church driveway; the gravel is also an issue for wheelchairs and buggies. **ACTION Andy** to talk to Tony Verity about cost of 'Grid Force'. Other ideas welcome.

9. Finance No significant issues.

- ## 10. New Data Protection Laws
- will come into effect on 25th May this year; before this happens we need to have people's permission to communicate with them. James is amassing a master list of contacts, Stuart Larnder volunteered to assist him. By mid February we aim to send out a form to all contacts asking their permission to contact them about specific issues. Evelyn agreed to review the wording on the form. In addition we will need consent forms for new church members; these will be placed on the pews. The diocese is running a full day briefing on Friday 16th February.

11. Open the Book This is part of the Church's mission and involves visiting schools and acting out a bible story; an activity both the schools and children really appreciate. Teams of three visit the schools fortnightly on either a Tuesday or Wednesday. More helpers are urgently needed. Anyone who feels they could help or knows someone who would be interested please contact either Jane Hill (organiser), Jenny or Louise.

12. AOB.

- **New Incumbent.** The vacancy announcement will be in the Church Times on 16th February, date for applications closing three weeks later. Short listing will be on 22 March and Interviews on 19th April. Jenny Batelen has been appointed as the parish representative with Andy Horn as backup.

13. Closing prayers There being no further business the meeting was closed at 9:15pm with the Grace.

Signed

Dated