

Minutes of the PCC Meeting held in the Narthex, St Andrew's Church

7.30pm Tuesday 15th January 2019

Present: Andrew Horn (Chairman), Jeanette Horn (Acting Secretary), James Martineau (Treasurer), Jenny Batelen (Churchwarden) Robert Thornton, Meg Martineau, Judy Baer, Angela Randle, Tony Checketts, Fiona Davies, Stuart Larnder, Lynne Larnder, Evelyn Ellis, Louise Robinson, Chris Day, and Liz Hooper.

1. The meeting was opened at 7.30pm and Andrew Horn read the prayers including in them good wishes and hope for our new Vicar Stephen Winter and his future ministry at St Andrew.
2. Apologies : Stephen Winter and Sally Rees
3. The Minutes of the last meeting: Tony Checketts noted that his apology had not been included in the last minutes apologies for non-attendance,
The minutes, having previously been circulated by email were agreed as accurate apart from the above, and signed by Andrew Horn
4. Matters Arising (including a review of actions from the previous meeting held on 2 October 2018)
 - (a) Lighting
Electrical inspection has now been completed, but the price is considerably higher than was anticipated at £3,150-24p. This does not include all bulbs but does include the lights in the in the Chancel and lectern.
 - (b) Boiler
The boiler has been repaired and should be reliable for the next 5 years. The PCC felt that it still needed a reliability check and Mike Gould (local heating engineer) to be approached for this.
Liz Hooper suggested that we fit solar panels rather than replace the boiler as this would be very expensive and Stuart Larnder stated that we should think about adding the costs of a new boiler to any future grant applications.
 - (c) Loss Adjuster
James Martineau had met with the loss adjuster and contractor this morning (15/1/19) to assess the state of the Chancel ceiling where some discolouration had occurred after rain leakage. Scaffolding will need to be erected and it will take 3 days to repaint the ceiling.
 - (d) Concert
Grateful thanks are recorded to Louise and Howard Robinson for a very successful concert given by Serenata and a note will be sent to them for their efforts in arranging a successful evening.
 - (e) Kneelers
These have now been removed as they are in a bad state of repair and this is ongoing.
5. Review of Services
Andrew Horn stated that he felt that Harvest, All Souls, Remembrance and Christmas had been very good services and well attended. And we were able to send £142 to Farm Africa , £298 to Crisis at Christmas and £521 to the British Legion from St Andrew as a result.
Liz Hooper suggested that we officially thank Lucinda and Paul Kenny for their contribution to the Carol Singing and to Basil and Diana for all their help during these services.
6. Forthcoming Services
Mothering Sunday – All churches in the Benefice are to hold their own services on this day. At St Andrew it will be at 9.30am and a light breakfast will be served.
Easter – Rev Winter has not yet spoken about his attendance, but Judy Baer will speak to him as soon as possible as there is a need for the Vicar to be present at the 6am bonfire and 8am Communion services
Palm Sunday – will start outside Checketts shop instead of the Lychgate and Tony Checketts will approach Little Owl farm to see if they could lend us a donkey .
7. Human Resources
Sally Rees has expressed a desire to stand down from her position as Parish Secretary after many years dedicated service. Jenny Batelen has put an advert together to go out to the community at large and hopefully we will have an applicant by the AGM.

Jenny Batelen is also stepping down after many years hard work as Church Warden, at this year's AGM. She will continue doing various jobs. Fiona Davies who is currently deputy church warden will stand for the post at the AGM. Another deputy church warden would also be helpful to take her place.

8. Data Controller

Jenny Batelen stated that she did not think that it was necessary to appoint anyone to this post but that it would be useful if someone could look after the PCC and GDPR. Chris Day stated that he would be happy to do this and will meet with Jenny to discuss this role.

9. Web site

Robert Thornton currently runs the website with Sally Rees but feels that it does need a lot of professional rewriting and recoding if it is to improve. After general discussion the PCC felt that it would be very useful to have a village website and for St Andrew and the PCC to be part of this. Robert suggested that we ask the Parish Council about this and he will speak to the Chairman of the Parish Council about further help.

10. Harvest Supper

Liz Hooper has decided to step back from organising the Harvest Supper after many years and help is needed now for this. Meg Martineau stated that she would be prepared to help along with Louise Robinson in a team of others. Tony Checketts suggested asking Diane and Max Sievewright (retired village bakers) to be coordinators for the Harvest Supper and he would speak to them to possibly arrange for this year's supper on 29th September at the Memorial Hall. Fiona said that she will book the hall for September. The PCC discussed whether the date of the Harvest supper should be moved and whether a lunchtime would be preferable, but it was decided to leave the arrangements in place.

11. Basil & Diana

Andrew Horn and Jenny Batelen had met with Basil and Diana to discuss how the PCC members could help to lessen the burden of work in and around the church for them. Basil was worried about the churchyard but was reassured that Paul Brewer of Sytchampton was prepared to take over the responsibilities for this and also the sidesmen for setting up for the services.

Diana is happy to continue doing the administrative paperwork and the Communion Assistants will take over the preparation of the Altar for Communion Services. Members of the PCC will also ensure that the church is securely locked at night. Basil and Diana are grateful for everyone's help.

Jenny Batelen is in the process of creating folders which will be available in the Narthex and these will hold information on all services and anything else pertinent.

12. Fabric & Fittings

The quinquennial inspection – everyone felt that this had gone well. Andrew Horn stated that he feels that several the trees in the churchyard (in particular the holly and yew trees near the East window,) need to be felled and that this should be done as soon as possible. It was remembered that some time ago the tree conservation people suggested that they need to go. Andrew Wood (Tree conservator) needs to be consulted. Andrew Horn said he would consult with the Conservation Trust and Stuart Larnder wondered if the new owner of Ombersley Court would be conducive to helping with the church/court boundaries. As Robert Thornton queried the state of the iron fencing which constitutes the boundary.

There are to be 2 meetings in February with Mr Hopkins (the new owner) at the village hall about future repairs and contact details for him are through the Parish Council.

13. Finance

James Martineau is in the process of detailing the accounts before they are checked by the auditor Paul Adams.

Charity giving – The PCC will give approx. £800 to each of our chosen charities this year.

James had looked through the charity giving and stated that we had donated £4000 which is just over 7% of our gross income.

This year Worcester Young Carers comes off our list of charities and will be replaced by Deaf Direct. who are happy to come and discuss all aspects of their work with us.

Our bank reserves are approx. £9,000 which a considerable drop from last year although we did pay the Parish Share of £36,805 in full. This coming year it will be a much higher at £49,326, and we will need to find an extra £12,500 if we are to pay it in full again.

The Stewardship Campaign will tie in with the Parish Giving Scheme and a separate meeting will be held between the Church wardens and the Treasurer to discuss the accounts and decide the best way forward before the AGM.

An extraordinary meeting will be organised as soon as possible for this – possibly Tuesday 26th February 2019. And Fiona will get as much information as possible about the Stewardship Campaign for this meeting.

14. Forthcoming Events

There will be a Festival held in St Andrew from June 29th – July 5th, 2019 to be called Flowers, Music and Song, and this will be held to celebrate over 190 years of St Andrew and to launch “Towards 200” – to prepare the building for its 200th birthday. Margaret Packer is the Lead Coordinator of the Festival. There is to be a concert on the Saturday plus a final concert. On Friday 28th there will be an open evening for the flowers and on Sunday (& Parishes service) will be a celebratory service .

Other events that week -

afternoon school concert

handbell concert

talk

Bell tower opening

?choral evensong

Help is needed for all these events particularly also for fundraising ideas, sponsorship for the floral arrangements (e.g arrangements in memory of a loved one) etc and advertising. (Fiona Davies will try for lottery funding if we can prove the PCC needs something in like new carpeting for the Narthex)

Volunteers needed to sell programmes, baking cakes etc

A marquee will be erected in the Wedding Field or on the drive and

Choir stalls will need to be moved and storage space found.

Andrew Horn said that he would like monthly updates on the progress of the arrangements.

Towards 200 also needs its own committee to coordinate this and then report to the churchwardens on a bimonthly basis.

Information about Towards 200 should be available at the Flowers Music and Song Festival.

James Martineau and Fiona Davies will liaise on this helped by Chris Day.

Andrew Horn offered to fund any display boards and Fiona Davies said she would investigate matting for the driveway to make it easier for wheelchair access etc.

A resolution stating that

The PCC welcomes the suggestion of an Ombersley Flower and Music Festival to be held in the Summer and headed up by Fiona Davies, Louise Robinson and Margaret Packer. It also supports the establishment of the St Andrew’s Ombersley Association whose aims are “to support and encourage a wide range of community, social and arts activities and events at St Andrew Ombersley (Clause 2 of its Articles of Association). For the avoidance of doubt, the Ombersley Flower and Music Festival is considered by the PCC to fall within these aims. The Association shall have the power to maintain a bank account in its name, the administration of which is to be governed by its Articles of Association. It shall have to power to seek outside funding I support of its activities.

(This resolution is appended to these minutes)

15. Safeguarding

There will have to be renewed DBC checks this year as they are on a 6-year cycle.

Health & Safety – Portable Electric Appliances (PAT) test certificate is needed for the fete and Liz Hooper will identify if there is anything else and report back.

16. A.O.B

Louise Robinson informed that the Open the Book scheme needed more helpers.

Date of the Next Meeting – 23rd April – AGM followed by PCC meeting

Standing Committee – April 12th at 12 noon

Next meeting – Monday 8th July

Closing prayers were said and the meeting closed at 9.20pm

Signed.....

Date.....