



St Oswald's Church Fulford

PCC Meeting
Monday 13 September 2010
7.20 for 7.30pm in the Sir John J Hunt Meeting Room

MINUTES

PRESENT

Ex-officio, Clergy and Church Wardens

The Rev'd Anna Burr
Poppy Nash (Lay Chair)
Bryan Milner

Deanery Synod Representatives:

Jack Hughes
Joan Wells

Elected Members:

Brenda Barnes
Sue Baughan
Tim Ensor
Beth Harrison
Michael Harrison
Wendy Henwood
Lesley Milner
Martin Tuvey-Smith
Ann Wallace
Brian Wallace
Ken Wells
Louise Wheatley (PCC Secretary)

17 Members out of 22 with 4 apologies, the Vicar on sick leave and 1 resignation

A number of members met before the meeting for prayers led by the Rev'd Anna Burr.

After a quiet period of prayer, the meeting opened at 7.30pm with a prayer led by Anna, who then handed the meeting over to the lay chair Poppy Nash.

Poppy reminded members that in order to cover the very full agenda, discussions would be limited to 10 minutes.

1. Apologies for absence were received from Deanery Synod Rep, Mair Jones and elected members Anita Bruce, Lesley Dolben, Vicky Patterson PCC Treasurer. Looking ahead to item 5b, it was confirmed that Anthony Gill had resigned from the PCC.

2. Minutes of the PCC meeting held on Monday 12 July (previously circulated (Paper A). Referring to item 3b MH asked that the names of the Leadership Team be recorded; and Brenda Barnes noted that the Standing Committee had been held in her house and not the Church hall.

Action 1: As a matter of record, the names of the members of the Leadership Team are The Rev'd Anna Burr, Michael Harrison (reader), Poppy Nash and Bryan Milner (churchwardens).

Action 2: The Minutes of the PCC meeting held on Monday 12 were unanimously approved.

3. Matters arising. There were no matters arising.

4. Correspondence.

a. The Archbishop's invitation (Paper B1) to clergy, churchwardens and 2 parish representatives. This was about Archdeaconry Consultations to discuss the shape of mission and ministry in the Diocese and how it might be funded. The York meeting was scheduled for Wed 3 Nov at Archbishop Holgate's School.

Action: AB, BM, PN and BH would attend.

b. The Diocesan Training Days (Paper B2). BM had previously circulated the information about PCC training days, one of which on 4 Sep he and MJ had attended. LW was booked in to the session in Scarborough at the end of the month; and also for the Treasurer's workshop in early October.

5. The Chairman's updates.

- a. Steve's illness. PN referred to the recent Leadership Team meeting when the crisis of Steve's continuing absence had been discussed; and a decision taken to visit the Bishop for further guidance. There was a request from the floor to ask the Bishop to attend a specially called meeting of the PCC; and PN would arrange a date, depending on his schedule.

Action: PN to set a date with the Bishop [subsequently arranged was 2 November].

- b. Resignation of Anthony Gill. This was confirmed as, sadly he and Jacky were moving away from York. MH volunteered to take his place as Deanery Synod representative.

Action: MH proposed as 4th Deanery Synod rep (LW), seconded (JH), passed with 1 abstention.

- c. Terrier, Inventory and Log Book. LW reported that there were now computerised versions of the existing documents. In order to update the Terrier and Inventory from 1998-2010 and the Log Book from 2003-2010, it was necessary to have access to the PCC Minutes and Financial records. These were yet to be handed over; and after some discussion it was accepted that it would take a while yet for various reasons.

Action: The previous PCC Treasurer and Secretary were asked to make their records available to LW and TE, who had been deputed the task of updating the documents.

- d. The Care of our Parish Records (paper C). LW referred to a relevant Lambeth Palace policy document; and it was generally agreed that a better system of storing our records needed to be put in place. The first step was to consider how best to store/file records in the Church hall office; and TE confirmed that there were sufficient funds for filing cabinets.

Action: LW and BW to reorganise the Church hall office and acquire a filing cabinet.

6. The Curate's updates and initiatives

- a. Memorial Service. AB referred to the Memorial service for Ian Smith on Saturday 16 October at 2pm - the retiring offering would be for our Youth Work and Outreach. For refreshments in the church hall Carol Smith had organised savoury food, but asked if St Oswald's could provide cake and hot beverages – there was a suggestion to ask the Housegroups.

Action: LW said she would help organise cakes and BH and PE would help on the day.

b. Sunday Services

- i. Service Times. AB said that the turnaround time is tight and sometimes stressful; and MH agreed regarding the set up of projector. AW thought that though a 6-months review was due, this was not the right time for change; and this was generally accepted..
- ii. Back to Church Sunday, 26 September, a joint service followed by refreshments in the church organised by W&P.
- iii. Harvest Sunday, 10 October, a joint service followed by a Bring and Share Lunch. There would also be an Evensong service. Also this is Gift Day.
- iv. Remembrance Sunday. Details would be forthcoming. JH would be responsible for cleaning the monument following Church Commissioner guidelines.
- v. Christmastide. There was some discussion about services, because Christmas fell on a Saturday. It was agreed that there would be a Carol Service on Sunday evening 19 Dec; probably 2 Christingles on Friday 24 Dec; a midnight service; and a 10.30am joint service on both Christmas and Boxing days (25 and 26) – MH would take the latter.

- c. Worship/Music Group. Chris and Melissa Bryan had left St Oswald's having moved across town. Matt Marshall would help for the next few months, but future provision had to be made. There was some discussion, particularly about the need to bring in young people; and how best to fill this vacancy.

Action: BH to place advertisements on the Diocese website and elsewhere.

- d. Problems. There was evidence that someone was spending the night in the church and all were reminded to be vigilant.

- e. Children and Youth Work. Martin Tuvey-Smith handed round a paper on his vision for Children and Youth for the autumn having voluntarily taken on this responsibility following the departure of our paid children and youth workers. He had managed to arrange a rota of helpers, but felt a few more were needed; and he expressed some concern over how best

to use his time both in the schools and at St Oswald's. All were extremely grateful to Martin for his energy and commitment and expressed their desire to support him fully; and AB said she would pray specially for him during the Harvest festival.

- f. Youth Management Team. BH referred to previous discussions about the necessity for a team after the departure of Mairi and Simon; and suggested a small committee be formed to help and support Martin and to clarify his role and responsibilities.

Action: BH to ask Anita Bruce and Lesley Dolben if they would form a Youth Management Team.

After a 5 minute break about 8.50pm, the meeting continued.

7. The Building Team's report

- a. York Cares. BW reported that the York Cares work on the church hall had been completed successfully by a large team, who had received official thank you letters; and he thanked BB and Anne Holder for providing food and refreshments. The ground outside the hall was being prepared for a permanent membrane and gravel for easy maintenance.

- b. The Church hall. Two issues are being considered. (1) The hall floor is in need of restoration; and those quotes have been obtained, plans are on hold until our financial resources are better known after Gift Day with an update at the next PCC. (2) Our neighbour on the other side of the north boundary wall has expressed concern about the large holly tree. As the PCC is responsible for any damage, it should probably be removed.

Action: AB said a faculty will be needed for the removal of the holly tree; BM will speak to Andrew Boyce about planning permission; and BW would liaise.

- c. Hall Management Team. BW reported that it was now possible to launch a team; and based on the approved terms of reference, to draw up a list of 9 people to approach; of whom 3 have said yes. BW's role was to 'kick start' the team; he would call a meeting; and, once under its own leadership, would liaise for help, advice and support.

- d. Health and Safety Review. 19 actions had arisen from the report – by the end of August, 11 of the most urgent had been completed; and others would be addressed presently. Items included upgrading the emergency lighting and signs; re-marking all church and hall exit ramps/steps; implementing a monthly maintenance and safety check list; and generally insuring that all safety and security features don't get ignored.

- e. Community Cafe. BW introduced the idea of a community cafe as a way of focusing our outreach. This had recently arisen because he had been approached by York Community Facilitators about setting up this sort of venture and applying for available funding. LW and BW did some initial research into the type and cost of equipping a cafe/coffee bar; and from this a bid would be submitted. A full proposal would be brought to the next PCC meeting detailing days and times of opening, staffing, pricing and associated activities such as crèches. In the meantime, this would have to be carefully thought out. BH and PN suggested a brain-storming session; AB said this was a very exciting prospect; MH asked about the clientele/customer base.

Action: BW to put a notice in the pew sheet about this idea and asking for those interested to contact him or LW.

8. The Finance Committee's updates.

- a. Treasurer's Report. In the absence of VP, TE reported that by the end of the year we will just about break even. He spoke briefly about the 2011 budget depending on whether or not our receipt continue at current level; but also mentioned the rise in the parish share.

- b. Chairman's Report.

- i. Gift Day. TE handed round a copy of the Gift Day letter which tried to (1) thank the recipient for their gifts; (b) mentioned the good things which have happened; (c) set out the financial position; and (d) looked forward to other projects for which funds needed to be raised. He then referred to the Response Form which provided information about the individual costs of a series of new projects; with scope for recipients to choose which, if any, they might want to help fund. There was a choice of one-off or regular gifts with the

usual GiftAid declaration and Direct Debit information. There were favourable comments and TE and VP were thanked for their efforts.

Action: The Finance Subcommittee to ensure letters were run off, individually headed, envelopes labelled and set out at the back of the church.

- c. Fund-Raising Group. SB reminded us of the Dance on Saturday 18 Sep with an auction of skills during the interval; tickets were £3 which included supper and soft drinks, and guests could bring their own beer or wine. Proceeds would go towards our mission in Sudan. She also mentioned that there would be a Family Fun Night, based on the Generation Game, at the end of October. PN thanked her and the group.

9. Welcome & Publicity. BH reported on the success of our stall at the Fulford Show on August bank holiday Monday. It looked good, attracted attention and the sale of Fair Trade goods brought in £120. In looking ahead to Back to Church Sunday on 26 September, she said the crucial thing to remember was that this was a national initiative and was part of a pattern to make ourselves a friendly church. AB said people do bring guests, but should not feel burdened to do so.

10. World Church Links. LW referred briefly to Women of Action, our new missionary focus. AB filled in some details about this organisation; and mentioned that Pippa Ensor would be setting out a display at the back of the church with more information. On Sunday 31 October there would be a launch during the service; and followed by a bring and share lunch in the church hall.

11. Any Other Business.

- a. Faith in Later Life. BH referred to a survey initiated by Martin Baldock which showed that the traditional model of pastoral care for the elderly is not sustainable. To address this problem, there is to be a day conference 'Affirming Age: Collaborative Ways of Working' at Clifton Parish Church on Thursday 21 October from 9.15am. The cost is £12.50 including lunch; and LW said that could go – KW proposed that the PCC finance this, BH seconded and it was passed unanimously.

Action: LW to book a place; BH to liaise with Liz Ogram to collect statistics on the various provision for older citizens in Fulford.

- b. Rounthwaite's 60th wedding anniversary. Geoff and Nora would like to bring wine and cake for refreshments after each mid-morning service on Sunday 3 October. Coffee and tea would also be available from the regular refreshment teams.

12. Next Meetings. Notice would be forthcoming on the date of an extraordinary PCC meeting with the Bishop in attendance. The next regularly scheduled PCC meeting is on Monday 8 November at 7.20 for 7.30pm in the Sir J J Hunt meeting room.

The meeting ended at 10.05 with prayers.