

ST BARNABAS CHURCH, EMMER GREEN

Minutes of Meeting 01/2018 of the PCC held on Tuesday 27th February at 7.45pm in the Parish Centre

Present:

Members

Rev. Derek Chandler (Chair), (DC), David Howell (DH), Bob Abel (BA), Mark Burton (MB), , Felicity Chapman (FC), Richard Cunningham (RC), Susie Downer (SD), Wendy Howell (WH), Sandra Rice (SR), Jean Rae (JR) Roger Moore (RM)

Invitee

Bill Harper (BH) for part of meeting

Welcome and Prayers.

1. DC opened the meeting with a prayer.

Apologies for Absence

2. Joyce Bedingfield (JB)

Minutes of meeting 04/2017.

3. The minutes of meeting 05/2017 held on Tuesday 19th December 2017 were accepted and signed.

Actions and Matters Arising

4. MB stated that he had produced an updated report on Children's Church activities. To save time it was agreed the report should be circulated to members and be discussed at the next the meeting. All other actions were covered by agenda items. **Action MB and RM**

Health and Safety

5. It was noted that there would be a formal kitchen inspection in the near future and DH and BH had been making preparations.
6. DH described a recent accident where a congregant tripped and fell when entering the church. The congregant has express special thanks to Joy Abel for her help and comfort.
7. DH reported the following actions as a consequence of the accident: a record made in the accident book; insurers informed; written and photgraphic record; all sidespeople requested to ensure that chairs and any other obstacles did not block passage ways; first aid box to be checked and replenished as needed.
8. Following a query about the location of the accident book it was confirmed that it is located in a cupboard in the Parish Centre kitchen.

Safeguarding

9. Following minor amendments to the circulated policy paper "Parish Safeguarding Policy" ie the second bullet changed from "young people and adults when they are vulnerable" to "young people and vulnerable adults" DH proposed adoption, this was agreed unanimously. DH reported on the good

progress in establishing the lists of individuals who came within the ambit of the regulations.

10. RM raised his concerns about the application of the advice being given by the Diocesan Safeguarding Officer which indicates the need for PCC members to be covered by safeguarding rules. DH said that this was being followed up with the Diocesan Safeguarding Officer to obtain a definitive view.

Giving Scheme

11. BH explained a new scheme being promoted by the Oxford Diocese to facilitate the use of direct debit giving. BH described the advantages as: one, the automatic refund of gift aid without the need for action by the church; two, the ability to have inflation indexation; and three a system much easier to manage.
12. BH also highlighted the advantage when introducing the new approach of raising the general issue of giving. The scheme managers provide tailored literature and advice on how to launch the scheme to get the greatest impact.
13. It was explained that the scheme would run along side existing giving methods.
14. The PCC agreed to adopt the scheme and discuss in detail: launch, implementation and timescales at the next meeting

Hall and Buildings

15. BH had provided a note which had been circulated to members. He outlined the challenges for the year ahead and how they were covered by the budget. Two particular issues were of concern: grounds maintenance and repairs to the church floor.
16. Although volunteer effort could do many ground maintenance jobs it was proposed to use contract effort to work on the area behind the church and hall at a cost of £828. This was agreed.
17. The Quinquennial Review requires a periodic electrical installation inspection for the church. It was agreed that this would be carried out at a cost of £480.
18. For the church floor DH thought that volunteer effort could manage smaller areas. No conclusion was reached on how to take this forward.

Music Director

19. Two potential candidates for the provision of music in the Church have come forward. There was wide discussion of what St Barnabas needs and what could be provided by the candidates. It was agreed a small sub group should take matters forward.

Finance

20. It was noted that the Annual Finance Report had been circulated to the PCC. It was agreed without comment. BA reported that Ian McKinlay had agreed to be the independent examiner for the 2018 accounts, the appointment to be confirmed by the Annual Meeting

General Data Protection Regulations

21. RM reported that he had attended a Diocesan training course in Newbury. He outlined the main concerns related to consent, privacy and control of data. He noted that a brief for PCC members had been circulated. He agreed to take matters forward reporting to the next PCC on progress. **Action RM**

Annual Meeting and Service

22. DC explained the structure of the service which had been circulated to PCC members and requested comment. The proposed format was agreed.

Annual PCC Report to APCM

23. The Annual Report had been issued to PCC members prior to the meeting for review. It was agreed without amendment. [Sec Post Meeting Note: under Parish Centre Manager: Study and Discussion Groups changed to monthly from twice a month]

Any Other Business

24. No business identified before the meeting. FC raised the issue of fees for the organist. An issue to be addressed by the Music Director search group.

Future Meetings

Sunday 18th March 2018 for APCM during 9.30am morning Service of the Word.

24th April 2018

26th June 2018