

Minutes of Rushen PCC meeting held in St Mary's Church Hall

Tuesday 15th May 2018 at 7.00pm

Present: The Rev'd Joe Heaton (Chair), David Ali, Suzanne Ali, Jon Barwood, David Bowman, Ann Curtis, Stephen Curtis, Harry Dawson, Margaret Galloway, Peter Hayhurst, Daniel Heaton, Wendy Heaton, Adam Kelly, Claudia König, Voirrey Kinley, Peta Mills, Barbara Qualtrough, Jennifer Stewart, Jonathan Taylor and Janice Withey.

1. Welcome and Prayers:

The Rev'd Joe Heaton welcomed everyone to the meeting after which he stated that June Harper had died and that her funeral was to be held at Kirk Christ on Tuesday 22nd May at 12 noon. He then read Psalm 68 and followed this with a prayer.

2. Apologies for Absence: Six apologies had been received prior to the meeting, these were: Gerald Callister, James Dale, Alan Grace, Malcolm Hale, Roy Oliver and Michael Porter.

3. Minutes of the previous meetings held on 20th March 2018/18th April 2018: *(and matters therefrom)*

The chairman asked if the minutes of the meeting held on 20th March 2018 were an accurate record of the proceedings. Peter Hayhurst proposed, and Peta Mills seconded that they were. There was unanimous approval. He then referred to the minutes of the meeting held on 18th April 2018 and asked if they too were an accurate record of the proceedings. David Ali proposed, and Daniel Heaton seconded that they were. There was unanimous approval and only one matter arising. David Bowman referred to the meeting held on 20th March at which he stated that he had received a letter from John Day which had indicated that the writer was willing to contribute £100 towards the cost of a Christmas Tree in the grounds of St Mary's Church during the festive season, and in seasons to come. As requested David wrote to St Mary's Commissioners in the hope that there would be no objections and that part, if not all, the cost could be borne by them, and if there was to be a shortfall, and it was not prohibitive, the PCC would pay this. David stated that as yet he had not heard from them, although Claudia König intimated that the matter had been discussed at one of the commissioner's meetings.

4. Appointment of Vice Chairperson, and Standing Committee:

The vicar asked if there had been any nominations for the position of vice chairman. The secretary said that he had one from Michael Porter. There were no other nominations. David Ali proposed, and Peta Mills seconded that Michael Porter act as vice chairman for the next year. The vote taken was unanimous. The vicar then asked if there were any nominations for members from the PCC to be part of the Standing Committee. There were two places available. He explained a little of the function of the standing committee. David Ali had previously stated that he would be willing to stand again. As no other names were proposed David Bowman indicated that he was willing to continue as a member of the committee although he would not have any voting rights as he was a co-opted member of the PCC. There were no objections raised. Peter Hayhurst proposed, and Margaret Galloway seconded that David Ali and David Bowman be appointed for the forthcoming year. There was unanimous approval.

5. Appointment of Sub-Committees:

The chairman explained a little about the function of the committees and those chosen to represent them. He suggested that each of the sub committees look at the remit detailing their function, and to look if there needs to be additions or alterations, and if so to bring them to the next PCC meeting for approval. Claudia König asked if it was possible for people to be on more than one committee. The chairman explained that people can be co-opted on to committees and that there can be an overlap if necessary. Claudia referred to children's work and that there didn't seem to be a committee to deal with this. The chairman explained the reasoning behind this and stated that young children are not forgotten. There followed discussion regarding house groups, other forms of outreach, and the spiritual life of the parish. Margaret Galloway referred to the statement she had made at the last PCC meeting which covered many of the concerns that had been raised.

She also stated that the growth of Christianity in Rushen demands teamwork and that not just a few. The chairman suggested that Claudia and Peta Mills swap committees so that Claudia will be represented on the Mission and Outreach Committee and Peta on the social committee. Susanne Ali was concerned that she had been missed off the list. She was promptly reinstated on to the social committee.

6. Reports from Sub-Committees: *(and matters arising therefrom)*

Finance:

The chairman referred to the financial statement that had been circulated and asked the treasurer (Stephen Curtis) to comment. He referred to the committee meeting held recently where areas of concern were aired. He explained that the total income collected in the last four months was just short of £35,000 compared with a budget for the entire year of £108,500, which suggests that if the trend continues, the total income at the end of the year would be in the region of £105,000, approximately £6,500 more than last year, and could yield matched funding from an anonymous benefactor. Stephen continued by stating that as yet some of our fundraising ideas have not been implemented and that when they do, they could yield more funds which could be matched. Regarding the deficit for the last four months, this stands at £6,600 against a budget of £12,300 for the year. This figure is half of the proposed budget and yet only four months have passed which suggests that there is an overspend which needs to be reduced. The committee looked at the areas of overspend and found that the main one was heating and lighting. Consideration was given to oil costs and it was found that there has been more expenditure on oil in the first four months of 2018 than in the whole of 2017. In light of this Peter Hayhurst was asked if he could look at efficient ways in which these costs could be reduced. The treasurer referred to the document circulated which outlined Peter's findings. Some discussion followed relating to this which culminated in the suggestion that the base temperature should be reduced to 10 degrees, and a target for the temperature for services to 17 degrees. The purchase of a 'Smart' thermostat was suggested for one of the churches to see if this might allow better control of heating. Following this the treasurer referred to insurance costs which had increased and stated that the diocese is looking at ways in which insurance costs for churches could be reduced. In the meantime: **the treasurer proposed that we increase the excess we would pay for a claim from £250 to £500 as this would reduce the annual premium the PCC would pay. Janice Withey seconded this. There was unanimous approval.** There followed discussion with regard to insurance for churches on the island as opposed to those in the UK, and also that because of an anomaly the Vicar & Wardens are expected to pay insurance for the churchyard even though the PCC has to pay insurance for its churches and the churchyard. The vicar then raised the issue of St Mary's Church roof which is leaking above where the churchwarden sits. Contractors were asked to look at this and they established that there was a hole which needed repair. The standing committee agreed that this work be undertaken and that it should not cost more than £1,500.

No other committee reports had been submitted

7. Report from Churchwardens':

No report had been submitted

8. St Mary's Hall *(Proposal by St Mary's Ladies Working Party for new Tables and Chairs)*

The chairman referred to the report submitted on behalf of the Ladies Working Party by Peter Hayhurst which had been circulated. This related to the purchase of new tables and chairs. Peta Mills stated that the chairs were not in a good state of repair and the tables were heavy and, in some cases, rather damaged. The chairman indicated that the present furniture was past its sell-by date and that the document referred to the preferred alternatives which would cost £3,526.31 and that this included VAT and carriage costs. **It was proposed by Peta Mills and seconded by Barbara Qualtrough that the PCC agree to the Ladies Working Party purchase the tables and chairs as detailed on the circulated document. There was unanimous approval.** Peta was asked to inform the Ladies Working Party that it can go ahead with the purchase.

9. Risk Assessments:

The chairman asked David Bowman to comment on the documentation that was distributed with the minutes. He stated that although he had presented the document Peter Hayhurst had been responsible for the risks identified, although some of these were detailed on the first draft of the document which was introduced to the PCC some time ago. Peter was also responsible for referencing the likelihood and severity factors. David

hoped that the PCC would accept the format and if so suggested that the assessments for the other churches and St Catherine's Church Hall be undertaken by the churchwardens attached to them, although he was happy to present them in the same format. The chairman felt that the churchwardens would be the best people to carry out the work and suggested that David would be available to assist. There followed some discussion including a reference as to who was responsible for ensuring that the tasks involved were undertaken. The chairman suggested that another column be added to the existing format so that the responsibility for particular risks is recognised. Even so David Ali stated that someone needed to have overall responsibility for all of the risks identified. The chairman commented on this but as the process was still in its initial stages this would be dealt with at a later stage.

10.Dates of next Meetings:

The chairman referred to the proposed dates he had sent with the minutes. There were two alternatives: the first set of dates referred to dates suggested beforehand which included meetings on Tuesdays and Wednesdays, and the second set of dates were on Tuesdays only. He asked for a show of hands as to which was the better of the two alternatives. The result showed that the second set of dates were preferred.

11.Correspondence:

David Bowman referred to the dates of the Chapter Court for the attention of the churchwardens. He also mentioned the letter from Claire Jennings regarding safeguarding which had been circulated. Although everyone will have received this it was primarily directed to those who are new PCC members to make them aware of the necessity to receive safeguarding training up to level C1. Following this the chairman asked the PCC if it was happy to approve the Diocesan Safeguarding Policy, which would then become our own safeguarding policy. This was agreed and as such needed to be ratified by the signatures of the churchwardens after the meeting.

12.Any Other Business:

The chairman referred to the names of two people who have been added to the electoral roll. They are to be married later in the year. There was some discussion with regard to 'regular' church attendance which is a requirement of people who wish to be married in the parish. The chairman then referred to a letter he had received from Christine and David Roberts, who are Fairtrade representatives for the island, which stated that we were not a Fairtrade parish. Consequently, he specified that by the next PCC meeting he expected that all of our churches and halls would use Fairtrade products. To ensure that we are compliant he intended to inform everyone by writing a short piece in Rushen News. He also stated that it was probable that we would need a Fairtrade representative in each of our four churches. There then followed a discussion with regard to the new data protection regulations. These had been circulated with the minutes. Finally, Peter Hayhurst raised the matter of Raymond Halford who had applied to be a member of the PCC to represent St Mary's Church. The chairman explained the protocol around such an application and that there were procedures that have to be followed which involved the publication of the vacancy on the notice board and that this would be undertaken before the next PCC meeting.

13.Confidentiality:

There were no items of confidentiality.

The meeting closed with a prayer at 9.02pm

Signed: _____

Rev. Joe Heaton

3rd July 2018