



## Minutes of a Meeting of the Parochial Church Council

Monday 26<sup>th</sup> November, 2018

at 7.30 pm

In the Chair: RM

**Present:** Caroline Adams (CA), Tim Bayton (TB), Susan Coombs (SC), Mark Davie (MD), Anne Killingback, (AK), Mic Lane (ML), Rachel Martindill (RM), Jill Mather (JM), Lesley Noakes (LN), Charlotte Payne (CP), Mike Payne (MGP), Marilyn Pegg (MP), Fr Martin Poolton (Fr M), Fr Henry Pryse (Fr H), Pat Read (PR), Nigel Ridgway (NR), Cherie Snell (CS), Nigel Williams (NW)

Fr H opened the meeting with a prayer.

1. **Apologies** were received from Anita Atherton (AA), Jim Weeks (JW)

2. **Correspondence** (circulated before the meeting)

- i. Extra item from FR H: thanks had been received from Gill Luckings of St Petrock's for the Harvest Festival donations. She added her appreciation of all that St James' does to support St Petrock's work for the homeless.

3. **Approval of Minutes** of the last meeting (01.10.18) and receiving the Notes from the Standing Committee (05.11.18)

**The Minutes of the meeting held on 01.10.18 were approved as a correct record** (proposed ML, seconded CA.) The Standing Committee Notes were received.

4. **Matters Arising from the Minutes of the PCC and the Notes of the Standing Committee**

### From the Minutes of the PCC

- i. Minute 4v: in response to requests to have a colour photo on the Welcome leaflet, TB explained that it would be difficult to include all the information needed with a photo as well. TB also assured the PCC that the copier in the office would be able to print the Welcome leaflet. **Action: TB to finalise leaflet and email it to office; RM to liaise with administrator over printing.**
- ii. NR asked how the monthly foodbank donations were coming along. RM: donations are currently being held in church for the December collection.
- iii. Minute 7ii: RM produced carpet samples from the Exeter Carpet Company for the PCC to choose for the Committee Room: £1340 including VAT. NR explained that there are no surplus funds from the hall project, although he does expect a small surplus overall for the year. After discussion, **the PCC approved the purchase of a new carpet and the Astro Walkway for the hall entrance way. Action: Wardens to choose the carpet colour.** The Astro Walkway for the porch had been chosen (blue and non-slip at cost of estimated £700) and was currently awaiting installation by Exeter Carpet Company on 03/04.01.19.
- iv. Minute 10: PR thanked TB for offering the occasional use of his freezer for frozen goods destined for Messy Church.

### From the Standing Committee

- i. Item 8: Fr H reported that the Exeter Singers had decided to go elsewhere for their concert.

5. **Rector's Report (Fr H)**

The PCC received with thanks the report previously circulated by Fr H (see file), who added:

- i. It was good to welcome Steve Turner and his family to the Pet Service.
- ii. Thanks for good wishes on his birthday and the support over his guardian's illness and death.
- iii. There are hopes that the Meditation course might continue in some form into the new year.
- iv. Bishop Jackie would like to visit St James' in 2019.
- v. There were a few glitches to be noted at the ExeVox concert on 17.11.18. **Action: Fr H to discuss with Wardens.**
- vi. Thanks to MGP and CP for organising the Lee Abbey weekend.
- vii. January pulpit swap in the Week of Prayer for Christian Unity – 18<sup>th</sup> - 25<sup>th</sup> January 2019. Fr H will be at the Quaker Meeting House.
- viii. Fr H on two safeguarding courses in February and March next year.
- ix. Some personal information: the second hip will need to be replaced at some point in 2019.

## 6. Treasurer's Report (NR)

The PCC received with thanks the reports and statements previously circulated by NR (see file) who added:

- i. Note I late invoicing: TB asked if a new system has been set up to avoid the loss in income reported in the October figures. NR assured the PCC that he was monitoring the system with the office administrator.
- ii. NR will query the rise of £2500 in the Common Fund levy for 2019, although he advised the PCC that the A grading (the highest rating in IMD deprivation index) is made up of several indicators beyond our control. PR asked who makes the decision. Fr H said that we submit participant figures but there are other factors to be taken in to account. NR agreed that it would be worth making enquiries to find out the formula used by the diocese in using the government figures.
- iii. Funeral and marriage fees: the PCC is responsible for deciding fees for the verger, organist and heating. NR proposed he investigate how much other churches in the deanery charge. Fr M said that our charges are amongst the lowest in the deanery. **It was agreed NR should liaise with Fr M in deciding any increases in fees.**
- iv. **Charitable Giving and Confirmation of Allocations to Charities:** NR suggested a 15% increase to some of the charities (see document previously circulated with finance documents). **PCC agreed NR's suggestions.**

## 7. Wardens' Report (RM & NW)

The PCC received with thanks the report previously circulated by RM and NW. The latter added:

- i. His concern over the future of Luncheon Club, particularly its staffing into 2019.
- ii. Thanks to all who help in so many ways, and Fr H added thanks to Fr M for taking the Tuesday Eucharist on a regular basis.
- iii. Thanks to the Ridgways for the Hall thanksgiving afternoon.

## 8. Committee Reports

### i. Safeguarding (CA)

The PCC received with thanks the report previously circulated by CA.

- i. CA added that there will be several safeguarding events on domestic abuse awareness in 2019.

### ii. Health & Safety (CA)

The PCC received with thanks the report previously circulated by CA.

### iii. Fabric (NR)

The PCC received with thanks the report (21.11.18) previously circulated by NR.

- i. Since 21.11.18, Paul Adams has been painting white safety lines on the steps.
- ii. Many thanks to JW for all his time in completing the loop system and starting the installation of the speakers.
- iii. New hall door: NR reported that the size of the lip had been reduced as the sill was too pronounced.

- iv. NR wondered if the Welcome cards might fall through gaps in the backs of the chairs. TB said that, as the leaflets were folded, he thought this unlikely. **Action: NR and Wardens to monitor the situation.**

## 9. Deanery Synod Report (see Minutes distributed by email)

Key points:

- i. The Common Fund Review was discussed.
- ii. Pioneering Evangelism report from Trinity Church, based in Newcourt.
- iii. Deanery bid for development funding of an HTB plant in St Matthew's. The PCC discussed briefly the funding available for different types of churches.

## 10. Any Other Business

- i. AK asked if the heaters in church had been serviced recently, as some appeared to be getting dangerously hot. **Action: NR and Wardens.**
- ii. Fr H asked for swift replies to the invitation to the Rectory drinks party on 25.01.19.
- iii. RM reminded the PCC that the Knitvity sign-up sheet was available.
- iv. RM thanked members for contributions to the PCC hamper for the bazaar on 01.12.18 and encouraged them to attend.
- v. Thanks to TB and the Communications group for the December *Contact* magazine.

**11. Date of next meeting:** Monday 4<sup>th</sup> February 2019 at 7.30 pm in the Committee Room.

**12. Closing Prayer** at 8.55 pm.

Jill Mather  
Secretary to the PCC  
26.11.18