

**Minutes of a meeting of St Buryan Parochial Church Council Meeting held on  
Monday 8th July 2024 at 5pm**

<b>Present:</b>			
Caroline Amos (Lay Chair, Local Worship leader, Deanery Synod Rep)	<b>CA</b>	Carrie Snaden (Safeguarding Officer & Publicity)	<b>CS</b>
Linda LaRoche (Churchwarden)	<b>LL</b>	Mary King (Director of Music, Local Worship Leader)	<b>MK</b>
Fiona Vinnicombe (Churchwarden, Deanery Synod Rep., Fund Raising Coordinator)	<b>FV</b>		
Julia Dodge (Treasurer)	<b>JD</b>	Janet Standing (Clerk)	<b>JS</b>
<b>Prayers:</b>		<b>Apologies:</b>	
CA opened the meeting with a prayer		None presented	

No.		Action
<b>1</b>	<b>Minutes of the previous meeting held on 10 June 2024.</b> The minutes were signed as an accurate record.	
<b>2</b>	<b>Matters Arising:</b> There were no matters arising. It was noted that the box for collection of completed postcards was now in place by the door.	
<b>3</b>	<p><b>Safeguarding:</b> Carrie reported that the Truro Diocese had released their findings following an independent safeguarding audit of the Truro DBF &amp; Cathedral (carried out late 2023/early 2024) has found that strong and effective leadership by both the Bishop and Dean has resulted in clear and effective focus on safeguarding across the whole of the Diocese. The full report has now been published and can be viewed on the diocesan webpage.</p> <p><b>Dashboards &amp; HUBs:</b> Caroline commented that the Parish Safeguarding Dashboard and Hub would provide better access to information if linked together and noted that we have been unable to progress further and it was agreed that Caroline, Fiona and Linda would meet to complete data input.</p> <p>Following recent communication from the diocesan safeguarding team concerning potential problems it was noted that nothing had materialized but the message as always is to Be Alert, Be Christian but Be Aware!</p>	<b>CA/FV/LLR</b>

<p><b>4</b></p>	<p><b>Finance:</b></p> <p>Julia explained that the way in which the PCC presents its Annual Report and Financial Statements require updating to a more business-like model. The annual report should be written at the beginning of the year and be accepted by the PCC in the same way that the accounts are. The report and accounts become one document which is then handed to the Independent Examiner along with all the financial records. Steve has created a word document which would allow us to create our annual report in an acceptable format. It was agreed that Steve would attend the October meeting to explain the proposed format. This would enable sufficient time for discussions prior to end of year and arranging the APCM date.</p> <p><u>Alarm Guard:</u> an invoice had now been received but was in a different format to last year and had not been sent to the current address. Julia to verify this prior to payment</p> <p><u>Ocean 3 D:</u> An invoice had been received for £206 payable by 1 August 2024. It was unclear whether this related to the previous year 23/24 or the upcoming year 24/25. This fee covers the interactive 360 ° virtual tour of the Bell Tower and external views from the top of the tower. It was noted that a recent attempt to log onto the link via the church website had failed. The question was raised as to whether potential viewers have been able to access the tour and indeed how often the tour is viewed. In the first instance it was suggested Matt be asked to identify how many visits to the link have been made. After discussion the consensus was that we should cancel the contract particularly if logging on to the site is problematical. Julia would contact Ocean 3D to clarify the terms in respect of cancellation of the contract.</p> <p>Following the funeral at the Church last week a few donations had been placed in the churn used for general church donations. A breakdown of monies had been counted and based on the average expected monthly amount a deduction of £80 was made and It was agreed unanimously that £80 be forwarded to Matthews Undertakers.</p> <p>Mary outlined the suggestions and quotation she had received for renewing the pedal pneumatic action to the organ as required by the historic listing status. This work will be costly and requires two further quotations. Once the quotes had been received she would investigate whether any grant aid monies would be available.</p>	<p><b>JD</b></p> <p><b>MK</b></p>
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5	<p><b>Church warden's report:</b></p> <p>The C/W report had been previously distributed. The situation with the maintenance of the Churchyard was discussed and it was noted that on average it takes each team of volunteers six hours to complete the grass cutting. As the Churchyard is a very visible focal point, would it be worth investigating the possibility if any Grant Aid monies were available through the Creation Care Route.? Tremendous work had been done in the village by the Britain in Bloom group. It was also noted that the Parish Council pay for the areas around the Village and the Cemetery to be maintained, It was suggested that an approach be made to the Parish Council to see if an arrangement could be made with them. Approximately 4 hours per week in summer would be required.</p> <p>Thank you notes were sent to everyone involved as a volunteer in maintaining the Churchyard</p> <p>FV would investigate if any grants were available for Churchyard maintenance</p> <p><u>Rally service planning:</u> this was in hand and a planning meeting would be held after the soup lunch on the 18th July</p>	FV
6	<p><b>Fundraising:</b></p> <p>It was suggested that we purchase some outdoor bunting for use at our fundraising events. After discussion it was agreed that bunting over the church gate would be attractive, draw attention to events happening and that we should go ahead and purchase one length (10 metres) at a cost of £25.95.</p>	FV
7	<p><b>Worship including Rota:</b></p> <p>The situation regarding the appointment of a new incumbent was discussed. This is a difficult situation for the Deanery as a whole</p> <p>The next service rota (September onwards) is awaited since confirmation of availability of cover is required and whether Revd Steve Robinson will continue to support us.</p> <p>Revd Steve Robinson is currently unwell and the Revd Brin Berriman has agreed to take the service on Sunday 14<sup>th</sup> – Sea Sunday. Our thanks go to The Revd Steve Robinson for his work on the order of service for Sea Sunday.</p>	

<p><b>8</b></p>	<p><b>Correspondence:</b></p> <p>The Parish Council have received a photograph/portrait of King Charles III which requires an appropriate public building for display. A request has been received enquiring whether St B church might be interested in taking possession of the portrait. However, although the portrait, which measures 50cm x 63 cm, is framed in oak with conservation grade glass, it may be affected by damp in the church building. Other options to house the portrait were suggested such as the Pub, Village Hall or Community House as frequented venues. Feedback to the Parish Council at their forthcoming meeting on Monday 15 July, will be provided, stating that whilst the church would be happy to accept it, there were concerns about long-term maintenance.</p> <p>Nothing further had been heard from the Lights Committee</p> <p>The new bell ropes had now arrived. It was noted that contact be made with Ian Vinnicombe prior to hanging to identify the best positioning in order to avoid any water ingress damage to the ropes in the future if possible. An invoice for the ropes is still awaited.</p> <p>It was noted that the Bell ringers had won the 'striking' competition. Photos and editorial to be displayed.</p>	<p><b>FV</b></p>
<p><b>9</b></p>	<p><b>Date of next Meeting:</b>  <b>Monday 9th September 2024 at 5pm</b></p> <p>There being no other business the meeting closed with a prayer at 6.10 pm</p>	

Signed:..... Date: .....

**CAROLINE AMOS (LAYCHAIR)**