

St Michael the Archangel, West Hill
Bringing Jesus Christ to our Community

Minutes of the PCC meeting

held on Wednesday 20 November 2024 at 7:30 pm in the Narthex

Attendees:

The Revd Mark Ward (Chair), The Revd Mac Dick (Vice Chair)
Pam Johns (Church Warden),
Joanna Bromley (Treasurer),
Sue Lock (Deanery Synod Reps),
John Davies (Electoral Roll Officer),
Sue Ritchie (Safeguarding Officer),
Pam Baker (Health and Safety Officer), Rosemary Hudson (Eco-Church),
Ann Pangbourne (Minutes Secretary, Diocesan Synod Rep)

1 Mark started the meeting with a call to prayer for those in West Hill and beyond:

Ann Simms and her family, Charlotte - his own daughter,

Katie - Rosemary's daughter, Lisa Potter (formerly Lisa McGovern, a curate in the OVMC) being inducted as Team Rector at Axminster this evening, the CoE following publication of the Makin Report & the survivors of abuse. He said that statistically abuse could be happening in West Hill tonight. He led us in the prayer from Philippians 1:9-11

"It is my prayer that your love may abound more and more, with knowledge and all discernment, so that you may approve what is excellent, and may be pure and blameless for the day of Christ, filled with the fruits of righteousness which come through Jesus Christ, to the glory and praise of God."

He asked that others might consider leading the prayer at some of the future PCC meetings. Volunteers required!

ACTION

All

2 Apologies were received from Fiona Rimmer (Church Warden), The Revd Ann Turner, Ann Yates (Licensed Reader), Matt Gardner (Standing C'ttee), Coral King.

Fiona was attending the induction of Lisa Potter

Mark reported that Sue Bonnie has resigned from the PCC and Deanery Synod in order to be with Richard. Pam Johns will send a card

PJ

3 Minutes of the PCC meeting on 18 September 2024.

A draft copy had been previously circulated and no amendments were offered. The minutes were agreed and a fair copy signed.

AP
to Trica L

4 Matters Arising

3 a) Partners in Mission

Ann Pangbourne highlighted a few encouraging points from the recent prayer letter from Jon Carlisle, the UCCF SW Staff worker we are supporting, based at Exeter University. The full letter is posted on the board in the Narthex

4.1 a) Priest in Charge Board

It was agreed that a second board was not necessary.

The Under-Shepherds will be listed, as agreed previously, in alphabetical order of first name: Ann Turner, John Pangbourne, Mac Dick
This is also the order of their starting in ministry at St Michael's

Pam Johns will take this forward

PJ

6 c) EV Parking. There was some comment about the advisability of this given the limited space in the car park and the likelihood that local people would have their own charging points. It was agreed not to take this forward unless someone very much wanted to do so.

5 Written and Verbal Reports

5.1

Churchwardens Report

- a) **Water Leak** Fiona is dealing with the issue of the water leaks which are temporarily repaired but will need a permanent solution. Please could Fiona update? →
- b) **Tech in the Narthex** A new DVD player has been bought for the Narthex and the kind gift of a laptop has been received from a member of the congregation.
- c) **Lite Nite** was a great success.
- d) **Churchwardens' meeting** Pam and Fiona had attended a meeting at Newton Popleford.
- e) **Narthex roof.** This is due to be repaired on Dec 9th.
A Quick Win grant application for £5k has been submitted
- f) **Letter from hall user** - see 5.2 Narthex Management
- g) **Community Speedwatch.** It was agreed that the Community Speedwatch and police should be asked not to use the carpark entrance or the lychgate as this is very off-putting for people wanting to visit the church or graveyard. →

FR

PJ/FR

5.2 Diocesan Synod Report (Sat 12 Oct, 2024)

The full report is posted on the board and a copy of Bishop Jackie's presidential address can be sent to anyone who asks

- a) **Budget** Ann Pangbourne spoke about the budget which is set for 2025 with a plan to reduce the number of stipendiary clergy and depend more on lay people. This plan is expected to go on into 2006, 2007. She abstained from voting on this issue. An answer to the written question which she had asked did not give any reassurance.
- b) **Living in Love and Faith.** Mark was not able to attend the Synod but spoke on this having read the full report. He said that Archbishop Justin Welby on a podcast had said publicly that he believed sex was ok in a committed relationship, without any hint as to the two people who might be in that relationship, which could refer for instance to a number of relationships forbidden in the Bible and listed in the Table of Kindred and Affinity in the Book of Common Prayer.
This was an ambiguous statement creating a sexual ethic different for the Biblical one. He felt this to be indicative of where people are and how we regard Scripture. However this had been overtaken by the Archbishop's resignation.
Next meeting: March 22, 2025
Ann highlighted the CEEC Zoom meeting for PCCs on Thursday 28 Nov and would resend the email →

AP ✓

5.3 Deanery Synod Report (Sue Lock reported that the business part of the meeting was quite short and it was followed by a presentation on Youth ministry and Training in the Diocese. Next meeting: March 10, 2025 at Ottery

5.4 Narthex Management

Mark has asked Sue & Richard Lock if they would take over the Narthex bookings and management from Richard and Sue Bonnie.
Sue has received a letter from a hall user asking if she could post notices for quiet when she has her class; also highlighting a safety and one other issue. This developed into a discussion about hall bookings and church use.
Also how much could be expected of Sue and Richard with regards to the use of the hall. It was agreed that AP should write on behalf of the PCC agreeing to the posting of notices, but making it clear that the church building might be in use. →
On the safety issue it was suggested that she could bolt the folding doors if necessary. →
Further discussion on the use/management may be necessary ? **Future agenda** →

AP ✓

MW

5.4.2 NACRE project

- a) **Project Update:** Pam Johns raised questions over some of the work at the back of the church & the costs that had been initially suggested. The price of materials has gone up and there may be issues with moving the font and moving pews which are plastered into the wall.
She will update as necessary having looked at the Work Packages.
- b) **Give to Go Green** was a great success. Mark asked that the PCC thank to G2GG team.
- c) **Fundraising for Work Packages.** Nothing further to report

5.5 Finance Report. A printed copy of the current Financial Position was circulated and Jo Bromley highlighted the following:

The current surplus is £3,925 excluding the Fundraising total.

The 2024 deficit forecast as of 10/11 is **£4,651**

This is less than previously thought

Church fees will increase from 1st January 2025. Legacies amounting to £4k had been received

The Men's Supper income is £877: it was made clear that this is not to be added to the General Fund as sometimes speakers have to be paid etc.

Utilities have cost £6k+including a water bill of £1k. Fiona will see if this can be reclaimed.

NACRE: Fundraising prior to G2GG amounts to £891

Legacies have been given amounting to £4k

Partners in Mission. Payments still have to be made.

5.6 Safeguarding Report and Action Plan

These had been previously circulated together with a Volunteer Induction Checklist and Code of Safer Practice.

- a) **Training and DBS** Sue Ritchie reported that these are all up to date.
- b) **Safer Spaces Poster** has now been displayed in the porch
- c) **Items for Discussion** on the Safeguarding Report.

The following questions, together with comments by Sue Ritchie, were on the document which had been previously circulated

Is the PCC complying with the Church of England's safeguarding guidance regarding lone working with children or vulnerable adults? We use the Church of England's current Code of Safer Working Practice document which covers this area and a copy is attached for your information. All volunteers are sent this document.

Is the PCC complying with the Church of England's safeguarding guidance regarding appropriate boundaries with children or vulnerable adults? Boundaries are also included in the Code of Safer Working Practice.

Are the Parish Safeguarding Representative and PCC aware of the requirements set out in NOTE 1 below?

"Following a disclosure, the Church Body where the abuse took place or is alleged to have taken place must take such reasonable steps as it is permitted by law to provide the support set out in the "Summary of the Church's Support Offer for Victims and Survivors" table in Section 3 of this Guidance. This applies even if the victim or survivor lives in a different area or is no longer connected with the relevant church."

However, it also goes on to say that the PCC will be considered to have complied with this requirement if the incumbent, priest-in-charge or Parish Safeguarding Officer (or the person to whom the disclosure was made, as appropriate) makes a written request to the Diocesan Safeguarding Advisor that they work with the church to co-ordinate this support.

In any areas of concern I, or other applicable person, have always enlisted the help of the Diocesan Safeguarding Advisor. I therefore think that we are complying with this requirement.

Are the churchwardens aware of their safeguarding responsibilities? The appropriate document is attached.

Information for Victims and Survivors. We already display safeguarding contact numbers and information, both in the porch and the narthex.

Does this church activity have an appropriate induction process? An example Volunteer Induction Checklist is attached.

Are new recruits required to complete an appropriate settling-in period? We do not have a specific settling-in period but volunteers can be asked to stand down if they do not show suitability for a role or there are any safeguarding concerns.

It was agreed that the answers to all these were Yes.

Mark reported that, at a recent safeguarding training event, one of the leaders had said that recruitment procedures in a small church need to be "pragmatic and proportionate."

He suggested we should be asking

Are we looking after each other?

What is our culture? How do we relate to one another in Church?

Do we know each other? Are we caring? Is the fruit of the Spirit evident?

Do we have a listening culture? What are our weaknesses?

9:45 JD left

Mark believes we are a safeguarding orientated church.

Action: to aspire to get enough people to justify a face to face training session.

Sue Ritchie reported that Bp Mike had been in touch to say that they were much busier since the Makin report so responses from the Diocese might be a little delayed.

9:55 The meeting was adjourned.

Mark will talk with the Standing Committee re a way forward

Outstanding items not discussed:

6 Mission

6.1 **Evangelism:** there was no written report & Ann Turner was not at the meeting

6.2 **Mission Action Plan:** has been updated by most Lead people.

Any further updates can be sent to AP who can only do it on a spreadsheet & send as pdf

Action needed - ***not discussed***

7 Governance

Health and Safety incidents

8 Calendar

Provisional dates for PCC 2025 as listed on agenda - tbc

Dates for complete renewal of Electoral roll 2025 as listed on agenda - tbc

Dates of PCC meetings

Standing Committee meetings will be arranged on an ad-hoc basis when required.

PCC meeting dates as previously agreed:

Wednesday 22 January 2025

Wednesday 19 March 2025

Sunday 18 May 2025 for APCM

Provisional dates for May 2025 onwards tbc