

**PARISH OF ST ANDREW, CORBRIDGE WITH HALTON & NEWTON HALL**  
**Minutes of Meeting of the Parochial Church Council**  
**Tuesday 22<sup>nd</sup> September 2015**

The Vicar welcomed everybody and Rev Julie Robson opened the meeting with prayers for the PCC and for refugees.

**1. Present:** Rev David Hewlett (Vicar), Rev Julie Robson (Asst Curate), Cliff Wright (Hon Treasurer), Linda Hunter (Churchwarden), Gilbert Marshall (Churchwarden), Jennifer Wright, David Preece, Richard Dixon, John Bishop, Max Philbrick, Elizabeth Robson

**Apologies:** David Welsh, Monica Philbrick, Jane Stephenson

**2. Minutes of the last meeting (on 18<sup>th</sup> June).** These were approved without amendment. There were no matters arising which were not on the Agenda.

### **3. Worship, Ministry and Mission**

#### **3.1 Vicar's Items**

(a) A reminder was given that Linda is being licensed as a Reader on Saturday 3<sup>rd</sup> October. She will be preaching on 4<sup>th</sup> October, with some celebrations afterwards.

(b) The new Bishop, Christine Hardman, is expected to be installed in December.

(c) Quiet Day. This was slightly different to what had been promised by Alison White originally. There had been some mixed feedback but including positives. Suggestions made included: start with a time of worship; allow talking during the meal rather than silence all day; the lunch was not very good.

(d) PCC Away Day – confirmed for 3 November. The speaker John Sinclair has a passion for evangelism. It was agreed there will be no charge for lunch, but donations may be invited.

(e) Mid-week Holy Communion. There have been no services this month, and comments/ suggestions have been invited for the future. It is intended for those who can't get to church on Sunday, those who prefer a small service, and those who prefer Prayer Book liturgy, but numbers attending are sometimes vanishingly small. Various suggestions were made, include changing to monthly, or continuing weekly but at a later time. The retired clergy are happy to continue officiating. A decision will be made by the Vicar and staff team.

(f) Liturgical furniture. No progress yet on a credence table and bookstands.

(g) 'What do you do on the other six days?' project. The aim is to have 5-minute slots in the 9.30 service featuring members with interesting current or previous career/life experiences to share.

(h) Deepening spirituality in the parish. The Vicar has convened a group which is looking at a range of activities: Home Group (currently active); Julian Prayer Group (it is hoped Jenny Kinnaird and Barbara McNamara may initiate this); Café Church aimed partly at parents of Messy Church children. The Vicar hopes Mark Wroe of Holy Trinity Jesmond will visit us to explain/demonstrate how they run a Café Church in their parish.

(i) Timing of Parish Communion. Some of the elderly find 9.30 difficult to make – should we consider moving Parish Communion back to 10am? All PCC members are asked to informally consult members of the congregation.

(j) Deanery Day, 10<sup>th</sup> October in Slaley. This will look at work so far on deciding where clergy could be located in future as numbers available reduce; and ways of involving lay people more in ministry. All PCC members are invited.

(l) Carole Maskell has agreed to become Catering Co-ordinator and first contact for all church catering needs.

**3.2 Calendar.** This has been circulated to all. A reminder was given to check the calendar before arranging any event/activity to avoid clashes.

**3.3 Children & Youth Work.** As well as the written report from Louise, Linda reviewed recent Messy Church planning meetings. She is pleased there are non-church people on the team who are willing to be involved and to make contributions. Some older girls came to Sunday's MC, and she explained how we plan to respond to their ideas and try to meet their needs. A suggestion was made that in future Messy Church should have its own report heading, as it reaches both children and their parents.

David is pleased we are developing closer links with the Middle School.

**3.4 Choir Report.** Colin's suggestion of another 'Sing St Andrew's' was welcomed. The need to improve congregational singing was well meant but caution was expressed, will it be a good idea – for the same reason introducing a different musical setting for the Eucharist may cause difficulties for some?

### **3.5 Events.**

(a) John Bishop reported on a forthcoming Messiah in the church on Saturday evening 21<sup>st</sup> Nov . There will need to be consultation with the RC congregation.

(b) The Royal Northern Sinfonia has a new Music Director, Lars Vogt. He wants to bring the RNS out from The Sage into the community more often, and seems interested in performing at Andrew's.

(c) Cliff Wright has suggested an event featuring lighter classical/popular music. Linda is arranging an event featuring mandolins and a choir in Spring 2016.

**3.6 Corbridge First School.** As well as the head teacher's report received, David said how much improved the school is. Jennifer suggested we should copy the report to Roger Lowans.

**3.7 Deanery Synod.** Richard reported next meeting is 20<sup>th</sup> October.

**3.8 Reform and Renewal.** Max's report on the recent 'Diocesan Roadshow' was received. Cliff agreed that it had been rather rushed and as a result expressed doubts about the quality of some of the proposals made in the last part of the meeting.

**4. Safeguarding.** Linda updated the PCC on progress by the Parish Safeguarding Group. Each parish is required to do an audit of safeguarding at a Refreshing Safeguarding Practices session– we have done our own. The pack given to all members includes a 7-point action plan, which were explained and discussed, with clarifications given, including:

- On p2 of the Policy, the 'Church community' means anyone who volunteers to work within the church and its activities, as distinct from members of the wider village community.
- On the Confidential Declaration Form, mention is made of DBS Filtering Rules. Linda briefly explained what sort of old and minor/traffic offences these covered.
- The Methodists, who are involved as Messy Church volunteers, follow the same procedures as then CofE, and Jane Cook is confirming they will be appropriately checked.

The meeting unanimously approved the Junior Church, Messy Church and the Choir to carry out activities with children. A list of those working with these groups was appended to the form. In addition Margaret Preece was unanimously approved at Parish DBS Administrator.

The proposed actions were for the PCC to:

1. Adopt the written Safeguarding Policy for the Parish

2. Approve the Safe Practice Guidelines
3. Agree the reviewed Safer Recruitment process for both volunteers and paid employees
4. Support the Parish Safeguarding Officer and the Vicar in encouraging volunteers to attend Diocesan training
5. Approve Junior Church, Messy Church and the Choir to undertake work that will involve children and young people
6. Agree the process of cascading information about safe working practices and safer recruitment to those who lead groups

All were approved with one abstention. The seventh action (approval of brochures and forms for hiring the church and cottages) will be considered at a later meeting.

## **5. Finance, Fabric and Administration**

**5.1 Funding Campaign.** (See under Treasurer's report.) Although we have received fewer returned forms than we hoped, Richard Gascoyne (Diocesan Parish Giving Officer) thinks our response rate is high.

**5.2 Treasurer's Report.** Cliff talked through his written report, then circulated income figures to the end of August. There are still numbers of previous donors who have not responded to the Funding Campaign, so their intentions are unknown. We also don't know if new standing orders are replacing plate donations for a smaller/larger/unchanged amount.

- However early signs are of a modest increase in giving of 4% or more.
- Putting a second giving plate out at funerals 'for St Andrew's Church' has made a significant difference.
- The music festival was a success both musically and financially.

All appreciated the clarity of Cliff's reports and presentation.

**5.3 Fundraising.** Linda listed a series of fundraising events currently being planned for 2015 and 2016. A comment has been received that the Christmas Tree Festival income should go to charity and not the church. It was agreed that we will put up a sign stating that 10% of our income is given to charity, and listing the charities supported in the previous year as we won't have decided the next charities list.

**5.4 Churchwardens' Report.** (a) Church roof. Gilbert clarified the position on repairing church roof leaks, and asked for permission to accept the quote preferred by the Churchwardens. This was approved unanimously.

(b) Church clock. David Welsh has put forward a proposal to get the bell ringing correction approved, so this item will be reviewed again by the Churchwardens.

(c) The Quinquennial inspection has been carried out, and more thoroughly/extensively than before – so we await the results.

(d) Fire risk items in the tower. Colin Williams will be consulted by the wardens about moving old music which is never used, either putting it in the garage or disposing of it.

(e) Organ proposals. The organ currently costs about £500-£600pa in maintenance, and the wardens' aim was to prepare a schedule for maintenance over the next few years. Paul Hale's report has not addressed this, and he was not instructed to seek a quote from Lightbown and Sons. Points made during extensive discussion included: Asking for funds from the community for this is out of the question; a technical case has been made but no 'business' case; whilst much valued, the organ is not central to the ministry of the church; we would like Paul Hale to deliver on his original brief. It was proposed by Gilbert Marshall, seconded by Linda Hunter, and carried unanimously that "We cannot proceed with the proposal as presented to us, but we want to maintain the organ in good working order for as long as

possible.”

(f) Cottage windows. We will ask the architect to provide advice on internal secondary double glazing, to reduce condensation.

**5.5 Cottage.** John Bishop asked for approval for £75 spend to clean the cottage padded chairs – approved unanimously.

**6. St Oswald's Halton.** We have received a request from Warwick and Suzette Milne to reserve grave spaces in the churchyard. This was unanimously approved.

**7. St James' Churchyard Newton.** No items.

**8. Correspondence.** No items.

**9. Any other business.** Linda Hunter would like to purchase a laminator for church use. It was suggested that this should be A3 size, and purchase was unanimously approved.