

# **ST MARY'S CHURCH, WEST ACKLAM, PAROCHIAL CHURCH COUNCIL**

## **Minutes of meeting held on Wednesday 18<sup>th</sup> May at 7.30pm in church**

- 1 The meeting opened with prayers led by Rev. Norma Rao
- 2 Present: Rev Norma Rao (Chairperson) and 12 elected members  
J Lomas, J Carr, B Livingstone, M Morrell, A Carr, D Dorman-Smith,  
G Dorman-Smith, J Walters, W Hirst, P Crane, N Crane and C Marchant.
- 3 Apologies: R Lowes, R Willis, S Shaller, V Crooks and H Walters
- 4 The minutes of the meeting held on 10<sup>th</sup> March 2016 were accepted as a true record apart from one amendment – Item 125 “Announcements”. The date of the Deanery Conference should be 3<sup>rd</sup> November.  
Proposed: J Carr Seconded: W Hirst. Approved unanimously  
The minutes of the extraordinary meeting held on 6<sup>th</sup> April 2016 were accepted as a true record.  
Proposed: G Dorman-Smith Seconded: M Morrell. Approved unanimously.

### **5 Matters arising**

#### **115 Mission Action Planning Tool**

The Vicar advised that further thought and planning is needed regarding ideas to bring children into church, and she hoped we could discuss at a future PCC meeting. **Vicar**

#### **117, 095, 082, 068, 057 Isherwood Hall Notice Board**

Margaret Morrell reported that Lee Blake is unable to make the board due to work commitments.

#### **117, 095, 081, 068, 057 Norman Brown Room**

Hannah Walters promised to advise the churchwardens as soon as possible of the dimensions of the board required by the Brownies. **Hannah Walters**

#### **117, 095, 081, 068, 053, 042 Banking money**

More volunteers are still needed.

#### **117, 095, 081, 072 Acklam Hall access path from church**

Jenny Lomas advised that a further meeting will take place with Phil Christie next week. She also advised that the water supply was cut off to the church in error by the builders, but has been put back on. Taylor Wimpey are investigating the legal issues/ownership regarding the damaged wall around the churchyard, hopefully to resolve during the summer. **Bob Willis / Jenny Lomas**

#### **124 Easter**

Tony Carr reported that the final total raised by the Lent Lunches was an excellent £2,070

### **6 FINANCIAL MATTERS**

Peter Crane had circulated the accounts for February, March and April prior to the meeting (copies in the Minutes book). He commented that after a poor month in March, it was good to report our income exceeded expenditure in April.

A proposal by David Dorman-Smith, seconded by Christine Marchant, to allow the Standing Committee to increase their approval of spending up to £500 was agreed unanimously.

### **7 FREEWILL OFFERING 2017**

We have been asked by York to submit our offering for next year by 31<sup>st</sup> July. The Vicar advised that York is concerned that parishes have not been increasing their giving in line with inflation and if this continues it could have an effect on providing clergy within the York Diocese. The treasurer, Peter Crane, explained we have managed to reduce our spending last year while our income remains stable. However, he did point out, as we have an elderly congregation, our income will not increase. After a discussion, it was proposed by Jenny Lomas and seconded by Jill Carr to increase our giving by £175 per month to £3,475, making a yearly total of £41,700, a rise of 5.3%. This was approved unanimously.

Information issued by York had been circulated to PCC members but it was agreed that information should also be given out to the congregation so they are aware of our decision on giving for 2017.

Peter Crane was asked to write an article for the Parish News and literature would be placed at the back of church for the congregation. **Peter Crane / Secretary**

## **8 CHILDREN & YOUNG PEOPLE'S COMMITTEE REPORT**

Stewart Shaller had circulated the report prior to the meeting (copy in the Minutes book).

Margaret Morrell reported that nobody has come forward to join the Youth Group as a junior leader advised the group are going to hold a "Mad Hatters' Tea Party" on Saturday 16<sup>th</sup> July in the church hall starting at 2.30pm. It will involve the young people making their own food for the tea, playing games, and making craft items. It will be open to all children in the parish, in addition to the Youth Group members. Uniformed groups will also be asked to join in. Tickets will be issued at £3 per child.

**Margaret Morrell**

## **9 CHILD PROTECTION / SAFEGUARDING REPORT**

Gillian Dorman-Smith provided an update referring to the second article from Dave Finan, Diocese Safeguarding Advisor, which has been forwarded to all PCC members. She highlighted the Diocese position on safeguarding training which is compulsory at five different levels. The Foundation level would be required of all PCC members. After a discussion it was agreed that a start on training should be made at the PCC Away Day on 2<sup>nd</sup> July and include other church members where appropriate. Gillian will ask for a morning session so that the PCC can discuss other matters after lunch. Gillian also reminded members that if any group is taken on a visit away from church, then a risk assessment must be done.

**Gillian Dorman-Smith**

## **10 MISSION GROUP REPORT**

The Vicar advised that the Parish Prayer Group had met twice on the second Tuesdays in April and May. Each month the leaders, David and Gillian Dorman-Smith, Hilary Longstaff, Norma Crane and Rev Norma Rao, would lead with a particular theme.

The 11am Family Service will continue to change and be more creative. The first Sunday in each month will be a study Sunday during which the Vicar will teach on designated topics of Christian faith. The Vicar also hoped that study groups would meet in church after the summer period.

## **11 FRIENDS OF ST MARY'S REPORT**

Peter Crane reported that the group had helped financially to provide a visiting communion set, and assisted with the costs of the new church notice board. Two new members had offered to pay for the refurbishing of the church porch and external lighting to the church path. The Richard Lumley Trust would donate £20,000 in memory of Enid, Dorothy, Ida, Roland and Richard Lumley, authorised by the Trust family members, Dr Susan and Keith Williams. Peter was looking at obtaining quotes for both projects.

**Peter Crane**

## **12 FAMILY SERVICE MEETING (11am) REPORT**

The Vicar advised that the meeting took place on 19<sup>th</sup> April and Jenny Lomas had issued the minutes prior to this meeting (copy in Minutes book). It had been a constructive meeting and most people understood the necessity of change and were willing to participate and support the change. There are regular planning meetings open to all those who attend the service regularly.

## **13 PASTORAL GROUP FORMATION**

The Vicar reported that she is looking to form a group to become a pastoral network involving home visits, baptism and post funeral visits. She hoped volunteers would come forward over the next fortnight to enable her to form the group as soon as possible.

**Vicar**

## **14 EASTER SERVICES REVIEW**

It was agreed that the Good Friday Walk of Witness on the morning needs to be changed, as it is achieving little singing to an empty car park with cars driving by at the Coronation shops.

The Good Friday afternoon service, including the Passion Readings and the Easter garden, had both been successful. Some members had missed the Easter Eve and Sunrise Services and the Vicar said she would look to having a Sunrise Service on Easter Day next year.

## **15 AGM REVIEW**

The meeting had been reasonably attended by 35 people who had enjoyed a faith supper and quiz given by Bob Willis. The Vicar advised that we may change the timing next year also, to after a service on a Sunday morning. It was agreed for the Secretary to write a letter of thanks to Lyn Hunter, who retired from the PCC after many years' service, and was also the Christian Aid Week organiser.

**Secretary**

## 16 ELECTION OF OFFICERS

Vice Chairman	Churchwardens
Secretary	Brian Livingstone
Endorsement of Treasurer	Peter Crane
Gif Aid Secretary	David Dorman-Smith
Electoral Roll Officer	Margaret Dabbs
Envelope Secretary	Mabel McGurk
Safeguarding Officer	Gillian Dorman-Smith
Health & Safety Officer	Brian Marchant
Independent Assessor	Colin Shaughnessy

All the above posts were proposed by Gillian Dorman-Smith, Seconded by Christine Marchant and agreed unanimously.

## 17 APPOINTMENT OF PCC COMMITTEES

The Committees were elected as follows:

### **Standing Committee:**

Rev N Rao (Chair) J Lomas and R Willis (Churchwardens) P Crane (Treasurer) B Livingstone (Secretary) S Shaller (Reader) C Marchant.

### **Finance:**

P Crane (Chair) Rev N Rao, J Lomas, R Willis

### **Children & Young People:**

S Shaller (Chair) J Lomas, B Livingstone, M Morrell, V Crooks, H Longstaff, H Walters

### **Mission Group:**

Rev N Rao (Chair) S Shaller, M Morrell, N Crane, H Walters, H Longstaff

### **Church Buildings:**

J Lomas (Chair) P Crane, M Morrell, J Piggales, B Livingstone, M Crooks, A Carr, J Carr, W Hirst, J Walters, B Marchant, M Brownlee, R Willis.

### **Fund Raising:**

J Lomas (Chair) L Hunter, W Hirst, G Dorman-Smith, B Livingstone, J Carr, P Crane, N Crane, C Marchant, J Woodward, S Audsley, plus co-opted members if required.

The Vicar is allowed to attend any of the committee meetings.

The committees were proposed by Gillian Dorman-Smith, seconded by John Walters and agreed unanimously.

## 18 ANNOUNCEMENTS

May 29<sup>th</sup>, a Fifth Sunday, would have a simplified format followed by lunch booked at Acklam Hall.

Deanery Synod on 7<sup>th</sup> June is to be held at St Mary's. Evening Prayer followed by refreshments, then Synod will meet. Our Synod representatives plus Stewart Shaller, volunteered to provide and serve refreshments.

PCC Away Day – Saturday 2<sup>nd</sup> July. After the Safeguarding training in the morning, the Vicar asked PCC members to think about our aims for producing publicity to distribute onto the new housing estates and also put our aims in the church porch. Facebook should also be used to promote the church. These ideas would form the basis for the afternoon agenda. The Vicar also asked if members could think of ideas to promote the "Back to Church Sunday" in September.

**All PCC members**

The Vicar made a proposal to change the PCC meetings to every other month, as she felt business could be conducted satisfactorily by meeting six times a year. This was accepted and the meetings will normally be on the second Wednesday of the month. The next PCC meeting will be 13<sup>th</sup> July.

**19 SUB COMMITTEE MEETINGS**

Standing Committee 28<sup>th</sup> June

**20 ANY OTHER BUSINESS**

**Electoral Roll:** It was agreed to remove the names of Clifford Bowater and Audrey Watson

We have been invited to put forward any members of our congregations who are aged 90, to enable them to attend a special service later this year in Ripon Cathedral. The only person known so far is Mary Birch who may not be able to travel so far.

The Secretary had circulated to all PCC members details about a Prayer Magazine issued bi-monthly, together with details about a Prayer Guide.

The Vicar closed the meeting with prayers at 9.30pm