

**ST MARY'S CHURCH, WEST ACKLAM, PAROCHIAL CHURCH COUNCIL**  
**Minutes of meeting held on Thursday 9<sup>th</sup> March 2017 at 7.30pm in church**

89 The meeting opened with prayers led by Rev. Norma Rao

90 Present: Rev Norma Rao (Chairperson) and 12 elected members  
J Carr, B Livingstone, M Morrell, A Carr, G Dorman-Smith, D Dorman-Smith,  
W Hirst, P Crane. N Crane, C Marchant .R Willis and J Lomas.  
Colin Shaughnessy (Independent assessor)

91 Apologies: R Lowes and V Crooks.

92 **Approval of accounts for 2016**

Rev. Norma Rao welcomed Colin Shaughnessy to the meeting. Colin advised that Peter Crane had circulated the accounts to committee members prior to the meeting.

The accounts for 2016 were proposed to be accepted by Jill Carr and seconded by Norma Crane approved unanimously. Colin Shaughnessy was then thanked by the Vicar for all his work on the accounts and Colin then left the meeting.

93 The minutes of the meeting held on 11<sup>th</sup> January 2017 were accepted as a true record . with the following amendment, 78 Training Course at Trinity Centre, North Ormesby on 4<sup>th</sup> February add Tony & Jill Carr to list of names who attended. .  
Proposed by Tony Carr and seconded by Margaret Morrell. Approved unanimously.  
The minutes of the extra meeting held on 29<sup>th</sup> January 2017 were accepted as a true record  
Proposed by Jenny Lomas and seconded by Margaret Morrell. Approved unanimously.  
The minutes of the extra meeting held on 5<sup>th</sup> February 2017 were accepted as a true record.  
Proposed by Gillian Dorman-Smith and seconded by Jill Carr. approved unanimously.

94 **Matters arising**

**76 etc. Acklam Hall access path, Eucalyptus tree, Choir stall lighting, Church wiring, Vestry safes, Notice boards, war grave plaque, Layby re-surface, Church path lighting,**

Robert Willis had circulated seven updates covering the above mentioned items (copies in minutes book)  
Approval of costs incurred were agreed at the two extra PCC meetings.

**66,76 Deanery conference:** Cafe Church Rev Norma Rao advised she had visited St. Cuthbert's Ormesby together with Margaret Morrell and Wyn Hirst and had experienced an excellent presentation about Cafe Church a format that works well for St. Cuthbert's. However Norma believes that our own service at 11 am each Sunday is the best way to teach people about Christianity and prepare them for our 9 am Communion service.

**71,76 Carol singing:** Margaret Morrell reported that after the success at Christmas Teesside Hospice have invited us to sing again during the summer.

**79 Publicity working group:** Rev Norma Rao had met with the graphic design company to discuss Church porch welcome message. Further discussions to take place in order to make a final choice.

**Rev Norma Rao**

**80 Church Hall Licence holder:** Middlesbrough Council have now been informed Rev Norma Rao is the licence holder. It was also noted that two new notice boards for church information have been put in the main hall.

**82 Young people's activities:** Margaret Morrell advised that the event arranged for 22<sup>nd</sup> February had been cancelled due to lack of leaders and not enough time to get parents to complete a consent form for each child prior to the event.

**84 Christmas activities:** Christmas Tree Festival. It was proposed by Tony Carr and seconded by Brian Livingstone that the nominated charity for this year's festival would be Zoe's Place, agreed unanimously.

95 **FINANCIAL MATTERS**

Peter Crane had circulated the accounts for January and February prior to the meeting (copies in the Minutes book). He had explained that February had been a poor month due to income being down and expenditure up due to electrical wiring repairs in church and several repairs in the church hall.

It was agreed that we would invite the successor to Rev. David Butterfield (York Diocese advisor on Generous Giving & Stewardship) who retires later this year to attend a PCC meeting possibly in February 2018. This would help us look at starting a stewardship campaign which should take place every three years. To help increase our giving this year it was agreed that Robert Willis would compare our weekly giving with the averages throughout the country and in particular our Diocese. **Robert Willis** .

## 96 CHILD PROTECTION / SAFEGUARDING REPORT

Gillian Dorman-Smith informed the PCC of a recent incident in the general area and assurances were given that there was no cause for concern within the parish organisations. Further details are in the minutes book.

Gillian reported that Dave Finan (York Diocese Safeguarding Officer) has resigned and the Safeguarding Surgery arranged for 26<sup>th</sup> January had been cancelled. However the training course for PCC members on 4<sup>th</sup> February had been held with Jill Carr, Tony Carr, David Dorman-Smith and Gillian Dorman Smith attending. A new officer plus two part time appointments will be made but in the meantime the Durham Diocese Officer will help.

More Safeguarding updates have been issued by York and as a result all PCC members have to be DBS checked and complete a confidential declaration form. In May DBS will be available electronically. Our Safeguarding Policy will have to be approved at the next PCC meeting. **Gillian Dorman-Smith**

Social Media Guidelines: We need to appoint a person to oversee Facebook/Media activities asap.

## 97 PASTORAL GROUP REPORT

Rev Norma Rao advised the group has five members meeting on a regular basis. Safeguarding checks & confidentiality forms have been completed. Badges issued to members which now include Jenny Lomas. Norma has still to put in writing a summary of the groups aims. **Rev Norma Rao**

## 98 MISSION GROUP REPORT

Rev Norma Rao reported that approval has been granted to change the bookshelves at the back of church into visible notice boards.

Further discussions ongoing regarding the position of the sign outside church with limited space available. 11 am Sunday service more work needed and help from regular worshipers from 9 am service on a rota basis. **Rev. Norma Rao**

## 99 YOUNG PEOPLE'S ACTIVITIES

Margaret Morrell reported that the Youth Group continues to meet monthly on a Sunday evening with 40 young people attending the last meeting. Margaret thanked all who have started collecting bottle tops and used stamps for the guide dog project.

Scripture Club at Green Lane School continues to meet every Tuesday with 36 young people at the last meeting

## 100 FUND RAISING COMMITTEE REPORT

Jenny Lomas advised that the Quiz/pie and pea event on 17<sup>th</sup> February had been well supported with a total raised of £274 for church funds from entrance fees and a raffle.

The next event is a Sapphire Coffee morning on 6<sup>th</sup> May. A strawberry tea will be held at The Vicarage if a suitable date can be found in June/July.

The Christmas Tree Festival will be on the weekend of 9/10<sup>th</sup> December and will be opened by the Olympic athlete Chris Tomlinson. A volunteer is needed to co-ordinate and contact businesses.

## 101 DEANERY SYNOD REPORT

The details of the February meeting together with notes from a York Diocesan meeting had been circulated by Jill Carr prior to the meeting. She pointed out that Together Middlesbrough & Cleveland has appealed to the parishes for donations as in urgent need of £10,000 to be raised locally. It was also noted that three new Synod reps will have to be appointed at our AGM, and information relating to the important role they will fulfil will be put on the Church notice board. **Secretary**

Rev. Norma Rao advised that Hemlington has now been moved from Stokesley to Middlesbrough Deanery.

## 102 LENT COURSE/EASTER ARRANGEMENTS

The lent course will be held on Wednesday evenings in church to be given by Rev. Norma Rao based on The church calendar and Lectionary.

Easter cards 200 will be printed to be given out by members of the congregation targeting the new houses built near the church.

Details of Easter services will be published in the April edition of our Parish News.

### **103 ANNUAL GENERAL MEETING**

The meeting will change to a Sunday on 30<sup>th</sup> April at 11 am after one service to be held at 10 am. It is hoped more people would therefore attend the meeting after which Jenny Lomas has booked lunch at Acklam Hall. Anyone interested details are at the back of church  
PCC approved a proposal to ask the AGM to reduce the elected members on PCC from 12 to 9 people.

### **104 PCC AWAY DAY**

It was suggested we hold our annual away day again at Saltholme Nature reserve date to be confirmed  
**Vicar**

### **105 ANNOUNCEMENTS**

Lent lunches continue each Wednesday until 5<sup>th</sup> April

Visit to York Minster 16<sup>th</sup> March

Annual General Meeting 30<sup>th</sup> April

Next PCC meeting 10<sup>th</sup> May

### **106 Sub Committee meetings**

Fund raising Committee 13<sup>th</sup> March

Standing committee 25<sup>th</sup> April

### **107 Any other business**

Jenny Lomas advised that a request to run a preschool nursery in the church hall had been turned down as we do not have the space or standards available to accommodate 2-4 year olds on a daily basis.

It was hoped to improve collections for church funds at funerals

Brian Livingstone advised he had circulated information about Boro Angels and their aims  
It is hoped to put an article about their work in the Parish News. Brian also confirmed he had submitted our annual statistics for mission returns to York. In return they had provided us with our parish dashboard for the last decade

Tony Carr gave details of two Deanery Fellowship meetings both to take place at St Mary's Church

26<sup>th</sup> April speaker Rev Norma Rao

30<sup>th</sup> May speaker Rev Simon Wright

The Vicar closed the meeting with prayers at 9.20 pm