

**THE PARISH OF ST BARTHOLOMEW, GREAT GRANSDEN
THE PARISH OF ST PETER AND ST PAUL, LITTLE GRANSDEN**

Joint PCC meeting Monday 18 November 2019

7:30pm in The Vicarage

Present: Betty Bates, Tony Bevens, Revd Rachel Blanchflower (Chair), Rob Chignell, Nick Collett, Andrew Fogg, Rachel Fogg, Sheila George, Phillip George, Jane Middleton, Ian Ramsay, Nick Wareham

1. **Apologies:** Jim Harvey, Iain Strath, Jenny Wilkinson
2. **Prayers** – Revd Rachel opened the meeting with prayer
3. **Declarations of interest** – none were declared
4. **Notification of any items of Any Other Business** - None
5. **Minutes of the meeting of 16 September 2019**

These were accepted and Nick Wareham, who had chaired the meeting, signed them.

6. **Safeguarding Report**

Phillip George, Safeguarding Officer, was in attendance to deliver the safeguarding report which had been circulated. He made the following extra points:

There would be a whole benefice safeguarding team meeting in the New Year. The gaps in the safeguarding procedures were around recruitment and training. Phillip reported that he held a copy of the Parish Safeguarding Handbook.

Safer Recruitment – there might need to be some form filling to produce role descriptions

Training – PCC members needed to have done C0 training – all GG and LG PCC members have done this. Churchwardens need to have done C2. Revd Rachel commented that she was hoping to arrange local training to avoid churchwardens having to travel to Ely.

Use of church premises by third parties – it is now a requirement that we see their safeguarding policy.

Revd Rachel commented that the intention was to raise awareness of the safeguarding process but often this has the reverse effect. We need to make sure that we comply but make the process easy and relevant.

Reporting of serious incidents to the Charity Commission

There is now a requirement to report both safeguarding and non-safeguarding serious incidents to the Charity Commission. Normally such incidents would be reported to the relevant Diocesan officers who would pass the information on. It was agreed that Revd Rachel and Nick Wareham would take responsibility for non-safeguarding incidents and Revd Rachel and Phillip George for safeguarding incidents.

Jane Middleton proposed, Nick Collett seconded that the PCC agree to delegate responsibility for reporting to the Diocese. This was agreed unanimously and the Secretary requested to complete the papers and send them off. **Action: Rachel Fogg**

Before Phillip George left the meeting he raised a Health and Safety query: he requested that the tower door in GG be kept clear for egress as it is the safety exit for the bellringers. Phillip would be happy to be involved in any discussions about clearing the space. **Action: Rob Chignell**

7. Matters Arising from the Minutes of 16 September 2019

7.1 12 June 2018 Item 10: Email role accounts – Rachel Fogg has set up role accounts for pccsecretarygreatgransden@gmail.com and pccsecretarylittlegransden@gmail.com. She would forward details of the account set up to Ian Ramsay for LG Treasurer

7.2 16 September 2019 Item 6.2: Names on Roundabout articles – Iain Strath reported “Marie and I had a look at Roundabout and couldn’t find anything that wasn’t identified with a name. She will continue to ensure that’s the case. We have been very clear that Roundabout is about information not opinion. Marie has refused contributions on that very clear criteria. (The only personal view allowed is in the pastoral letter)”

7.3 16 September 2019 Item 9.2 – Rachel Fogg has contacted grant givers. Neither CHCT nor Church Care will give a grant for the sound system. Amey Community Fund will consider it. The deadline for the Expression of Interest is 9 December for a decision in March 2020. Rachel Fogg will make an application. **Action: Rachel Fogg**

8. Priest in Charge Report

Report attached.

9. Fabric reports

9.1 GG – Rob Chignell had presented a written report. He added that the contractor, Herringbone, had been wonderful to work with. It was

agreed that the PCC would write to thank them for their work and their flexibility. **Action: Rachel Fogg**

- 9.2 GG Sound System – Andrew Fogg reported that a brief had been received and comments have gone back to Mike Hyland.
- 9.3 War Graves sign – Revd Rachel explained that the Commonwealth War Graves Commission were requesting permission to install a sign at the entrance to the churchyard indicating the presence of war graves. As the churchyard belongs to the Parish Council the Secretary had written to request permission from the Council and was awaiting a reply. Rob Chignell proposed and Sheila George seconded that a sign should be installed if the Parish Council gave permission, the exact placement to be discussed. All were in favour.
- 9.4 LG – Nick Wareham had presented a written report. He requested agreement to proceed with the purchase of kneelers for the altar rail. This was agreed.

10. Treasurers' Reports

- 10.1 GG – Andrew Fogg had presented a written report. As of today the fundraising for the quinquennial works had raised about £26000 – the exact sum was waiting for a decision from Clare College on the precise amount they would fund. Between £4000 and £5000 remained to be raised. Andrew had ordered a card reader. After fees the church would receive £4.77 for every £5 donated. The card reader could be used for the collection of fees (weddings, funerals etc) as well as for collections at occasional services. Andrew was of the opinion that the reader should be kept in the church.
- 10.2 LG – Ian Ramsay had presented a statement of the finances at today's date and also a budget for 2020. He first wished thanks to Betty Bates to be minuted for the organisation of the Autumn Bazaar. He also raised a query about whether the clockwinder's fee would still be paid after the clock works were completed. Ian would not be buying a card reader for LG
- He then wished to discuss the Budget and the continuing deficit in the General Account. At the moment the General Account deficit is cleared from designated funds each year. If income does not improve the designated account will be exhausted by end 2020. He asked whether it might be possible to take the interest from the Pickard account and put that into the designated fund. Nick Wareham had consulted the

Pickard Trustees on this matter and they had agreed that the interest could go into PCC funds. Ian had done some analysis of regular giving to LG:

45% of regular donors are from LG

35% of regular donors are from GG

20% of regular donors live outside the villages

45% of regular donors are pensioners

When Ian asks why people do not increase their giving the reason is often that LG has 'lots of money'.

Nick Wareham asked whether either parish has considered the Parish Giving Scheme – Andrew Fogg said that he was not in favour for GG.

Rachel Fogg asked what the level of collection income to date was - £1700.

Ian gave notice that he wished to stand down as Treasurer in April 2020.

11. Health and Safety Report

There were no items to report. There was a query over the location of the accident book in Great Gransden. The Churchwardens were asked to locate it.

Action: Rob Chignell

12. Charitable Donations

Jenny Wilkinson had presented a report by email which would be circulated with the Minutes. USPG had been informed that we would no longer be supporting Father Terto in Rio. It was agreed that the Churches would continue to support Mind in Cambridgeshire. An overseas charity working with women would be chosen as the other regular recipient of church giving.

Action: Rev Rachel and Jenny Wilkinson

Ian reported that LG would be giving £200 to Mind in Cambridgeshire, £200 to the new charity, £100 to Christian Aid and £100 to the Children's Society in December as usual.

13. Photography and Videography at weddings

Draft guidelines had been circulated. Rob Chignell wished to clarify that the congregation would not be allowed to take photographs during the actual marriage. Revd Rachel confirmed that she will make an announcement at the beginning of wedding services advising when guest photos can be taken, as per the outlines provided and agreed with couples during preparation.

Rachel Fogg proposed and Andrew Fogg seconded that they be adopted. All were in favour.

14. Deanery Synod report

The Minutes of the 30 October Deanery Synod would be circulated with the Minutes. The Parish Share increase for 2020 would be 2.5%. Sheila George asked whether the new Rural Dean would be continuing with Greater Chapter? [Chapter is clergy only, Greater Chapter includes LLMs and ALMs]

15. Future Events

A list of the Advent/Christmas services had been circulated. The Carol Service in GG on 22 December would be in aid of two homeless charities – Three Pillars and Emmaus.

16. Dates of Future Meetings

APCM - Sunday 29th March 2020 after the 10am Service. Phillip George had kindly agreed to prepare the reports again – deadline for submission 8 March 2020

PCC meetings would be Mondays in February, June, September, November – exact dates to be agreed by circulation

The meeting closed at 9.30pm with the Grace.



Actions:

Item 6: Rachel Fogg to complete and return to the Diocese the papers relating to the delegation of responsibility for reporting serious safeguarding incidents to the Diocese.

Item 6: Rob Chignell to ensure that GG tower door to be kept clear for egress

Item 7.1: Rachel Fogg to forward details for setting up role accounts to Treasurers and churchwardens

Item 7.3: Rachel Fogg to finalise application to Amey Community Fund for GG sound system

Item 9.1: Rachel Fogg to write to Herringbone expressing GG PCC's thanks

Item 11: GG churchwardens to locate accident book

Item 12: Revd Rachel and Jenny Wilkinson to provide details of 2nd charity to be supported.