

Minutes of Little Gransden PCC held 21 November 2017
7:30pm at 15 Church Walk, Little Gransden

The Meeting began with Prayer led by Rev. Catharine Furlong

Present: Rev. Catharine Furlong, Betty Bates, Nick Collett, Sheila George, Donald Lester, Ian Ramsay (Treasurer), Stephen Sullivan (Secretary), Nick Wareham (arrived 7.48).

There were no apologies for absence.

1a. MINUTES of LG Meeting at APCM, 25 April 2017.

A request had been made for a correction to these Minutes at our meeting of 27 June, and the corrected version was signed by Catharine Furlong.

1b. MINUTES of Meeting from 27 June 2017

These were read and accepted as a correct record and signed by Catharine Furlong.

2. MATTERS ARISING.

All Matters Arising are dealt with elsewhere in these Minutes.

3. TREASURER'S REPORT

The figures for the Accumulated Funds and Investments as on 20 November 2017 had been circulated to the PCC. The total for the Accumulated Funds is lower than in June 2017 because £30,000 has been moved from the Deposit Account to the Current Account to allow for expected payments from the Fabric Account. The income tax reclaim for 2013-2017 has now been submitted to HMRC. Thanks to the Pickard Legacy and grants from the Listed Places of Worship scheme, we are in an advantageous financial position compared to most churches; however, we continue to make a loss with day-to-day running expenses.

3b. BUDGET for 2018.

The Treasurer was not ready to present a formal Budget at this Meeting. We agreed, however, to continue the budgeted regular payments to the United Society (overseas missions), Christian Aid, the Children's Society, and Cambridgeshire MIND. **ACTION** Ian Ramsay, who will speak to the Clock Winder about future arrangements for the clock, and has still to write to holders of Standing Orders asking them to review their arrangements. The two-yearly contract for Calor Gas has finished, and the Meeting agreed to renew it.

3c. MINISTRY SHARE

We have received an e-mail from the Deanery Treasurer pointing out that the Deanery has a deficit of £3,600 and asking for additional contributions. Under the impression that we had always paid the full amount requested, the Meeting decided to ask for a more detailed explanation. *Subsequent to the Meeting, it appears that we increased our payment by 2.6% last year, rather than the 3% requested, and so we agreed to make a further donation of £100.*

Ian Ramsay was thanked for his work with the finances.

4. FABRIC REPORT

(a) Quinquennial Inspection

The Quinquennial Inspection has taken place and the Report has been printed and circulated. There is an error in Section 43: the path on the churchyard border that is a continuation of Church Walk is the responsibility of the County Council Highways Department, and not of the Parish Council.

The QI summarises as follows: "The general condition of the church is very good and the PCC has carried out a large amount of work over the last 15-20 years. With the anticipated Nave re-roofing and internal decoration projects, the church will be in an extremely good state of repair for many years to come."

There is a list of tasks needing attention within the next 2-5 years. All of these tasks are in progress, or will be done as a consequence of our present plans, or will be done as part of the redecoration planned for 2018.

Maintenance will be needed in future. We should appoint qualified people to do it regularly and not rely on ad hoc voluntary arrangements as at present. Nick Wareham will examine the possibilities and make recommendations.

(b) Roof Project.

The present work should end on 4 December. Nick Wareham has had regular meetings with the contractors and has examined the (normally inaccessible) site. Our contractors have discovered that the lead gullies had been wrongly laid directly onto the concrete, and the stone on the NW gable deteriorated because it had been laid with the "grain" cut the wrong way. The work on the roof will be invisible from the ground but the building will be secure for many years.

The higher estimate for the completed job means that we will need to commit more of our own funds; however, several aspects of the project (such as the internal crash deck) have turned out not to be required, and so we may make enough savings to match the additional costs.

(c) Clerestory Windows

Lincolnshire Stained Glass Studio recommends complete replacement of the roof side windows, which are in very poor condition and not easy to access. We propose to keep the scaffolding in place once the roof project is finished in order that the windows can be attended to in the New Year. This will be considerably cheaper than re-erecting the scaffolding. This means that the scaffolding will be present for the Christmas services. We have made an enquiry to the DAC via our architects to allow work on the windows to take place under List A works without a faculty or consultation with the DAC.

Nick Wareham was thanked warmly for his work and his continued attention to the various Fabric projects.

5. HEALTH & SAFETY

There have been no reported Accidents or Incidents since the last meeting. We noted that Stuart Morton has passed away, and so the PAT testing (due in October 2017) will need to be done by someone else.

6. EVENTS

The Autumn Bazaar had taken place successfully, and Betty Bates and her team were thanked for their efforts. The dates for 2018 are as follows:

Summer Fayre 23 June, at Little Gransden Village Hall.

Autumn Bazaar: 10 November at Little Gransden Village Hall.

7. JAMES MUSGRAVE'S CHARITY

The PCC has been asked whether we have any suggestions for appropriate uses of the money held for the "General benefit of the poor of the parish of Little Gransden" by the Musgrave Charity. We wondered whether it would be possible to spend some of it on cleaning the ivy from, and perhaps repairing the structure of the Musgrave tomb.

8. SAFEGUARDING.

It is understood that all PCC members need to be DBS checked and to undergo appropriate training. Most members of the PCC have arranged training for themselves with the Diocese, and training at the basic level (for those who are not immediately involved with children or with vulnerable adults) is available online. Philip George has circulated details, and information is available at: <https://safeguardingtraining.cofeportal.org>.

9. GENERAL DATA PROTECTION REGULATION

The Secretary read (and has subsequently circulated) an e-mail from the Diocese. The Church of England, via the Parish Resources website, has issued guidance notes for parishes on the upcoming GDPR (General Data Protection Regulations), which come into effect on the 25 May 2018. It updates the existing law on data protection (the Data Protection Act 1998) and gives individuals more rights and protection in how their personal data is used by organisations. Parishes must comply with its requirements, just like any other charity or organisation. The Parish Resources page provides guidance, templates and a checklist:

<http://www.pariahresources.org.uk/gdpr/>

It was felt that the first step was to appoint a PCC member to be a "data leader" to consult and advise as the requirements of the new Regulations became clearer. Nick Wareham volunteered to fill this role.

10. OTHER BUSINESS.

a. Vacancy on the PCC

We agreed that we had one vacancy on the PCC.

b. Development Action Plan

The Diocese require us to compose a Development Action Plan. We intend to do this jointly with Great Gransden, linking the Plan with the Annual Reports and Budgets at the APCM.

c. Gamlingay and Us

We spent some time considering how our group of parishes might work more closely together in the future, particularly with Gamlingay. We felt that the information we had about the future intentions of the Deanery was not specific enough to build upon.

11. Christine and Ian Ramsay were thanked for their hospitality.

12. Dates of Next Meetings:

Mission & Ministry (Jointly with GG): 16 January 2018, 7.30 at Barnabas Oley School.

Fabric & Finance: 27 February 2018, 7.30 at 41 Main Road (courtesy of Betty Bates).

The Meeting closed with the Grace at 9.02pm.

Signed.....

Dated.....