

The Parish Church of St John the Evangelist, Staplegrove
Parochial Church Council Meeting
1st May 2018

Chair: The Rector, the Reverend M Stephen Kivett (MSK).

Present: Lesley Clark (LC), Stafford Coombes (SC), David Greig (DG), Felicity McGill (Secretary FM), Chris Young (CY), Iona Young (IY) Mike Stevens (MikeS), Marjorie Connell (MC), Gillian Greig (GG), Alec James (AJ), Pat Stevens (PS), Graham Hobrough (GH), Gerald Weaver (GW), Mike Hansford (MH)

Apologies: Margaret Senior (MS), David Brennand (DB) Jim Read (JR), Moira Read (MR), Paul Carter (PC)

Item	Minute / Action	Action By																												
1	MSK opened the meeting with prayers and all said the Lord's Prayer																													
2	Apologies: see above																													
3	<p>Minutes of the last meeting of PCC (6 March 2018)</p> <ul style="list-style-type: none"> • The minutes of the meeting of 23 January 2018 were agreed and signed as a true record. • Proposed by AJ and seconded by LC, and accepted unanimously <p>Matters arising from the Minutes</p> <ul style="list-style-type: none"> • There were no matters arising 																													
4	<p>Matters arising from the Notes of the Standing Committee Meeting on 3 April</p> <ul style="list-style-type: none"> • IY asked about the Mission Strategy. MSK said that work on this was ongoing. He had had a preliminary meeting with Lawrence and Sue Burr and Jim and Moira Reed as he felt that it should be a Benefice Strategy. 																													
5.	<p>Appointment of Co-Opted Members on the PCC</p> <p>The following people were co-opted onto the PCC</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Proposed</th> <th style="width: 20%; text-align: center;">Seconded</th> </tr> </thead> <tbody> <tr> <td>Jim Reed</td> <td style="text-align: center;">AJ</td> <td style="text-align: center;">GG</td> </tr> <tr> <td>David Greig</td> <td style="text-align: center;">AJ</td> <td style="text-align: center;">GG</td> </tr> <tr> <td>Iona Young</td> <td style="text-align: center;">AJ</td> <td style="text-align: center;">GG</td> </tr> <tr> <td>Marjorie Connell</td> <td style="text-align: center;">AJ</td> <td style="text-align: center;">GG</td> </tr> <tr> <td>Felicity McGill</td> <td style="text-align: center;">AJ</td> <td style="text-align: center;">GG</td> </tr> </tbody> </table> <p>The co-options were approved unanimously</p>		Proposed	Seconded	Jim Reed	AJ	GG	David Greig	AJ	GG	Iona Young	AJ	GG	Marjorie Connell	AJ	GG	Felicity McGill	AJ	GG											
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	Health & Safety Officer	Jim Read	IY	CY	
	Hospitality Coordinator	Lesley Clark	AJ	GH	
	Journal Editor	Jim Read	IY	FM	
	Journal Advertising	Mike Stevens	AJ	GW	
	Pastoral Group Coordinator	Vacant			
	Safeguarding:				
	a) Appointed person	Kirsti Nelson	IY	GW	
	b) Advocate for children and vulnerable adults	Iona Young	CY	GW	
	Staplegrove Primary School Governor	Iona Young	GW	GH	
	Stewardship Officer	Chris Young	GW	AJ	
	Tower Captain	Mike Hansford	LC	GH	
	Village Hall Representative	Stafford Coombes	GW	DG	
	Youth Ministry and Mission Group Coordinator	Iona Young	GW	AJ	
	<p>These appointments were approved unanimously</p> <p>Discussion arising from the appointments of Officers</p> <ul style="list-style-type: none"> Photographs of the new team are needed in the Porch. CY agreed to arrange this with PC Clarification was given about the counting of gift aid envelopes. CY said that this was now streamlined with monthly counting undertaken by himself, IY, SC and Marion Coombes. The cash was then passed to DG and the amount checked by GG. He confirmed that only he and DG had access to the donations given by standing order It was noted that JR will stand down as Journal Editor in 2019 and his successor should be appointed during the year There is a vacancy for a Pastoral Group Coordinator which will need to be filled MC has accepted the post of Fundraising Events Coordinator but will need support to do this MS will continue to look after Journal Advertising in the short term until a successor is found 				<p>CY/PC</p> <p>MSK</p>
7.	<p>Appointment of Standing Committee Members</p> <p>The following will form the Standing Committee for 2018/2019</p> <p>The Rev M Stephen Kivett – The Rector</p> <p>Alec James – Church Warden</p> <p>Chris Young – Church Warden</p> <p>Mike Stevens – Assistant Church Warden</p> <p>Stafford Coombes – Deputy Church Warden</p> <p>David Greig – Treasurer</p> <p>Felicity McGill – Secretary</p>				

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	<ul style="list-style-type: none"> • New Data Protection legislation comes into force on 25 May 2018 which will affect all church groups who keep records • We will need a person with responsibility for Data Protection. DG agreed to take on this role • The Diocesan provides training for this on 10 May. FM agreed to attend this training and then feedback to DG. <p>Update: the training is unfortunately full and there is no expectation that any more will be provided, so we may need to use the Diocesan website for information on compliance with the new regulations</p>	
12	<p>Faculty for Burial in Churchyard</p> <ul style="list-style-type: none"> • A Faculty has been received for a burial from Lyntdon Hancock who lives outside of the Parish • A plot (Row S 3A) has been identified for this • If the Faculty is approved by the Diocesan, then the Church will receive £50 • The Faculty was proposed by GW, seconded by LC and approved unanimously 	
13	<p>Pulpit Handrail</p> <ul style="list-style-type: none"> • A Faculty is required for the new handrail to the pulpit. A copy of the drawing and estimate has been sent to Richard Codd • The handrail will be based on the existing Tree of Life and will cost approximately £500 	
14	<p>AOB</p> <ul style="list-style-type: none"> • The Deanery Synod will hold their first meeting of the year in Church in June. MSK will conduct the Eucharist Service for 60-70 people, Coffee will be served from 7 pm • There will be an Archdeacon's visitation in Church in 2019 • MSK said that the Parish Share for this year is based a reduced figure of 75 (87 in 2017). We are in Category D and it will cost approximately £500 per person. AJ proposed the approval of the figure of the Parish Share which was seconded by GW and approved unanimously • It was agreed that the charge of £50 was appropriate, where the church was used for funeral buffets • GH said that some graves had subsided, repair work was underway • GH said that it would be nice to mark when Tom Harris rings the bells for the last time. This was agreed 	
15	PCC members concluded the meeting with The Grace.	

Future Meetings	
Standing Committee - 7.30 p.m. St. John's Church, Staplegrove	PCC - 7.30 pm St. John's Church, Staplegrove
Tuesday 26 th June 2018	Tuesday 10 th July 2018
Tuesday 4 th September 2018	Tuesday 18 th September 2018
Tuesday 23 rd October 2018	Tuesday 13 th November 2018
Tuesday 8 th January 2019	Tuesday 22 nd January 2019

Tuesday 26 th February 2019	Tuesday 12 th March 2019
Tuesday 2 nd April 2019	Tuesday 30 th April 2019 - APCM
	Tuesday 7 th May 2019