

**The Parish Church of St John the Evangelist, Staplegrove**  
**Parochial Church Council Meeting**  
**6<sup>th</sup> March 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), Jim Read (JR), Moira Read (MR), Paul Carter (PC), Marjorie Connell (MC), Gillian Greig (GG), Alec James (AJ)

**Apologies:),** Margaret Senior (MS), Graham Hobrough (GH), Tom Harris (TH), Pat Stevens (PS), David Brennand (DB) Sue Derham (SD), Gerald Weaver (GW),

Item	Minute / Action	Action By
1	MSK opened the meeting with prayers for Lent	
2	<b>Apologies: see above</b>	
3	<p><b>Minutes of the last meeting of PCC (23 January 2018)</b></p> <ul style="list-style-type: none"> <li>The minutes of the meeting of 23 January 2018 were agreed and signed as a true record.</li> <li><b>Proposed by AJ and seconded by CY, and accepted unanimously</b></li> </ul> <p><b>Matters arising from the Minutes</b></p> <ul style="list-style-type: none"> <li>AJ said that he has approached three companies to provide quotes for cleaning the stained glass. He will be meeting one in church on 8 March. The other two have not responded</li> </ul>	AJ/MSK
4	<p><b>Matters arising from the Standing Committee Meeting on 16 January 2018</b></p> <ul style="list-style-type: none"> <li>Item 15. The date of the next Standing Committee is 3<sup>rd</sup> April 2018 and not 24 June as noted in the Minutes</li> </ul>	GW/DG/ CY/WC/ MSAK/F M
5	<p><b>Treasurer/Finance</b></p> <ul style="list-style-type: none"> <li>DG said that the bank balances were as follows:  Natwest current account      £73,820  General savings fund            <u>£24,650</u>  Total                                    £98,470</li> <li>DG had already circulated the Accounts for 2017</li> <li>LC asked why the amount for salaries and support had decreased from last year. DG said that this was due to the way items were categorised in last year's accounts. It was felt that this should be considered in the future <b>(Agenda item for new PCC)</b></li> <li>MC queried the income from fundraising, which did not tie up with her figures. DG said that he would look at her figures to establish why there was the discrepancy</li> <li><b>The acceptance of the Accounts was proposed by PC, seconded by AJ and agreed by the PCC – MC abstained</b></li> <li>DG asked for agreement to pay off the Diocesan loan.</li> <li>There is work still to be completed in the Church: toilet and bell tower, mobile altar, carpet in the lobby and improvement to the acoustics</li> <li>It was agreed that DG should pay £25,000 immediately with the remainder</li> </ul>	MC/DG          DG

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	<p>to be paid at intervals agreed by the PCC</p> <ul style="list-style-type: none"> <li>• <b>Proposed by PC, seconded by AJ and agreed by the PCC – LC abstained</b></li> </ul>	
6	<p><b>Building and Property</b></p> <ul style="list-style-type: none"> <li>• CY said that there were problems with the acoustics in the church causing the echo. He was working with Richard Codd to reduce this. The purchase of pyramid foam sheets, placed on top of the cupboards would be unobtrusive and could help towards solving the problem.</li> <li>• A solution to the problem with the kneelers is not urgent. PC said that the material used must not affect the stone. CY said that in the original drawing the step had been wider, but the change to the final size had not been picked up during the reordering. LC suggested that communicants could just stand which was the practice adopted in the 8am Service. MSK felt that people should have a choice of standing or kneeling</li> <li>• PC said that he was waiting for a quote for the carpet in the porch</li> <li>• MSK said that the car park needed to be re-gravelled</li> <li>• AJ said that getting hold Andrew Hull to discuss the work required under the Quinquennial.</li> <li>• MSK had not yet managed to get hold of Annie Evans but CY said that Cedburns had a responsibility for the reordering work in the church until December</li> <li>• No decision had been made by the Standing Committee regarding cleaning the church. However, in view of CY and IY's experience it was felt that we should use AIS who cleaned the Village Hall. LC and CY agreed to oversee this. <b>This was proposed by GG and seconded by MC.</b> It was agreed that there would be some flexibility on price depending on the final arrangement with AIS.</li> </ul>	
7	<p><b>Taunton Academy Chaplaincy</b></p> <ul style="list-style-type: none"> <li>• MSK said that he had had a lot of feedback about the provision of a Chaplain at Taunton Academy</li> <li>• In principle it was considered to be a good idea particularly because the Academy is a church school and Staplegrove and Norton are feeder schools</li> <li>• PC understood that the funding for a Chaplain had gone to the Pioneer Ministry which will be based at Bathpool</li> <li>• It was felt that the money should come from the Diocese, particularly with the 15% rise in the Parish Share</li> <li>• MSK will continue to talk to Mike</li> </ul>	Ongoing
8	<p><b>Developing the additional usage of St. John's</b></p> <ul style="list-style-type: none"> <li>• The notes from the meeting held to discuss the developing additional usage of the church on 4 September had been circulated</li> <li>• Affiliated groups were already using the church for their meetings, but it was important to reach out to a wider audience</li> <li>• it was felt that an invitation should be sent to groups and businesses to show them the church</li> <li>• MSK would like to convene another meeting of the group</li> <li>• PC asked if the uprighters could be left on in the church during the day</li> </ul>	MSK

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	which would make it more welcoming to visitors. This would involve contacting the list of people who opened and closed the church during the week to request this. PC was asked to undertake this.	
9	<p><b>Churchyard and Grounds</b></p> <ul style="list-style-type: none"> <li>• SC thanked JR and his team for clearing the snow before the Sunday Services</li> <li>• With the better weather there are various jobs to be undertaken in the churchyard: painting the lamp post, trimming the laurel hedge and pruning the tree which is blocking the lamp post</li> </ul>	SC
10	<p><b>Health and Safety (JR)</b></p> <ul style="list-style-type: none"> <li>• The pulpit handrail was discussed. A design is required which can be submitted to the Archdeacon and approved de minimus. CY agreed to approach the blacksmith Ben Horobin who made the Tree of Life</li> <li>• MSK will investigate the treads of the stairs to the pulpit</li> <li>• The toilets and in particular disabled access and the baby changing mat were discussed in the light of changes to the building regulations. MikeS agreed to arrange a free audit of the facilities</li> <li>• The replacement of the ladder in the Bell Tower was discussed. It was noted that Mike Hansford from Bishops Lydeard is the new Tower Captain designate.</li> </ul>	
11	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>• Safeguarding awareness training will take place at Norton School on 13 March. MSK said that there has been a good response from both parishes</li> <li>• IY said that the Safeguarding Policy has not yet been agreed; the meeting was cancelled due to the weather</li> </ul>	
12	<p><b>Staplegrave School</b></p> <ul style="list-style-type: none"> <li>• Interviews for the post of Head took place on the 6<sup>th</sup> March. There had not been a great response</li> <li>• The Ethos committee continues to support the school</li> <li>• The school celebrated the Chinese New Year and Inter-faith Day</li> <li>• IY said that the school website provided up to date information about the school</li> </ul>	
13	<p><b>Youth Mission and Ministry</b></p> <ul style="list-style-type: none"> <li>• Messy Church celebrated Shrove Tuesday with 15 to 16 families</li> <li>• The CASK team now consists of six people</li> <li>• MR was going to Bishops Lydeard for an <i>Open the Book</i> rehearsal. When adopted this would be a Benefice initiative</li> <li>• Stepping Stones was coming into the church before Easter</li> </ul>	
14	<p><b>Pastoral</b></p> <ul style="list-style-type: none"> <li>• There was no Pastoral report</li> <li>• MSK said that SD is going to stand down as the pastoral coordinator. This is an essential role in the Parish</li> </ul>	
15	<p><b>Fundraising</b></p> <ul style="list-style-type: none"> <li>• The Parish Breakfast was cancelled due to the snow</li> <li>• The next fundraising event will be the Concert on 11h May, Tickets will be available from 1<sup>st</sup> April</li> </ul>	

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16	<b>Hospitality</b> <ul style="list-style-type: none"> <li>• It was suggested that the soup lunches for 2018/19 should be held in the Village Hall, FM said that she had already provisionally booked the dates</li> <li>• Tea and chat will take place in Church and it was suggested that a coffee morning should be held on the third Tuesday in the month, to compliment the one provided by the Village Hall</li> <li>• MSK said that he would write to the Village Hall Committee to thank them for their support with accommodation</li> </ul>							
17	<b>Journal and Benefice Website</b> <ul style="list-style-type: none"> <li>• MikeS said that there is £350 outstanding from advertisers</li> </ul>							
18	<b>Tower and Choir</b> <ul style="list-style-type: none"> <li>• The choir has now settled their seating arrangements. They are happy to use folding chairs but need a frontal for their books</li> <li>• The organ has been moved to the north aisle</li> </ul>							
19	<b>Worship</b> <ul style="list-style-type: none"> <li>• MSK would like to purchase a moveable altar which could be used at the Thursday (10.30) and Sunday (6.30 pm) Services</li> <li>• The Thursday morning service is too early, and it has been agreed with communicants that it will be moved to 10.30 am from 1<sup>st</sup> May</li> </ul>	MSK/JR/ FM						
20	<b>AOB</b> <ul style="list-style-type: none"> <li>• MC asked MSK for a list of weddings which would affect the Produce Stall. He said that this is available in the vestry</li> <li>• FM reminded PCC members that she needed their reports for the APCM which will be held on 24<sup>th</sup> April</li> <li>• MSK said that there was an article in the Journal looking for new members of the PCC and Church Wardens team</li> </ul>							
21	PCC members concluded the meeting with The Grace.							
22	<b>Future meetings</b> <table border="1" data-bbox="209 1480 1294 1639"> <thead> <tr> <th data-bbox="209 1480 767 1563">Standing Committee Meetings at 7.30 in St John's Church</th> <th data-bbox="772 1480 1294 1563">PCC Meetings at 7.30 pm in St. John's Church</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 1563 767 1603">Tuesday 3<sup>rd</sup> April 2018</td> <td data-bbox="772 1563 1294 1603">Tuesday 24<sup>th</sup> April 2018 - APCM</td> </tr> <tr> <td data-bbox="209 1603 767 1639"></td> <td data-bbox="772 1603 1294 1639">Tuesday 1<sup>st</sup> May 2018</td> </tr> </tbody> </table>	Standing Committee Meetings at 7.30 in St John's Church	PCC Meetings at 7.30 pm in St. John's Church	Tuesday 3 <sup>rd</sup> April 2018	Tuesday 24 <sup>th</sup> April 2018 - APCM		Tuesday 1 <sup>st</sup> May 2018	
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