

**The Parish Church of St John the Evangelist, Staplegrove**  
**Parochial Church Council Meeting**  
**10<sup>th</sup> July 2018**

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

**Present:** David Brennand (DB), Lesley Clark (LC), Marjorie Connell (MC), Stafford Coombes (SC), David Greig (DG), Gillian Greig (GG), Alec James (AJ), Felicity McGill (Secretary FM), Mike Stevens (MikeS), Gerald Weaver (GW)

**Apologies:** Margaret Senior (MS), Graham Hobrough (GH), Pat Stevens (PS), Chris Young (CY), Iona Young (IY), Jim Read (JR), Moira Read (MR), Paul Carter (PC), Mike Hansford (MH)

Item	Minute / Action	Action By
1	MSK opened the meeting with prayers and all said The Lord's Prayer	
2	<b>Apologies: see above</b>	
3	<b>Minutes of the last meeting of PCC (1 May 2018)</b> <ul style="list-style-type: none"> <li>The minutes of the meeting of 1 May 2018 were agreed and signed as a true record.</li> <li>Proposed by AJ and seconded by FM, and accepted unanimously</li> </ul> <b>Matters arising from the Minutes</b> <ul style="list-style-type: none"> <li>Item 9 – The bibles for Year 6 Leavers will be dedicated at the Eucharist Service on 15 July and presented to leavers on the following Friday</li> <li>Item 13 – We are waiting for the revised drawings of the handrail from the Blacksmith, but unfortunately, he has at present damaged his hand</li> </ul>	
4	<b>Matters arising from the Standing Committee Meeting on 3 July 2018</b> <ul style="list-style-type: none"> <li>Item 2 – LC suggested that we place the spare kneelers on top of the cupboards which could help reduce the echo. MSK to discuss with CY</li> </ul>	MSK/CY
5	<b>Treasurer/Finance</b> <ul style="list-style-type: none"> <li>The Guidelines for Authorised Spending (already circulated) was proposed by DG, seconded by FM and accepted unanimously</li> <li>The amended budget shows and income of £53,850 and expenditure of £54,145 (already circulated). DG said that we are just about balancing the books, but within diocesan guidelines</li> <li>DG said that we are unsure of the precise expenditure on heating and lighting because we have not completed a full year since we were back in the church</li> <li>The Standing Committee has proposed that we pay off £15,000 of the Diocesan Loan immediately with the remainder when the final reordering payments to Wrencon and the Architects have been made in November. This was proposed by DB, seconded by MC and agreed</li> <li>The Prioritised Expenditure, which adds up to £21,000 was discussed. The carpet in the porch has not yet been costed, however this could be part funded from a donation which was made after a recent funeral.</li> <li>The Expenditure was agreed with the exclusion of the frontals which should be put on hold at present (we are awaiting a sample frontal from Tresk). Proposed by DG, seconded by FM and agreed</li> </ul>	

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6	<b>GDPR</b> <ul style="list-style-type: none"> <li>• DG has produced a GDPR Notice (already circulated) which would be displayed in the porch and on the website</li> <li>• We will need to comply with GDPR with stewardship, updating the electoral roll, the journal contacts list, providing any contacts on the website and sending emails</li> <li>• DB agreed to find out whether GDPR applied to dead people, particularly in relation to legacies.</li> </ul>	
6	<b>Building and Property</b> <ul style="list-style-type: none"> <li>• GW said that he had a meeting recently with Andrew Hull to discuss the work required under the Quinquennial. The figure quoted was £2,630 which covered all items apart from two which would be deferred until 2019/20. (Agreed under Item 5)</li> <li>• The work will now go ahead. The first item will be the removal of the pipework in the vestry and robing area. GW will monitor the work.</li> </ul>	GW
7	<b>Churchyard and Grounds</b> <ul style="list-style-type: none"> <li>• SC said that he was trying to clear the path from the old school and where the old toilet had been situated</li> <li>• David Bailey has removed two trees and pruned another, which will enable us to extend the potential parking</li> </ul>	
8	<b>Health and Safety (JR)</b> <ul style="list-style-type: none"> <li>• See Item 3 regarding the handrail</li> </ul>	
9	<b>Safeguarding Report (IY)</b> <ul style="list-style-type: none"> <li>• Kirsti Nelson has set up links with the Diocese for DBS clearance and is in the process of contacting those who require the DBS checks</li> </ul>	
12	<b>Staplegrave School Report (IY)</b> <ul style="list-style-type: none"> <li>• It was the end of a busy term, a successful (and warm!) summer fete was held last Saturday.</li> <li>• The end of term service will be held in St. John's on Friday 20th at 9:30am</li> <li>• Bath and Wells Multi-Academy Trust recently came for a monitoring visit and their feedback was that the school is well on the road to being outstanding which is an excellent place to be for the start of next year.</li> <li>• The children have had opportunities to extend their learning both in school and beyond the class room with visits and visitors. This week the space odyssey planetarium came to school and the children squeezed in to discover the solar system. Children have visited Hinckley Point, Somerset Museum for Michael Morpugo writing workshops, Somerset Cricket Ground and really enjoyed their visit to Rowbarton Methodist Church to view the knitted Bible which has been on a countrywide tour.</li> <li>• All teaching and teaching assistant posts have been filled for September and 30 children will be starting reception. The school was very over-subscribed for admissions this year.</li> </ul>	
13	<b>Youth Mission and Ministry</b> <ul style="list-style-type: none"> <li>• Our summer party with the MU is on Thursday 2nd August from 11:30 am</li> <li>• The group is meeting on 16th July to plan events for the new academic year</li> </ul>	

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14	<b>Pastoral</b> <ul style="list-style-type: none"> <li>There was no Pastoral report. MSK said that we need to appoint a new co-ordinator</li> <li>There was concern about the people who had been supported prior to Sue Derham's giving up as co-ordinator. MSK said that they were being cared for</li> </ul>	
15	<b>Fundraising</b> <ul style="list-style-type: none"> <li>The Concert was very successful. There was some criticism that the amount raised had not been advertised. MC said that this was because the income did not all come from the Concert but some was from donations given by the parents.</li> <li>The Lychgate stall was going ahead but was suffering because of the dry weather. The stall was encouraging new visitors to the church</li> <li>MC was holding a meeting on 17 July to discuss future fundraising ideas. She had received one email suggesting approaching the Taunton Male Voice Choir</li> <li>It has been suggested that we should not fundraise because people have already given enough to the church, but it was felt that fundraising was also a way of encouraging visitors to the church</li> </ul>	
16	<b>Hospitality</b> <ul style="list-style-type: none"> <li>The 2018/19 soup lunches will be held on the fourth Tuesday of the month in the Village Hall</li> <li>Janet Darby, Marion Coombes and Lesley Clark are arranging the Harvest Lunch. This will be a buffet that has been brought in. It was agreed that the tickets will cost £5, which will include a glass of wine</li> <li>The inter-benefice cricket match will be held on 2 September at 2.30 pm on the recreation ground. People will be asked to bring their own picnic and drink</li> </ul>	
17	<b>Journal and Benefice Website</b> <ul style="list-style-type: none"> <li>MikeS said that he has now received all the outstanding money from advertisers</li> </ul>	
18	<b>Tower and Choir</b> <ul style="list-style-type: none"> <li>The replacement of the ladder and grab rail is part of the Quinquennial report</li> <li>MC asked about the future of the choir and organ. Elizabeth Hall would like to give up leading the choir and LC wants to step down as the main organist. MSK said that it was time to move on musically and encourage children</li> </ul>	
19	<b>Worship</b> <ul style="list-style-type: none"> <li>The Diocesan Bishop will visit the church for the first time on 30 September. He will rededicate the altar at the Harvest Service.</li> </ul>	
20	<b>AOB</b> <ul style="list-style-type: none"> <li>MSK has asked Heather and Peter Williams to arrange a 'Ride and Stride' event on 8 September</li> </ul>	

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	<ul style="list-style-type: none"> <li>LC asked if the wooden chest could be moved to the back of the North Aisle, this would provide somewhere for music to be placed during the Service. AJ said that it would have to be measured first</li> <li>Janet Darby has asked if the tap in the vestry (used by the flower arrangers) can be moved up. It is too low to get a bucket underneath</li> <li>Legacies will be discussed at the next Standing Committee meeting</li> </ul>	
<b>21</b>	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 4 <sup>th</sup> September 2018	Tuesday 18 <sup>th</sup> September 2018
Tuesday 23 <sup>rd</sup> October 2018	Tuesday 13 <sup>th</sup> November 2018
Tuesday 8 <sup>th</sup> January 2019	Tuesday 22 <sup>nd</sup> January 2019
Tuesday 26 <sup>th</sup> February 2019	Tuesday 12 <sup>th</sup> March 2019
Tuesday 2 <sup>nd</sup> April 2019	Tuesday 30 <sup>th</sup> April 2019 - APCM
	Tuesday 7 <sup>th</sup> May 2019