

The Parish Church of St John the Evangelist, Staplegrove
Parochial Church Council Meeting
19th September 2017

Chair: The Rector, the Reverend M Stephen Kivett (MSK).
Present: Lesley Clark (LC), David Greig (DG), Gerald Weaver (GW), Chris Young (CY), Iona Young (IY), Graham Hobrough (GH), Mike Stevens (MikeS), Jim Read (JR), Moira Read (MR), Paul Carter (PC), Marjorie Connell (MC), Gillian Greig (GG), Susan Derham (SD).
Apologies: Margaret Senior (MS), Pat Stevens (PS), Stafford Coombes (SC), Felicity McGill (Secretary FM), Alec James (AJ), Dave Brennand (DB),

Item	Minute / Action	Action For
1	MSK opened the meeting with a prayer	
2	Apologies: see above IY agreed to take minutes in Felicity's absence.	
3	Minutes of the last meeting of PCC (11 July 2017) <ul style="list-style-type: none"> - The minutes of the last meeting were agreed and signed as a true record with an amendment regarding the Harvest Supper, which would now be a plated meal not a buffet. Matters arising from Minutes <ul style="list-style-type: none"> - Item 5 – DG reported that because the Church is deemed to be business premises it will not be possible to fit a SMART meter. DG was thanked for his efforts in the matter. 	
4	Matters arising from the Standing Committee Meeting on 5 September 2017 Annual Parochial Church Fees; following from a recommendation from the Standing Committee the fee for Organist, Verger and Utilities would all be increased by £5 for both weddings and funerals and would be implemented in the New Year. Proposed by GH and seconded by GG and carried unanimously. (See attached Appendix for updated list). The current fees have been in place for approximately 2 years.	
5	Treasurer/Finance (DG/CY) <ul style="list-style-type: none"> - DG reported that finances were on track for Reordering. - DG will produce a paper providing guidelines for handling cash, to ensure transparency and accountability for cash raised at fundraising events. In essence, any cash raised should be itemised and verified by two people. Proposed by DG and seconded by GG and was carried unanimously. 	DG/CY
6	Building and Property (GW) <ul style="list-style-type: none"> - GW reported that he was very impressed with the quality of work being carried out by Wrencon, in particular the re-plastering of walls and that we were very fortunate in having such a competent Site Supervisor in Steve Roadhouse. Work is progressing well in laying the stone floor tiles. 	
7	Churchyard and Grounds (SC/AJ) <ul style="list-style-type: none"> - Buddleia and shrubs on the pathway from Rectory Road have been pruned. 	

	<p>and also to develop Church/School contact.</p> <ul style="list-style-type: none"> - The Parish Breakfast and craft stall will be held on 25th November. Future dates for this event in 2018 are; 3rd March, 9th June and 17th November. - Future Events: It is hoped that a 'Choir for a Day' event in Church can be arranged for February and MSK is contacting Alan Cook to lead this event. 	MSK														
15	<p>Hospitality (LC)</p> <ul style="list-style-type: none"> - Harvest Supper tickets are on sale, MSK will talk to Elizabeth Hall regarding entertainment. It was agreed that any profit from the Harvest Supper would be divided between, Open Door and Shelter Box. - Soup Lunches are restarting, help is needed for making and serving soup and providing transport. Details of dates are in the Journal. 															
16	<p>Journal and Benefice Website (JR/MikeS)</p> <ul style="list-style-type: none"> - Nothing to report. - It was agreed that the Rector and Churchwardens will provide information regarding Gift Day donations in the December Journal. 	MSK/AJ /GW														
17	<p>Tower and Choir (TH)</p> <ul style="list-style-type: none"> - Nothing to report from the Tower or Choir. 															
18	<p>Worship (MSK)</p> <ul style="list-style-type: none"> - The Archdeacon will join us for the Benefice service on the morning of Advent Sunday. - MK has written to the Bishop regarding the re-dedication of the Church and it is hoped this will take place in June 2018. It has been suggested that a Flower Festival will be organised to coincide with this event. It is recognised that fund raising for flowers etc. would be required. Plans need to be discussed and developed. 															
19	<p>AOB</p> <ul style="list-style-type: none"> - None - 															
20	PCC members concluded the meeting with The Grace.															
21	<table border="1"> <thead> <tr> <th>Standing Committee Meetings</th> <th>PCC Meetings</th> </tr> </thead> <tbody> <tr> <td>7.30 pm in Staplegrove Village Hall during reordering work, thereafter in Church.</td> <td>7.30 pm in Staplegrove Village Hall during reordering work, thereafter in Church.</td> </tr> <tr> <td>Tuesday 31st October 2017</td> <td>Tuesday 21st November 2017</td> </tr> <tr> <td>Tuesday 16th January 2018</td> <td>Tuesday 23rd January 2018</td> </tr> <tr> <td>Tuesday 20th February 2018</td> <td>Tuesday 6th March 2018</td> </tr> <tr> <td>Tuesday 3rd April 2018</td> <td>Tuesday 24th April 2018 - APCM</td> </tr> <tr> <td></td> <td>Tuesday 1st May 2018</td> </tr> </tbody> </table>	Standing Committee Meetings	PCC Meetings	7.30 pm in Staplegrove Village Hall during reordering work, thereafter in Church.	7.30 pm in Staplegrove Village Hall during reordering work, thereafter in Church.	Tuesday 31 st October 2017	Tuesday 21 st November 2017	Tuesday 16 th January 2018	Tuesday 23 rd January 2018	Tuesday 20 th February 2018	Tuesday 6 th March 2018	Tuesday 3 rd April 2018	Tuesday 24 th April 2018 - APCM		Tuesday 1 st May 2018	
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**The United Benefice of
St John's, Staplegrove
with
All Saints, Norton Fitzwarren**

	Current 2017	from January 2018
<i>Weddings</i>		
Bells		
- before and after	£145	£145
- after service	£110	£110
Organist	£60	£65
Choir	£90	£90
Verger	£40	£45
Utilities	£80	£85
Flowers	No fixed charge <i>(Couple to discuss with Janet Darby)</i>	
Use of:		
Video	£75	£75
Audio	£50	£50
 <i>Funerals</i>		
Organist	£60	£65
Verger	£40	£45
Utilities	£80	£85