

Ogbourne St Andrew PCC

Meeting Minutes

June 15, 2017

I. Call to order

Rev. Roger Powell called to order the regular meeting of the Ogbourne St Andrew PCC at 19.00 on June 15, 2017 at Ogbourne St Andrew Church.

II. Roll call

The following persons were present:

Rev. Roger Powell, Richard Gray, Jenni Clarke, Marion Gordon Finlayson, Janice Hetherington, Karen Heaven, Sue Parry.

Apologies received from Carolyn Davis

III. Approval of minutes from last meeting

The minutes from the last meeting on 27/04/2017 were approved as provided.

IV. Matters Arising

a) Hole in the Church floor

The hole in the floor has now been repaired.

b) Parish Giving Scheme

Marion and Richard attended a presentation about the scheme ([more information can be found by following this link to the Diocese website](#)). At this point the PCC have not decided whether to actively participate in the scheme or not.

c) Fairer Share

The final count was 26 and the proposal is that the Parish remain in the 'C' category. The PCC members approved this decision. More information about the scheme and the calculations used can be found [in the guide](#).

d) Reorganisation of the Church Interior (Church Reordering)

The meeting took place with members of the Synod on 3/5.

Action: Marion will circulate the minutes

A site visit has been proposed for Friday 21st July. Details will be circulated once confirmed.

V. Standing Items

a) Health and Safety

Action: The PCC need to establish that the correct insurance is in place to cover the contractor (Jack Nobbs) who maintains the churchyard.

Action: Marion and Richard to review the Church Insurance to establish whether contractors are insured and will also visit Jack to understand what (if any) liability insurance he has.

The Parish Council have also raised concerns about birds nesting in the tower of the church. This has been reviewed and whilst it is accepted that the birds make a mess, there is no structural damage being caused.

b) Safeguarding

It is time to review the Safeguarding policy which is a direct copy of the [policy recommended by the Diocese](#). A [flowchart](#) is also provided by the Diocese to support the policy.

The PCC accepted the policy for the forthcoming year.

Roger also made everyone aware of their responsibility to comply with the 'Fit and Proper Persons' legislation and also [complete the declaration](#). These have been received for all members of the PCC – thank you.

Action: All members of the PCC and anyone in a position of trust within the church (e.g. Sidesman) must attend Safeguarding training. Roger has been trained to deliver the module which will take about 2.5 hours. Dates are scheduled as below (all sessions to take place in Chiseldon Church Hall SN4 0NN) and attendance is compulsory to retain a role within the church. Marion will ensure that the Sidesmen are aware of this. Please [confirm directly to Roger](#) which date you would like to attend. Spaces are limited.

Saturday 23 rd September	10.00
Wednesday 14 th October	14.00
Monday 9 th October	19.00
Saturday 4 th November	10.00
Tuesday 7 th November	10.00
Tuesday 14 th November	19.00

c) Balance of Accounts as at 31/05/2017

General Account	£3479.19
Maintenance Account	£1208.00

The Parish Council have contributed of £500.00 towards the upkeep of the churchyard. They have expressed concerns about the amount it costs to maintain the churchyard and questioned whether the upkeep is appropriate and whether the PCC are getting value for money. They have provided an alternative quote however, the difference in cost was negligible. At this point in time the PCC have decided to continue with the current contract.

The Parish Council have agreed to review their decision about funding in 6 months' time.

Action: Jenni to thank the Parish Council for their contribution

VI. New business

e) Break in at the Church

The window glass has been removed and taken away to be repaired. It should be back week commencing 19/6. Marion is in contact with the Insurance Company.

f) Deanery Synod

Richard and Roger attended the June Deanery Synod meeting (apologies from Janice). The session looked at Discipleship.

- Working with children
- Encouraging attendance at Church
- How to share faith

d) AOB

- The Bell Ringers have asked for an increase in their fee to £100.00 per event (currently £75.00). The other Parishes in the Benefice have agreed the increase. The PCC approved the request effective 01/01/2018.
- Rev. Sue Armitage could charge a fee for conducting regular services in the Parish but she only charges expenses. The Benefice would like to make a one-off payment in thanks of £150.00 (£50.00 from each Parish). The PCC approved this. John Goddard will be in touch with Carol to make the arrangements. The payment will be made at Christmas.
- The Marlborough Deanery are planning a 'Living Nativity' on 16th December in Aldbourne. Each Benefice are being asked to deliver a section of the story and contribute of £16.50 towards costs. A request for volunteers will be published in the Ridgeway Bell.
- Each year, the children leaving Ogbourne St George school receive a bible from the Benefice. The cost to the Parish is c £130.00. This year, an application is being made to the Parish Charity for funding, rather than the PCC.
- The new Village website is now up and running www.osa.org.uk. Jenni and Janice will both have admin rights. It was agreed that although the PCC meetings are not public meetings, the minutes should be loaded to the site once they have been approved.

Action: Please look at the site and give some thought to what other information/links should be available.

- A request has been made to the PCC to fund some fencing at Rockley Churchyard. As this is non-essential maintenance, the PCC have agreed to pay 1/3rd of the total cost (£90.00). At the moment, the Smith family who requested the fence are not prepared to pick up the balance.

Action: Marion will contact them to confirm that the PCC have discussed this but are not prepared to change the offer made.

A further discussion took place about responsibility for the churchyard in general. Currently, Mary Roberts pays for the upkeep. If the churchyard is a closed churchyard as the PCC believes it to be, this responsibility would fall to the Parish Council should her contribution cease.

Action: Karen to contact the Coroners and Burials Division at the Ministry of Justice to establish the status of Rockley Churchyard.

- An exercise is planned to map the OSA graveyard, overlaying the map that Bill Turner created with the map created by Cranfield.

Action: If anyone would like to get involved in this project (family and friends welcome too!), please let Richard or Marion know.

VII. Next Meeting

PCC: Thursday 21st September 2017 @ 19.00, Jenni Clarke's - Ogbourne House, Main Road, Ogbourne St Andrew.

Ridgeway Benefice Meeting: Chiseldon Church Hall. 17th October 2017 @ 19.30

VIII. Adjournment

Rev. Roger Powell adjourned the meeting at 20.30

Minutes submitted by: Karen Heaven

Minutes approved by: Rev. Roger Powell