

# Ogbourne St Andrew PCC

## Meeting Minutes

November 16, 2017

### I. Call to order

Rev. Roger Powell called to order the regular meeting of the Ogbourne St Andrew PCC at 19.23 on November 16, 2017 at Maizey Lodge.

### II. Roll call

The following persons were present:

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

Apologies received from Richard Gray.

### III. Approval of minutes from last meeting

The minutes from the last meeting on 21/09/2017 were approved as provided.

### IV. Matters Arising

#### a) Reorganisation of the Church Interior (Church Reordering)

The site visit scheduled for Tuesday 21<sup>st</sup> November has now been moved to Friday December 1<sup>st</sup> at 14.00. Historic England and the Victorian Society have confirmed they will attend.

**Action:** Marion to circulate agenda once confirmed.

Concerns continue to be expressed about the ongoing delays to this project and the likelihood of reaching agreement about removal of the pews. Sue Groom from the Diocese has put the team in touch with Nigel Orchard from St Thomas' in Salisbury who has successfully gone through a similar process. However, it was felt that should progress not be made at the meeting on 01/12 (or should that meeting be cancelled) focus should switch to installation of a toilet and food serve area, heating and lighting as previously discussed.

#### b) The Christmas Fayre

The fayre will take place again this year in conjunction with the History and Art groups on Saturday 2nd December. Donations for stalls and hampers will be

gratefully received. Set up will commence at 16.30 on 01/12/2017. Additional parking around the church is being arranged and signs will be provided.

Leaflets will be distributed throughout the parish and Marion is currently reviewing the opportunities for roadside advertising.

**c) Sidesman Rota**

A question was asked about the availability of the Sidesman rota. Roger confirmed that it can be viewed in the Vestry.

**Action:** Marion to circulate the rota to the PCC members.

**V. Standing Items**

**a) Health and Safety**

Whilst continuing the search for historic graffiti in the church some old heating fixings were found behind a pew. One of the fixings was live. Bruce approached Steven Heaven who has made the area safe.

**b) Safeguarding**

All sessions have now been delivered and everyone who is required to have completed safeguarding training has done so.

**c) Balance of Accounts as at 31/10/2017**

General Account            £3710.90

Maintenance Account    £443.00

Carol is in the process of setting up new mandates for the CCLA (Investment) account. Signatories on the account will be Carol, Richard, Jenny and Sue.

**VI. New business**

- a. During a visit to the church, Bruce Fox noticed that the lead on the roof appeared to have been tampered with. Roger has also been made aware that Aldbourne Church have recently had lead removed from their roof. Marion confirmed the alarm cycle but it is important that everyone is vigilant as the amount of work currently taking place in the village could provide an element of cover for thieves.

**Action:** Marion to arrange a test of the alarm in conjunction with Richard Gray and check that the people on the list to receive calls if the alarm is activated is up to date and appropriate.

- b. A discussion took place about the possibility of holding a family carol service during the Christmas season. Whilst the idea was received positively, there were questions raised about the impact it may have on attendance on the other services (Café Church carols, Christingle, 9 lessons and carols and the Ogbourne St George carol service). It was however felt that there was scope for some different activity and whilst it would not happen this year, Roger will discuss with the churchwardens in readiness for Christmas 2018.
- c. A parishioner has approached Marion about donating and becoming more involved in the church.

**Action:** Carol to call to find out more about what she would like to do financially and understand what she is looking for in terms of involvement.
- d. The Diocese have made Roger and Karen aware of the arrival of [GDPR](#) (General Data Protection Regulations) in May 2018. The PCC will be kept updated as we learn more about the impact.
- e. Aldbourne Living Nativity is taking place on 16/12. They are looking for volunteers to take part.

**Action:** If anyone is interested in taking part, please let Roger know.
- f. The PCC meetings and the History Group meetings are clashing.

**Action:** Richard to share the History Group meeting dates so that 2018 meetings can be scheduled accordingly.
- g. In Jenni's absence, Sue Parry will act as the point of contact for the Christmas Flowers. Marion confirmed that she will decorate the Christmas Tree.
- h. The Ridgeway Benefice meeting took place as scheduled on 17<sup>th</sup> October. The Parish was well represented. A further meeting will be organized for the Spring. Date to follow.

**Action:** Roger to circulate the bullet points from the meeting. Karen to circulate the statistics discussed.
- i. Marion has been provided with a leaflet that can be used to advertise the Christmas Services. The theme is 'God is Love' and there are two versions of the materials. The group felt that the simpler version was more appropriate.

**VII. Next Meeting**

PCC: Thursday 8<sup>th</sup> February 2018 @ 19.00 at Greenways (Sue Parry's).

**VIII. Adjournment**

Rev. Roger Powell adjourned the meeting at 20.48

Minutes submitted by: Karen Heaven

Minutes approved by: Rev. Roger Powell