

# Ogbourne St Andrew PCC

## Meeting Minutes

February 8, 2018

### I. Call to order

Rev. Roger Powell called to order the regular meeting of the Ogbourne St Andrew PCC at 19.06 on February 8, 2018 at Greenways, Ogbourne St Andrew.

### II. Roll call

The following persons were present:

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

### III. Approval of minutes from last meeting

The minutes from the last meeting on 16/11/2017 were approved as provided.

### IV. Matters Arising

#### a) Sidesman Rota

**Action:** Marion will update the rota to include the 'setting up' duties. Sue Parry to be added to the rota for 1<sup>st</sup> Sunday of each month.

#### b) Graveyard Survey

Bruce Fox has completed the survey and will send the PCC a soft copy. He has also provided an updated history of the church. The documents can be purchased from Bruce at £15.00 per copy or they can be read on-line.

The PCC felt that Bruce should be formally thanked for his work. It was also felt that the work should be referenced and acknowledged on the village website and in the Ridgeway Bell.

**Action:** Carol to arrange card and a voucher for a meal at Silks. Jenni to arrange for the website to be updated.

#### c) Alarm

Marion is in contact with TH White about the required alarm maintenance. Concerns raised about the costs which Marion will attempt to negotiate down.

**Action:** Richard to take alarm card to Vodaphone to check value and top up as necessary.

## V. Standing Items

### a) Health and Safety

No matters arising.

### b) Safeguarding

Everyone has completed the C1 training. Richard has also completed C2. Sarah Smith is currently our safeguarding rep but we will need to appoint a replacement at some point. It is also noted that new recruits into positions of responsibility will have to be recruited appropriately.

### c) Balance of Accounts as at 31/01/2018

General Account                    £3674.09

Maintenance Account        £ 636.00

Donations were agreed as follows:

Children's Society (Christingle)    £60.00

Prospect (Carol Singing)            £85.00

## VI. New business

- a) On Tuesday 22<sup>nd</sup> May @14.30 the swearing in of the church wardens across the Diocese will take place at Chiseldon Parish Church.
- b) Lent Groups start next week (w/c 12/2/2018) in Chiseldon Church Hall. Mondays, 11 – 12.30 and 19.30 – 21.00.
- c) General Data Protection Regulations ([GDPR](#)) will come into force at the end of May and will restrict the ability to cold call for fundraising. There will also be an impact on the way that records are maintained. Roger is attending some training and Nick Swannel from Chiseldon PCC is producing some information for Chiseldon that can be shared at a later date.
- d) The PCC is aware of and concerned about the potential for a negative balance in church funds this year. A discussion took place about fund raising opportunities linked to Harvest and Christmas.  
**Action:** It was agreed that Marion would circulate a previous 'appeal booklet' and that Sue would update it and circulate for comments.
- e) Bird proofing is required for the Belfry. Marion is following various lines of enquiry and will update the PCC.
- f) No issues were raised relating to the proposed Grounds Maintenance Contract. It was felt that a general 'tidy up' was needed and it was also noted that a new flag was needed.

**Action:** Marion will contact Jack Nobbs to ensure he is happy to continue providing the service. She will also contact Graham Parsons who has mentioned that he has a flag that he'd be happy to donate. Richard will organise a general churchyard clear up with volunteers.

- g) The PCC has been offered the opportunity to fundraise at Barbury Races. Jenny will be the representative for St Andrew and Marion for Maizey.
- h) Jenni and Marion will prepare the posy's for Mothering Sunday on 11<sup>th</sup> March.

Nominations for Churchwarden should be received prior to the Annual Meeting in April. The accounts will be available 2 weeks prior.

## **VII. Next Meeting**

AGM – 19<sup>th</sup> April 2018, 19.00 , Ogbourne St Andrew Church

### Joint PCC Meetings (Ridgeway Benefice)

15<sup>th</sup> May 19.30 – 21.00, Chiseldon Church Hall

16<sup>th</sup> October 19.30 – 21.00, Chiseldon Church Hall

## **VIII. Adjournment**

Rev. Roger Powell adjourned the meeting at 20.42

Minutes submitted by: Karen Heaven

Minutes approved by: Rev. Roger Powell