

Parish of Tickhill St. Mary with Stainton St. Winifrid

MINUTES

Parochial Church Council meeting 06.11.2023 at 7.30 p.m. in St. Mary's Church

Canon P Richardson, Chair	✓	Mrs M Culloden	✓	Mr P Beavers	✓
Mr D Horrigan	✓	Mr E Towner	✓	Mrs J Hosker	✓
Mr J Hoare	✓	Mrs B Lowe	✓	Mrs S McCarthy	✓
Mrs L Johnson	✓	Mr P Chappell	✓	Mr M Dent (<i>Apologies</i>)	A
Mr D Morley	✓	Mrs N Sweed	✓	Mrs J Nathan	✓

PCC1123/01	01	Opening the Meeting Prayers were led by the Chair who welcomed all present.		
PCC1123/02	02	Apologies for Absence As above.		
PCC1123/03	03	Minutes of the PCC meeting on 04.09.2023 The minutes were accepted as a true reflection of the business conducted and will now be published.	PB	Forthwith
PCC1123/04		It was unanimously agreed that approved minutes of PCC meetings from 01.01.2024 (excluding predated minutes) will be posted into an open portal on the church website. This is in addition to copies being retained at the West end of the church.		
PCC1123/05	04	Matters Arising <u>The Parish Clerk's Fund:</u> Three new trustees and a Clerk to the Trust are still being sought before an application for Charitable Trust status can proceed. In the meantime, transactions on all funds will continue to be frozen. Those interested in assuming this responsibility should contact the PCC Secretary.	PCC	ASAP
PCC1123/06		<u>Stainton Memorial Trust:</u> Two new trustees are still being sought which will then enable two of the three existing trustees to retire. This is now a matter of some urgency. Anyone interested in assuming this responsibility, ideally with strong connections with Stainton, should contact the PCC Secretary.	PCC	ASAP
PCC1123/07		<u>Refreshment Rota:</u> A pro forma is being circulated inviting PCC members to add their name, to assist in preparing refreshment in advance of PCC meetings in 2024.	PCC	ASAP
PCC1123/08	05	Safeguarding The Priest in Charge informed the PCC that his Leadership Training Module is now complete.		
PCC1123/09		No reported incidents.		

PCC1123/10		After a detailed explanation of the options (2), available Appendix C of the agenda bundle, it was unanimously agreed that the option highlighted in 'yellow' be signed by the Chair and adopted forthwith. This is to be reviewed on an annual basis. This will apply to the appointment of churchwardens for which a job description is now being prepared and the vacancies suitably advertised with a view to appointments being made by the bishop as a matter of urgency. It is now a requirement that all PCC members complete the on-line Domestic Violence Training Module which has a delivery time of approximately two hours. The Safeguarding Officer has signed up to a 'Safeguarding Dashboard' to assist with this process.	PCC	ASAP
PCC1123/11		Safeguarding is the theme for the regular church service on Sunday, 19 th November at 10.45 a.m. Members of the PCC are encouraged to attend.	PCC	19.11.2023
PCC1123/12	06	Electoral Roll The report was received with thanks, being aware there is a slight fall in numbers.		
PCC1123/13	07	Committee and Team Reports		
	(a)	<u>Mission</u> Appendices F to K were received with thanks. Mention was made of two matters, these being:		
PCC1123/14		<ul style="list-style-type: none"> Eco Church - Yellow rattle seeds were sown in the closed churchyard on 06.11.2023. 		
PCC1123/15		<ul style="list-style-type: none"> Community Money Advice Connect Centre – It was proposed that this matter be passed to the Deanery for inclusion on the next Deanery Synod agenda. This was unanimously agreed. 	MC	ASAP
PCC1123/16	(b)	<u>St. Mary's School</u> This report was received with thanks. Following a brief comment, it was agreed that the report be amended slightly replacing 'Halloween Disco' with 'Fancy Dress Disco'.	JH	Done
PCC1123/17		There are still two vacancies for Foundation Governors	PCC	ASAP
PCC1123/18	(c)	<u>Events and social</u> Appendix M was received with thanks. The charities to benefit from the proceeds of the Festive Fayre are to be determined by the Events and Social Committee, informing the Priest in Charge of the decision.	EF	ASAP
PCC1123/19	(d)	<u>Fabric</u> The updated Fabric Log was received with thanks. The content of the log required the PCC to consider and agree upon a number of matters to enable work to continue, these being:		
PCC1123/20		<ul style="list-style-type: none"> <u>Handrail to the Pulpit</u> Having taken advice from the Health and Safety Officer, after discussion, it was unanimously agreed that the pulpit should be clearly cordoned off until such time as a permanent handrail is fitted to afford safety. 	ET	URGENT
PCC1123/21		<ul style="list-style-type: none"> <u>Location of the proposed new boilers</u> - Following a site meeting with the QI Architect (the project lead for this work) it is proposed that the location of the boilers should change from the West wall of the choir 		

PCC1123/22		<p>vestry to the South wall, to enable a more acceptable route for the flues. This was unanimously agreed.</p> <ul style="list-style-type: none"> • <u>West End of the church – Noticeboards</u> – It was unanimously agreed that this project be passed to the comms team for further consideration. 		
PCC1123/23		<p>It was reported that work on the tower clock and carillon will be completed during week commencing 20.11.2023.</p>		
PCC1123/24		<p><u>Church Heating</u> – A request was extended to members of the PCC to ensure that Peter Chappell is advised of any event in church (which requires heating) to ensure he is made aware of this.</p>	PCC	AS AND WHEN
PCC1123/25	(e)	<p><u>Funding Group</u> The Benefact Trust application has been submitted and acknowledged. There being no questions raised, the report at Appendix O was received with thanks.</p>		
PCC1123/26	(f)	<p><u>Financial</u> The Appendices P, Q1, Q2 & R were received with thanks. The 2023 budget was updated in the attachments for October, indicating only a small change. The projection shown in the 2024 budget of the General Fund estimates a balance of £9,534 at 31.12.2024, being carried forward to 2025. There are several noticeable changes in the 2024 projections, which include:</p>		
PCC1123/27		<ul style="list-style-type: none"> • Running Costs elevated from £5,800 in 2023 to £9,100 in 2024. • Supporting a Stainton deficit of £4,500 • £45,000 to be spent towards the heating fund. 		
PCC1123/28		<p>Funding the Heating project is a major commitment for 2024. Whilst the cost of a new gas supply facility is currently unknown, the current funding levels, alongside Gift Aid, further fundraising opportunities and possible grants it is agreed that sufficient funds should be available for the heating scheme by the spring 2024.</p>		
PCC1123/29		<p>Considering this and ensuring the Reserves Policy is upheld on an ongoing basis, it was agreed that the 2024 pledge for the Common Fund should be £45,000. This will be revisited in January 2024 and regularly thereafter, enabling a further commitment should the financial resources of the parish allow this.</p>		
PCC1123/30		<p>The vote was taken: In Favour 14 Against None Abstentions 1</p>	DM	ASAP
PCC1123/31		<p>The Chair reported that the PCC will be invited in the New Year to consider an appeal for regular giving into the general fund and a Stewardship Appeal for volunteers to assist in several aspects of church work.</p>	PR	NEW YEAR
PCC1123/32	(g)	<p><u>Mothers' Union</u> The report at Appendix S was received with thanks. It was further reported that the Women's Refuge is very busy and has no further storage space for the time being. They have asked that further gifting is now withheld until the New Year.</p>	PCC	NEW YEAR

PCC1123/33		The recent WI 'Bring and Buy' raised a total of £80 which was donated to the Refuge to enable the purchase of dressing gowns.																										
PCC1123/34	(h)	<u>Deanery</u> Appendix T was received with thanks.																										
PCC1123/35	8	Land at Peastack Lane The PCC were informed that Land Agents have informed us that their client has chosen to withdraw from showing interest in any purchase option on this parcel of land. The PCC secretary will acknowledge this, no further action is to be taken at this time.	PB	ASAP																								
PCC1123/36		Renewal of the three-year lease with the current tenant is complete.																										
PCC1123/37	9	Health and Safety The action log at Appendix U was received with thanks.																										
PCC1123/38		The Draft Health and Safety Policy at Appendix V was considered and unanimously agreed and will come into force forthwith.	ET	ASAP																								
PCC1123/39	10	Churchwardens and Sidespersons Recruitment The Chair reported that he was progressing with some priority the appointment of at least two Churchwardens for them to be in place, by Order of the Bishop, before the APCM scheduled for May 2024.																										
PCC1123/40	11	<p>Proposed PCC meeting schedule for 2024</p> <table border="1" data-bbox="336 1160 1098 1787"> <thead> <tr> <th data-bbox="336 1160 692 1301">Standing Committee Meeting 2024 at 3.00 p.m.</th> <th data-bbox="692 1160 1098 1301">PCC Meetings 2024 7.00 p.m. for 7.30 p.m.</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 1301 692 1346">Wednesday 03.01.2024</td> <td data-bbox="692 1301 1098 1346">Monday 15.01.2024</td> </tr> <tr> <td data-bbox="336 1346 692 1391">Monday 26.02.2024</td> <td data-bbox="692 1346 1098 1391">Monday 11.03.2024</td> </tr> <tr> <td data-bbox="336 1391 692 1435">Wednesday 03.04.2024</td> <td data-bbox="692 1391 1098 1435">Monday 22.04.2024</td> </tr> <tr> <td data-bbox="336 1435 692 1496">Monday 29.04.2024</td> <td data-bbox="692 1435 1098 1496">Sunday 19.05.2024 APCM After Morning Service *</td> </tr> <tr> <td data-bbox="336 1496 692 1541">Monday 20.05.2024</td> <td data-bbox="692 1496 1098 1541">Monday 03.06.2024</td> </tr> <tr> <td data-bbox="336 1541 692 1608">Monday 24.06.2024</td> <td data-bbox="692 1541 1098 1608">Saturday 06.07.2024 ^ Away Day</td> </tr> <tr> <td data-bbox="336 1608 692 1653">Monday 19.08.2024</td> <td data-bbox="692 1608 1098 1653">Monday 02.09.2024</td> </tr> <tr> <td data-bbox="336 1653 692 1697">Monday 30.09.2024</td> <td data-bbox="692 1653 1098 1697">Monday 14.10.2024</td> </tr> <tr> <td data-bbox="336 1697 692 1742">Monday 28.10.2024</td> <td data-bbox="692 1697 1098 1742">Monday 25.11.2024</td> </tr> <tr> <td colspan="2" data-bbox="336 1742 1098 1787">* To be confirmed</td> </tr> <tr> <td colspan="2" data-bbox="336 1787 1098 1832">^ Provisional -possible clash with Gala Day. Details to follow</td> </tr> </tbody> </table>	Standing Committee Meeting 2024 at 3.00 p.m.	PCC Meetings 2024 7.00 p.m. for 7.30 p.m.	Wednesday 03.01.2024	Monday 15.01.2024	Monday 26.02.2024	Monday 11.03.2024	Wednesday 03.04.2024	Monday 22.04.2024	Monday 29.04.2024	Sunday 19.05.2024 APCM After Morning Service *	Monday 20.05.2024	Monday 03.06.2024	Monday 24.06.2024	Saturday 06.07.2024 ^ Away Day	Monday 19.08.2024	Monday 02.09.2024	Monday 30.09.2024	Monday 14.10.2024	Monday 28.10.2024	Monday 25.11.2024	* To be confirmed		^ Provisional -possible clash with Gala Day. Details to follow		PCC	FOR NOTING
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PCC1123/41	12	Correspondence None																										

PCC1123/42	13	<p>Any other Urgent Business A request was received from the Choirmaster to hold a Concert to mark the 80th Anniversary of D Day on 06 June 2024 which was unanimously agreed.</p>	JM	IN DUE COURSE																																												
PCC1123/43		<p>A further request was received from the choirmaster for the free use of the organ for teaching purposes. That too was unanimously agreed.</p>	JM	IN DUE COURSE																																												
PCC1123/44		<p>It was reported that a four-star hygiene certificate has been granted to John Marsden relating to the provision of food at 27 Sunderland Street. Congratulations were extended to him.</p>																																														
PCC1123/45	14	<p>Diary Dates for 2023-2024</p> <table border="1" data-bbox="336 663 1080 1014"> <thead> <tr> <th colspan="4">Dates for 202/4 (updated for each PCC meeting during the year)</th> </tr> </thead> <tbody> <tr> <td>Sunday</td> <td>12th November</td> <td>10.15 a.m.</td> <td>Remembrance Sunday</td> </tr> <tr> <td>Saturday</td> <td>18th November</td> <td>10.00 a.m.</td> <td>Festive Fayre</td> </tr> <tr> <td>Thursday</td> <td>23rd November</td> <td>5.00p.m.</td> <td>Late Night Shopping</td> </tr> <tr> <td>Sunday</td> <td>3rd December</td> <td>4.00 p.m.</td> <td>Christingle</td> </tr> <tr> <td>Sunday</td> <td>3rd December</td> <td>6.00 p.m.</td> <td>Advent Carol Service</td> </tr> <tr> <td>Thursday</td> <td>07th December</td> <td>2.00 p.m.</td> <td>Memory Trail and Carols</td> </tr> <tr> <td>Thursday</td> <td>07th December</td> <td>7.00 p.m.</td> <td>Catholic Mass</td> </tr> <tr> <td>Sunday</td> <td>10th December</td> <td></td> <td>Gifts for the Salvation Army</td> </tr> <tr> <td>Sunday</td> <td>17th December</td> <td>TBA</td> <td>Carol Service</td> </tr> <tr> <td>Sunday</td> <td>31st December</td> <td>4.00 p.m.</td> <td>Memory Tree Service</td> </tr> </tbody> </table>	Dates for 202/4 (updated for each PCC meeting during the year)				Sunday	12 th November	10.15 a.m.	Remembrance Sunday	Saturday	18 th November	10.00 a.m.	Festive Fayre	Thursday	23 rd November	5.00p.m.	Late Night Shopping	Sunday	3 rd December	4.00 p.m.	Christingle	Sunday	3 rd December	6.00 p.m.	Advent Carol Service	Thursday	07 th December	2.00 p.m.	Memory Trail and Carols	Thursday	07 th December	7.00 p.m.	Catholic Mass	Sunday	10 th December		Gifts for the Salvation Army	Sunday	17 th December	TBA	Carol Service	Sunday	31 st December	4.00 p.m.	Memory Tree Service	PCC	FOR NOTING
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PCC1123/46	15	<p>Closing Prayers The meeting closed at 9.00 p.m. with the sharing of the Grace.</p>																																														