**St ANDREW’S CHURCH, STAPLEFORD**

# **PAROCHIAL CHURCH COUNCIL**

Charity registration number 1158492

**MINUTES OF THE PCC MEETING** – **Monday 27 September 2021**

Please note that financial statements, notes, diary, sub-committee reports etc, are pre-circulated and filed with the minutes in the official PCC file, with key points recorded. Any discussions or decisions arising from such documents are recorded in the following text.

**Present**: Simon Taylor (chair), Nicky West (secretary), Felicity Cooke (lay vice-chair), Chris Bow (treasurer), Alastair MacGregor, Jackie Nettleton, Jeannie Green, John Bryden, Simon Humphrey, Sue Brown, Valerie Powell, Anand Pillai, Clare Coates

1. Simon Taylor opened the meeting with a portion of Psalm 102 and a prayer.
2. Apologies were received from Lizzie Taylor and Sarah Kastner.
3. The minutes of the meeting held on 26 July 2021 were approved as an accurate record.
4. Finance
Chris Bow reported on the year to date. See accounts on file.
There was not a great deal to report and Chris considered that the church finances are in a comfortable position. The five funds directly concerned with the running of the church are operating at a level that generates a small surplus.
Some monies brought forward from earlier years have been dispersed from the Messenger and Nachingwea funds.
The Warden Scheme monies have been paid to Age UK as well as the monies the church pays to Age UK.
There has not been much movement on the Estate Fund or Johnson Hall Fund where there is a small deficit. The Estate Fund will be boosted because BT have waived the Wi-Fi installation costs.
The General Fund is broadly on budget with income and expenditure both slightly down.
There are savings on the cost of the youth worker as she has been partly furloughed. This will last to the end of September.
There is a small loss, which will increase over time, on the Verger’s Cottage.
Alastair MacGregor reported that the Friends have agreed to pay half of the costs of the church ceiling repairs.
5. Governance
	1. Succession planning
	Authorised Lay Minister: Romie Ridley is now licensed as an ALM.
	Curate: it is now looking likely that we will have a curate next year following on from Clare Coates. A new curate would spend a year as a deacon before spending, usually, 2 further years with us.
	Licensed Lay Minister: Fiona Holliday’s licence as a Reader/LLM is being moved from her previous diocese of St Alban’s to Ely. Simon Taylor proposed the following motion: *‘The PCC approves the licensing of Fiona Holliday as a Licensed Lay Minister to Stapleford.’* Alastair MacGregor seconded. Unanimously approved.
	Ordinand: Lucinda Howard will be with us for her second year. She has been doing a placement at Bury St Edmunds Cathedral.
6. Opening up
The decisions made by the clergy, wardens and assistant wardens were presented and Simon Taylor asked the meeting if any changes should be made. No one thought that we should be opening up substantially more quickly.
Alastair MacGregor said that outdoor services help to keep everyone safe during larger services.
Jeannie Green was keen that coffee should be served after services. Jackie Nettleton suggested serving coffee after the outdoor Harvest Festival service. Volunteers are needed to help with refreshments.
John Bryden mentioned the Clare College Choir Evensong on 30 September; their choir is singing close together, but live in community and are taking regular tests. They are happy to sing without stalls at St Andrew’s.
John suggested trying something similar for our church services, using some of the choir stalls again, bearing in mind safety issues. Jeannie remarked that the vestry is very untidy with choir stalls all over the place. Simon Taylor and John Bryden will get together in a couple of weeks’ time to try out different patterns for the stalls again and see if the choir can sing safely using the stalls.
7. Response-up to Living in Love & Faith
There is a report on file from the church meeting on 23 September - Simon Taylor has circulated the notes from the 10-12 people who attended the meeting.
The PCC needs to think in particular about Section B “Further Thoughts for St Andrew’s”.
The first two sections (Engagement and LearningExperience and the LLF Course) will be edited into a coherent whole and sent to the national church.
Felicity Cooke noted there had been a variety of responses but that many had focussed on attracting the young. She said it is also important to acknowledge the experience of people of all generations inside and outside church.
John Bryden said that people “in the middle” without any struggle themselves should look more thoughtfully at people who are different. Simon Taylor said it is important to listen to those who have experienced “difference”.
There were no more comments from the meeting on our responses to the Diocese particularly on Section B.
John Bryden had really enjoyed his group and hoped that others had too.
Alastair MacGregor said we should express more clearly on our website what we stand for.
Felicity suggested a period of reflection and returning in a few months’ time after allowing things to settle. By then, we will have heard back about experience of LLF across the Diocese and could think about more we could be doing. Simon asked if Felicity (or anyone else) would look at the website and consider how the wording could be improved.
Alastair thought it was good to talk openly and had gained the impression that St Andrew’s was welcoming and inclusive, and that not much more needed to be done at the moment apart from updating the website.
8. Diary
Numbers should be manageable at the Clare College recital on 30 September as it has not been widely advertised.
Harvest festival is on 3 October with choral Evensong with St Andrew’s choir in addition to the morning services.
There are a few quieter weeks until All Saints Day on 31 October with sung Communion at 10.30 am and Choral Evensong for All Souls.
John Bryden and Simon Taylor had decided that a further Evensong was feasible on 7 November but will review that.
Some children are coming for their first communions are on 7 November; it is not decided yet whether to have one service or somehow to bring the indoor and outdoor parts of the congregation together for the communion.
Remembrance Sunday is on 14 November. Numbers could be a concern as this is a popular service. We do not know yet which groups will be attending – i.e. Brownies, Cubs etc. No trumpeter is yet available. Jeannie Green suggested gathering at a focal point in the churchyard. Jackie Nettleton suggested joining with Shelford at their war memorial but that would increase the numbers. Felicity said that Stapleford people attach importance to the memorials in the church and also that elderly people who have come in the past may not come this year. If indoors the service would be masked and ventilated.
The Children’s Society Service will now be on the first Sunday of Advent (28 November). The Chief Executive could not attend at the date in October which was originally fixed for this service.
We have not yet heard anything from Great Shelford about a joint Advent service.
A decision needs to be made whether to have one or two Toy Services.
19 December is the likely date for the lessons and carols service. Last year we had two services which could work again. An alternative of a shorter service in the afternoon and a longer one in the evening was suggested.
John has been contacted by another two people wishing to join the choir.
Jackie Nettleton agreed with Jeannie that the choir has a large enough repertoire to do two services. John and the choir to think about what to do as longer choir practices would be necessary.
Carols & Christingle did not happen last year. An outdoor service is proposed for this year.
The Midnight in Bethlehem service will go ahead.
Details of the Christmas Day (Saturday) service will be decided later.
There will probably be a short said service on the Sunday after Christmas Day.
Felicity Cooke asked if there will be a Nachingwea fair – Jackie Nettleton confirmed it will be on Saturday 4 December.
The Nachingwea recital is on 27 November.
9. St Andrew’s church monuments
Nicky West reported. With regard to issues of contested heritage, all churches and cathedrals have been asked to find out if they have statues or memorials which could cause offence to marginalised groups in the UK.
There are memorials to the Godolphin Osbornes in the Lady Chapel – their wealth came from landed estates all over the UK, farming and tin mining. Nicky did not find evidence of money coming from plantations. Lady Charlotte Elizabeth Godolphin’s husband was active in protesting to Parliament against slavery and the slave trade. He sounded a fair and good person. Her son was a priest in Dorset who wrote hundreds of letters to the Times about standing up for underprivileged groups (including women, Irish tenants).
Nicky found no problems with memorials in the church but, in researching our past vicars, she found that Frederick Hawes’ wealth came from plantations in the West Indies and Robert Hawthorn in the 1870s applied for and received compensation when slavery was abolished.
The PCC thanked Nicky for her hard work. Felicity Cooke suggested Nicky’s findings should be written up in the Messenger and reproduced as a leaflet in the church, and possibly on the church website too.
The meeting thought it was appropriate to draw people’s attention to the wrongdoings of our past vicars.
Keith Dixon, Chair of Stapleford History Society, had got the information about Hawes from the census; Nicky will get in touch with him again regarding Hawes to check the provenance of the information.

10. Safeguarding
Rob Needle’s report is on file. Thanks were recorded to Rob for his efforts so far.
Foundation training is still outstanding for some PCC members. PCC members are also required to do the Domestic Abuse module.
DBS renewal reminder letters will go out soon.
On Rob’s behalf Simon Taylor asked for comments on the three documents; “The St Andrew’s safeguarding checklist and action plan”, “Guidelines for responding to a person disclosing abuse” and “The St Andrew’s policy on recruitment of ex-offenders”.There were no comments or suggested revisions. Simon proposed the PCC approve the three documents. Seconded by Felicity Cooke. Passed unanimously.
Rob had reported that no safeguarding issues had been reported to Rob since the last meeting. Since he wrote his report Rob has been handling a safeguarding issue that arose in one of the youth clubs.

11. Sub-committee and group reports:

* 1. Youth. No report received.
	Both age-group youth clubs are now on a Friday.
	2. Children and Families. Report on file.
	3. YouthInc. No report received.
	It continues to function as previously and is recruiting a new youth worker.
	4. Eco Church. No report received.
	5. Events. No report received.
	6. Prayer/House groups. Report on file.
	Francess Richardson has asked for help as some groups are struggling. Simon Taylor noted that unlike in some churches house groups are quite autonomous at St Andrew’s but may need more assistance than he has given them.
	7. Mothers’ Union. Report on file
	8. Stapleford-Nachingwea Link. No report received.
	9. St Andrew’s Children’s Society Partnership. Report on file
	The Children’s Society Partnership is doing the Advent porch appeal this year.
	10. Fabric. Report on file
	11. Johnson Hall & Verger’s Cottage. Report on file
	Sue Brown reported that the Johnson Hall is within the church’s green energy package but the Verger’s Cottage is not (it’s been long-term with British Gas). We should aim to bring everything into one package but now is not the time.
	12. Friends of St Andrew’s. No report received.
	13. Deanery. Report on file
	14. Pastoral care group. Report on file
	Home communions are restarting and JOY is going very well.
	15. Community Warden Scheme. Report on file
	Jackie Nettleton reported that she has received no response from the Parish Council about fulfilling its funding commitment and will follow up. There is a Parish Council meeting next week but they are very busy with other matters. It would be difficult to sustain the Scheme without Parish Council funding.

NB: Since the meeting Jackie has reported that the Parish Council have paid their promised contribution of £2,500.

* 1. Messenger. Report on file
1. There were no matters arising from the minutes of the last meeting.
2. There was no other business.

| **Month** | **PCC** |
| --- | --- |
| **2021** |
| Nov | **22** |
| **2022** |
| Jan | **24** |
| March | **28** |
| May | **23** |
| July | **25** |
| Sept | **26** |
| Nov | **28** |

1. Date of next meeting – Monday 22 November at 19.45 hrs by Zoom.
2. Alastair MacGregor closed the meeting with a prayer.