

**Parish of Tickhill St. Mary with Stainton St. Winifrid**

**MINUTES**

Parochial Church Council meeting 22.04.2024 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	A	Mrs B Lowe	✓	Mrs S McCarthy	✓
Mrs L Johnson	✓	Mr P Chappell	✓	Mr M Dent	✓
Mr D Morley	✓	Mrs N Sweed	✓	Mrs J Nathan	✓

PCC0424/01	01	<b>Opening the Meeting</b> Opening prayers were led by the Chair.		
PCC0424/02	02	<b>Apologies for Absence</b> As above.		
PCC0424/03	03	<b>Minutes of the PCC meeting on 11.03.2024</b> The minutes were accepted as a true reflection of the business conducted and will now be published, including the church website. The PCC ratified the publishing of PCC minutes onto the church website as a continuous and ongoing process.	PB	Forthwith
PCC0424/04	04	<b>Matters Arising</b> Thanks were extended to all the members of the church who contributed to the success of the recent Art Exhibition Weekend		
PCC0424/05		The Conservation Officer for the local authority met with Peter Chappell in connection with the War Graves located in the closed churchyard. He was shown around the site and provided with a plan identifying the location (4 Commonwealth War Graves and 17 War Graves not under the care of the Commonwealth War Graves Commission). No further action is now to be taken.		
PCC0424/06		There were no matters arising which were not addressed in the agenda for this meeting.		
PCC0424/07		The church has now got a postcode – DN11 9RZ – the notices on the church doors will now be updated to include the ‘three-word’ location.	DH PB	ASAP
PCC0424/08	05	<b>Safeguarding</b> No reported incidents. Thanks were extended to the Safeguarding Officer for her reports to the PCC (Appendix B&C). Thanks were extended to PCC members who have completed the necessary online training. She repeated her plea from an earlier meeting to those not having undertaken this important training activity to do so as soon as possible. She repeated the importance of the current training programme which is a requirement of all PCC members.	PCC	ASAP
PCC0424/09		Emphasis was given to embed the new Safeguarding Dashboard.	PCC	Ongoing

PCC0424/10	06	<b>Electoral Roll</b> The Electoral Roll Officer was thanked for her report at Appendix D. The electoral Roll is now located at the back of church in readiness for the Annual Meeting. The Roll currently stands at 167.	PB	APCM
PCC0424/11	07	<b>Committee and Team Reports</b>		
PCC0424/12	(a)	<u>Mission</u> No report submitted.		
PCC0424/13	(b)	<u>Eco church</u> No Report submitted. Thanks were extended to those who contributed to the service at 10.45 a.m. on Sunday 21.04.2024.		
PCC0424/14		<u>School</u> No Report submitted. It was announced that an appointment has been made for a Head Teacher to commence duties at the start of the autumn term, subject to references and the normal appointment process. There was a good trawl of high calibre candidates for this important appointment.		
PCC0424/15	(c)	There are still two Foundation Governor vacancies, with interest being shown from a member of the PCC, who will contact the PCC Chair with a decision after speaking to the school's Chair soon. <u>Events and Social</u> No report submitted. The next meeting is scheduled for 23.04.2024. Mention was made of working towards having tours up to the ringing chamber at the Summer Fayre. This will be discussed further at their next meeting.	PCC	ASAP
PCC0424/16	(d)	<u>Fabric</u> The Action Log at Appendix E was received with thanks. From this Log the following matters were addressed:	JN	24.04.2024
PCC0424/17		<ul style="list-style-type: none"> <li>• Heating – Discontent was demonstrated regarding the performance of the DAC in dealing with the Faculty Application, which is to be reported to the Archdeacon, in his capacity as the interim Chair. The PCC is concerned that unnecessary delays will put a timely completion at risk, with all the associated issues this will bring with it.</li> </ul>	PR	ASAP
PCC0424/18		<ul style="list-style-type: none"> <li>• Noticeboards – A meeting should be convened with the Comms Group to progress this matter as soon as possible.</li> </ul>	PR	ASAP
PCC0424/19		<ul style="list-style-type: none"> <li>• A church Office – The concept was well received by the PCC, enabling the Fabric Team to progress this matter further.</li> </ul>	PB	ASAP
PCC0424/20	(e)	<u>Funding Group (Warm and Welcoming)</u> The report at Appendix F was received with thanks. The Art Exhibition was a tremendous success with total proceeds likely to exceed £1,400 for the weekend, raising the total into the New Development Fund, currently available for the heating project, to £55,602. Peter Chappell and David Horrigan were thanked for their work and co-ordination of the event. It is hoped this could become an annual event.		
PCC0424/21		Letters of thanks are to be sent to the main organisers. It was also agreed that framed certificates of appreciation be prepared and handed to all those concerned at a 'presentation' in some form. PCC Secretary to be provided with the content of the certificate, to enable production to go ahead.	PR DH PB	ASAP ASAP

PCC0424/22	(f)	<u>Financial</u> Reports at Appendices G to K were received with thanks. A letter has been received from the Diocese thanking us for our 2023 contribution to the Common Fund.		
PCC0424/23		The Annual Report and Accounts were presented and unanimously agreed by members of the PCC, which were then signed off by the Chair. Referring to Appendix H, he reported that the church was operating within budgets, with only one minor exception, being that of church maintenance which was a little over budget showing an actual spend (year to date) of £3,271 against the annual budget of £5,500.		
PCC0424/24		It was agreed, following a recommendation made by the treasurer, that after years of submitting nil returns to Entrust, the church should de-register with immediate effect. This was unanimously agreed.	DM	ASAP
PCC0424/25		The treasurer then referred to Appendices I&J relating to energy costs provided on 09.04.2024, which were presented at the meeting as an update on 19.04.2024 ( <i>Appendix J (1) attached these minutes</i> ). Following discussion, it was unanimously agreed that the church enters a 12-month contract with the existing suppliers for gas and electricity 'carbon neutral' services with immediate effect. The treasurers annual estimated total running cost being £10,397 which includes fuel oil at Stainton and water charges at both sites for 2025.	DM	ASAP
PCC0424/26	(g)	<u>Mothers Union</u> No report submitted. It was verbally reported at the meeting that support is very soon to resume at the Women's Refuge, continuing a long relationship with this important service. The manager is scheduled to make a visit, with a presentation at the June Meeting. A joint social event with Barnby Dun MU is scheduled for May to visit the Stamford Bridge Tapestry Project. Comment was passed regarding the informative speaker from 'Mary's Meals,' a significant charity focussed on the provision of meals for children in need.		
PCC0424/27	08	<b>Health and Safety</b> No Report submitted. The H&S Officer referred to what was reported as a loose slab in the South Aisle. Whilst there was no significant movement present at the time of the visit, packing of the slab will take place very soon to prevent future movement.	ET	ASAP
PCC0424/28	09	<b>Hiring of the Church for Public Events</b> There is a need to bring together a coherent pricing structure and administration into one point of contact. It was suggested by the Chair that this might be looked after by the Events and Social Committee, taking full advantage of the online diary facility now in place. A meeting of the E&S Committee might be convened to discuss this important matter.	JN	ASAP
PCC0424/29	10	<b>GDPR Audit</b> The usual annual audit has taken place and no issues have been identified.		
PCC0424/30	11	<b>Licensing and PTO – Readers</b> Appendices N&O were received with thanks. Following brief discussion led by the Chair regarding the licensing process and procedures, it was agreed by the PCC that:		

PCC0424/31		<ul style="list-style-type: none"> <li>Renewal of the PTO for Noreen Sweed and John Hoare be refreshed for a further three years.</li> </ul>		
PCC0424/32		<ul style="list-style-type: none"> <li>The License for John Hosker be refreshed for a period of five years.</li> </ul> <p>The Diocese will be informed in the usual manner.</p>	PB	ASAP
PCC0424/33	12	<p><b>Preparing for the AVM and APCM</b></p> <p>The PCC Secretary reported that progress is being made for the meetings to be held on 19.05.2024. Members were reminded to prepare reports in good time to prevent a bottleneck close to the meeting date.</p>	PCC	ASAP
PCC0424/34		Appendix P was received with thanks. The retirement of PCC members under the agreed transitional rules agreed at the APCM in 2023 was discussed. Questions regarding the process were raised which were addressed by the Chair. He then invited the PCC members to adopt the content of Appendix P, which was unanimously agreed. This identifies the PCC members who will retire at the 2024 APCM.		
PCC0424/35		David Horrigan Brenda Lowe Jenny Hosker		
PCC0424/36		PCC members were advised to actively seek new members to the PCC as it is particularly important that retiring members are replaced as part of the refresh process, which the new protocol strongly encourages, bringing new members onto the PCC.	PCC	ASAP
PCC0424/37		The treasurer will be seeking ex-officio status to the PCC at the 2024 APCM on 19.05.2024.	PR	After APCM
PCC0424/38	13	<p><b>Churchwardens Recruitment</b></p> <p>It was reported that no candidates have yet been found and work should continue by the Chair and members of the PCC in finding three individuals before the Annual meeting on 19.05.2024.</p>	PR PCC	ASAP ASAP
PCC0424/39	14	<p><b>Proposed PCC/ SC meeting schedules (See later)</b></p> <p>Noted</p>		
PCC0424/40	15	<p><b>Video recording and Live streaming of services</b></p> <p>Nothing further to report at this meeting</p>		
PCC0424/41	16	<p><b>Correspondence</b></p> <p>None</p>		
PCC 0424/42	17	<p><b>Any Other Business</b></p> <p>None</p>		
PCC0424/43	18	<p><b>Diary Dates for 2024 (see later)</b></p> <p>Noted</p>		
PCC0424/44	19	<p><b>Closing the Meeting</b></p> <p>The Chair thanked all members of the PCC for their commitment over the last 12 months and particularly those whose current term of office is soon to end.</p>		

PCC0424/45

The meeting closed with the sharing of the Grace at 9.10 pm.

PCC0424/46

<u><b>Standing Committee 3.00 pm</b></u>	<u><b>PCC Meeting 7.00 pm for 7.30 pm</b></u>
Monday 29.04.2024 (yet to be confirmed)	Sunday 19.05.2024 (APCM after Morning Service)
Monday 20.05.2024	Monday 03.06.2024
29.06.24 (All Day)	PCC Away Day. Stainton Village Hall
Monday 19.08.2024	Monday 02.09.2024
Monday 30.09.2024	Monday 14.10.2024
Monday 28.10.2024	Monday 25.11.2024

PCC0424/47

<b>Dates for 2024 (updated for each PCC meeting during the year)</b>			
<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Detail</b>
Thursday	23.05.2024	TBA	Lesley Smith – History Society Performance
Thursday	06.06.2024	7.00-8.45	Choir Concert - 80 <sup>th</sup> Anniv. of D Day (Drinks at 7.00p.m.)
Thursday	06.06.2024	9.15 p.m.	Lighting of the Parish Beacon at the Buttercross
Saturday	15.06.2024	7.00 p.m.	Wheatsheaf Singers & Anston MV Choir
Sunday	23.06.2024		Choir Sunday
Sunday	20.09.2024		Harvest
Sunday	01.12.2024	TBA	Advent Carol Service
Sunday	22.12.2024	4.00 p.m.	Christmas Carol Service