

Minutes of a Meeting of the Bishop Burton Parochial Church Council held on Thursday 25th September 2014 at All Saints Church, Bishop Burton.

Present: Miss H Swann – Chairperson
Rev R Newton
Mr D Oxtoby
Mr D Beynon
Mrs A Cherry
Mrs J McDonald
Mr T Thomas
Mrs S Thomas
Mr G Richardson
Mr L Byass

The meeting began at 7.30pm with a Prayer and Reading by Rev Newton. Apologies for absence were received from Prof Ersser and Mr Penton.

1. Minutes of the Previous Meeting

The Minutes from the meeting held on 30th July 2014 had been circulated to all present before this meeting commenced. As no amendments were requested, Miss Swann agreed to approve them as a true record, and they were signed accordingly.

2. Matters Arising

Ceiling Up-Lighting

Mr Thomas advised that he had been unsuccessful in obtaining a quotation for this work. Mr Oxtoby suggested an alternative electrician, and undertook to ask for a quote. Rev Newton advised that any additional lighting for the Church would require a Faculty application to the Diocese and Mrs Danforth agreed to obtain the necessary forms. Mr Beynon said that he had noticed that the time clock for the lighting to the front steps of the Church was not working correctly. Mr Oxtoby agreed to ask the electrician to look at this problem too.

Action: Mr Oxtoby and Mrs Danforth

Whilst discussing the Church lighting, Rev Newton mentioned that the time clock for the heating system was very difficult to program, and asked if it would be possible to install a more simple one to operate. Mr Beynon said that there were time clocks available now which you could control remotely via the internet, but that this would necessitate internet access being brought into the Church. After further discussion, it was decided that this would not only benefit the Church, but may also provide internet facilities to Parishioners who may otherwise be without them. As it is such a technical issue, Mr Thomas and Mr Beynon agreed to look at this together and report back at the next meeting.

Dampness to Interior Wall – Children’s Corner

Mr Thomas presented Mr Pittaway’s quote for the redecoration of the Children’s Corner area which came to £90 inclusive of VAT. All agreed that this quotation should be accepted, and Mr Thomas was requested to ask Mr Pittaway to undertake this work. Rev Newton asked if it would be possible to refurnish and carpet the Children’s area once the redecoration had taken place. All agreed that this would be a good idea and would make it a more comfortable space for children to play in. Mrs Thomas volunteered to do this work with the help of other members of the PCC, for an agreed budget of up to £200.

Action: Mr and Mrs Thomas

3. Planning / Events

Fund Raising Sub-Committee Report

Mrs Cherry advised that a meeting of the Fund Raising Sub-Committee had been held on Sunday 21st September 2014. At this meeting, it was agreed to hold another Christmas Tree festival at the beginning of December, with a preview night, hopefully featuring the Village Choir if they are available, and refreshments. A charge of £5 per ticket for this event was suggested, with the suggested donation towards decorating a tree held the same as last year at £10 (there are 20 trees available to decorate). The tentative date for this event is 13th December, starting at 6.30pm, but this is subject to change if it is going to clash with the Village Pantomime (the date for this has not yet been set).

Christmas Services

Rev Newton confirmed that our Christingle Service this year will be held on Sunday 14th December, meeting at 2pm around Bryan Mere. It is hoped that Mary the Donkey will be available to join us again this year! The Carol Service will be held on the 19th December, commencing at 7.30pm with mulled wine and mince pies to follow. There will be a Midnight Holy Communion Service on 24th December 2014, but no Service in Church on Christmas Day. Parishioners will be invited to join the Service being held at All Hallows in Walkington.

Other Events

Rev Newton advised that she would be trying a new Communion Service on Sunday 28th October 2014. This is slightly different from the current Communion Service, and will bring us in line with the other Parishes.

On the 10th October 2014, Mr and Mrs Jackson will be celebrating 50 years of marriage with a Service of Thanksgiving in Church, and there is a baptism on the 19th October for baby Sophia Larkham, but the time has yet to be confirmed.

4. Finance

Mr Penton sent his apologies for missing the Meeting, but in notes sent to the meeting via the PCC Secretary, he advised there was little to report regarding the current financial situation. Income in July and August were low, but it was thought that this was due to it

being the peak holiday period and missing a couple of Services in August when the congregation joined a Service at All Hallows, Walkington and the joint Benefice Songs of Praise Service at St Peters in Rowley.

Mr Penton also wanted to advise the meeting that he had received notification that the insurance company were challenging our claim for the repair to the Church clock, and they had been asking for further details such as the exact day the storm which damaged the clock occurred, and full details of the necessary repairs. Mr Oxtoby confirmed that he had been liaising with the Cumbria Clock Company who will be sending him a full report regarding the repairs in order to support our claim, and will ensure that this is forwarded to Mr Penton to progress this matter further.

The changing of the Bank Mandates for Barclays and the Fund accounts are now in hand – this will ensure that all paperwork regarding the Church's finance will be sent to Mr Penton at his home address. As mentioned at the last meeting, Mr Penton and Mrs Danforth will be added as cheque signatories but they will only be allowed to sign cheques etc provided the second signatory is a Church Warden. Mr David Danforth, a previous Treasurer, will be removed as a cheque signatory.

Mrs Danforth confirmed that she had been liaising with Mr Penton regarding the production of the letter to all members of the Electoral Roll about regular giving, and providing information regarding the financial standing of the Church. The draft of this letter was presented to the meeting by Mrs Danforth for discussion and approval which was unanimously given after a few minor amendments were requested. Mr Penton and Mrs Danforth were thanked by the Committee for their help in putting this information together.

Action: Mrs Danforth was asked to distribute these letters as soon as possible.

5. Any Other Business

WC Facilities and Pew Relocation Project

Mr Oxtoby advised the Committee that the Architect Rod Mills, who is working on this project for us, has requested a meeting with the Church Wardens next week, to discuss the final plans ahead of his preparation of the Faculty application for the work to be carried out. It is hoped that the Faculty application will be completed and submitted to the Diocese by the end of October 2014.

Action: Mrs Danforth was asked to obtain the Faculty application forms and pass to Mr Oxtoby for completion.

Child Protection Policy

At the last meeting, the PCC were advised that we needed to adopt a Child Protection Policy for the Church. A draft of the Policy document was read to all present and the contents discussed. Although it was unanimously agreed that the draft Policy be adopted in principle, a Representative for the PCC was required to oversee its administration. A request for a volunteer for this work was requested, and the appointment was carried over to this meeting. Miss Swann advised that she would be happy to read the documentation and look at the role prior to deciding if she felt able to take it on, and would report back to the Committee at the next meeting. Miss Swann was thanked for her consideration.

Church Heating System

As reported in item 2 (Matters Arising) above, Rev Newton has asked for an easier to program time clock to be installed to the heating system. It was also suggested that we ask a heating and plumbing engineer to survey the Church to see if there is a more effective and/or cost effective way of heating the building. This may even include looking at partitioning off the area of the choir stalls from the main body of the Church, and reconfiguring this so that Services with a low attendance can be held in this portion of the Church only. This would allow a much smaller area to be heated to a better degree than we can presently achieve. Mr Oxtoby agreed to speak to Rod Mills about this suggestion to obtain his advice, and report back to the next meeting.

Action: Mr Oxtoby

Joining of All Saints Bishop Burton with the Benefices of Walkington, Rowley and Skidby

Rev Newton advised that this process is still on-going, but it is hoped that the process of finding a new Vicar for the joint Benefice will be completed by mid-January 2015 – no further information was available at this time.

Correspondence Received

The PCC Secretary read out a letter and enclosure received from Mr John Dunning regarding early publication of PCC Meeting Minutes to all present. Mr Dunning again requested that all PCC meeting minutes should be published, preferably within two weeks of a meeting taking place, and prior to their being approved by the Committee as being a true record.

The PCC discussed this request again at length, but the Committee felt very strongly that no change should be made to the current procedure for publishing Meeting Minutes, even in a draft format, and therefore voted unanimously against any procedural change at this time.

Action: Mrs Danforth was asked to advise Mr Dunning of the Committee's decision.

Pearman Bequest

It was unanimously agreed that the Pearman Bequest for 2014 should be awarded to Mrs Rene Stickney. Rev Newton confirmed she would be happy to present this to Mrs Stickney.

6. Date of Next Meeting

The next meeting is to be held on the 22nd January 2015, and Mr David Beynon very kindly offered to host this meeting at his home.

There being no further business to discuss, the meeting closed at 9.40pm with the Grace.