

Minutes of a Meeting of the Bishop Burton Parochial Church Council held on Thursday 19th November 2015 at Mr David Oxtoby's home, Burton Raikes Farm, Bishop Burton.

Present: Rev R Young – Chairperson
Mr D Oxtoby
Miss H Swann
Mrs M Wray
Mrs A Cherry
Mrs J McDonald
Mrs S Pickering
Prof S Ersser
Mrs A Danforth – Secretary

The meeting began at 7.35pm with a Reading and Prayer by Rev Young.

Apologies for absence were received from Mr and Mrs Thomas, Mr Beynon and Mr Penton.

1. Minutes of the Previous Meeting

The minutes from the previous meeting held on the 24th September 2015 and the Extraordinary meeting held on the 25th October 2015 were circulated to all PCC members before this meeting commenced. As no amendments to either of these were requested, they were both accepted as a true record, and Rev Young signed them accordingly.

2. Matters Arising not elsewhere addressed in the Agenda

Update on LYCIG – Diocesan Evaluation Exercise

Rev Young reported that each PCC has now received a review on this from her. Rev Young has also spoken to the Outreach Group, and Mrs Thomas attended the meeting of this Group on behalf of All Saints. A 'signpost' document has been drawn up, and this provides a baseline to look at where we can go from here. It lists five marks of a growing Church, and Rev Young asked the PCC to look at each of the questions asked being, Christlikeness, Commitment, Partnership, Influence and Numbers. Five volunteers from the PCC were asked to look at a question each, and investigate their response to the question posed under each heading. Their findings are to be presented back to Rev Young before Christmas, in time for the first 'Together Day' for all PCC's of the United Benefice on the 23rd January 2016.

Terms of Reference for the Standing Committee

At the last PCC meeting, it was agreed to form a Standing Committee, who would be able to do the work of the Committee in between full PCC meetings where decisions on time critical or urgent matters were needed.

Mr Penton had advised at that meeting that a Standing Committee was in place at Walkington, and that a cap on the amount which could be spent by them had been agreed by the PCC in advance – if further funds are needed, a full PCC meeting must be called, and it was agreed that this should be put in place for All Saints Church. Mr

Penton had supplied a copy of the Terms of Reference document currently in place for All Hallows, Walkington, and this was passed around to all present. Given that we are now a United Benefice, it was considered appropriate that their Terms of Reference document should be used as the basis for our document, with the appropriate changes and omissions made where required. It was further agreed that the Standing Committee will have authority to approve financial expenditure up to £250 without recourse back to the full PCC. Any expenditure above £250 however must be approved by the full PCC.

The PCC Secretary was asked to draw up the Terms of Reference document for All Saints Church accordingly, and this will be presented to the PCC at the next meeting for approval.

Purchase of a new Bench for the Ashes Internment area in the Churchyard

At the previous meeting, the PCC Secretary indicated that Mr Byass had expressed an interest in supplying this bench, but as Mr Byass was unable to attend this meeting, this item will be carried over to the next PCC meeting.

Bust of Francis Watt

The PCC Secretary confirmed that Bishop Burton College had kindly agreed to our request to return the bust of Francis Watt to be displayed in Church. Mr Oxtoby will liaise directly with the College Principal, Mrs Dawson, in order to have this collected from them.

Review on the Joint PCC meeting with Skidby and Rowley with David Butterfield to discuss Stewardship.

Rev Young advised that a number of members of our Committee had joined with PCC members from Skidby and Rowley at Skidby for a meeting with David Butterfield to discuss stewardship. This was a very successful and informative meeting which highlighted many ideas which we are already focusing on. Mr Penton mentioned, through the Secretary, that he felt we should focus on supporting the Friends of All Saints and LYCIG initiative in 2016, and then reconsider further stewardship activities at the end of the year. He did however feel that we could publicise standing orders better and also the regular envelope scheme, which he is hoping to look at in December this year.

3. Planning / Events

Feedback from the Harvest Festival Service and Remembrance Service

Rev Young reported that the Harvest Festival Service went well, but she had received feedback that people would have preferred a slightly more traditional Service, and this will be addressed next year. Unfortunately, it was missed being put into the Village Magazine, and Rev Young apologised for this. The Remembrance Service was well received, and although well attended, was slightly down on attendance from last year. All those who helped with these two Services were thanked.

Feedback from the Friends of All Saints Church Open Meeting

Prof Ersser reported that he was very encouraged by the response that he had received from the people in the Village, both from their attendance at the open meeting on the 28th October, and in the form of notes and e-mails that he had received from others who were unable to attend on the day. In total between 25 – 30 people were at the open meeting and a further 10 have indicated that they would be willing to support the Group. Prof Ersser stressed that anything the Group plans, must be done with full co-ordination with the Village Hall Committee in order to avoid any overlap of events or ideas. The next meeting is planned for the 9th December 2015, and this will be held in the Altisidora. Mr Bryn Jones has agreed to help with publicity for this next event by putting it onto the Village Website, and Mr Penton has indicated that he would be willing to help as Treasurer in the initial start up. Rev Young thanked Prof Ersser for everything that he has done so far, and everyone who helped with the open meeting.

Christmas Planning:

Christmas Crib Service – this will be held at 3pm on Sunday 20th December 2015, with the Service being taken by Rev Ruth Newton.

Carol Service – this will be held at 7.30pm on Monday 21st December 2015 with light refreshments to follow. Unfortunately, this has been advertised in the Village Magazine as starting at 6.30pm, but a Christmas flyer giving details of events and Services throughout December will be distributed around the Village, and this will have the correct timing shown.

Christmas Trees

There will be no Christmas Tree Festival this year, given that this has been run for the last two years. A number of PCC members have volunteered to decorate some of the small trees for displaying in the Church though.

4. Finance

As the PCC Treasurer, Mr Penton, was unable to attend this meeting, he had sent his report to the PCC Secretary which was read out on his behalf to all present:

General Finance Report

Mr Penton advised that, at the moment, we are looking like improving on the budgeted loss of £2,000 before investment growth. Mr Penton estimates that we will end the year with a deficit of about £1,700 with any additional expenditure agreed being added to this. We have paid our Freewill Giving on time and in full.

The large growth in investments income in the half year to April of approximately £3,000 is likely to have reduced in the period to October, but Mr Penton had not received the Statements for these as yet. He would still hope to be able to show a growth of about £2,000 for the year to mitigate the deficit on the General Fund.

The current balances are:

General:	Bank and Deposits	£ 8,802.59
	Funds	£51,554.04
Fabric:	Bank and Deposits	£13,133.04
	Funds	£ 383.55

Cheque Signatory Update

Mr Penton has verbally confirmed with Barclays that the bank mandates for the Fabric fund have now been changed, but he is still awaiting written confirmation of this. In the New Year, he will begin the process of transferring the signatories of the Investment Funds to the Standing Committee members.

Feedback from the Treasurer's Meeting held on the 12th November 2015 regarding Fees

Rev Young confirmed that Treasurers for the Joint Benefice had met to discuss charges for Weddings and Funerals etc with a view to standardising them throughout the Joint Benefice. A copy of a sheet showing the proposed charges, effective from January 2016 was distributed to all present and these were unanimously agreed to. Miss Swann pointed out that a fee for the ringing of the bells for Weddings at All Saints had not been specified. Although there is only a ring of three bells, they are able to be rung, and this is quite often requested. A charge of £80 for the bell ringers at All Hallows, Walkington had been agreed to, and Rev Young will speak to the Treasurer to discuss a suitable figure for All Saints, bearing in mind that there is only three bells which are rung Carillion by one person.

5. Fabric Matters

Update re WC Facilities and Pew Relocation Project

Rev Young advised that the sub-committee for this project are due to meet again shortly. At the previous full PCC meeting, the contents of the Bell Report were discussed, and in order to incorporate the suggestions put forward in this Report to our Faculty Application, the following Resolution was unanimously agreed upon:

This PCC Resolves to bring the Ellacombe bracket down to the ground floor level, fitting it with a lockable door, as suggested by the Diocesan Bells Advisor's Report dated 28th May 2015.

By bringing the Ellacombe bracket down to the ground floor level, limited access would be required to the upper floors of the Tower. This would remove the need for a 'hit-and-miss' stair going up to the upper floors, as a ladder would then suffice. This in turn would allow extra room for a disabled access door to be fitted to the WC. Mr Oxtoby was asked to speak to the Architect, Mr Rod Mills, and request that he incorporate these changes to the floor plans, ready for the next sub-committee meeting. Rev Young reminded the PCC that any plans made by Mr Mills would also need to be approved by the Diocesan Quinquennial Architect, Mr Andrew Boyce, prior to submission with our Faculty Application.

The PCC Secretary advised that an e-mail had been received from Mr John Dunning dated 22nd October 2015. This was read to all present, and it outlined his intention to object to any Faculty Application that the PCC proposed to submit whereby some pews are put onto castors, along with the installation of a kitchen extension and WC in the Tower Vestry. Rev Young acknowledged Mr Dunning's objections and advised the PCC that objections could be made to the Diocese as part of the Faculty Application process, and any objections which were raised would be considered by the Diocese when making their decision to allow the project to proceed or not.

Replacement of Heating Time Clock

As Mr Beynon is dealing with this matter and he was unable to attend this meeting, this item will be moved to the Agenda for discussion at the next meeting.

Dampness to interior wall – area around the Piano

As Mr Thomas is dealing with this matter and he was unable to attend this meeting, this item will be moved to the Agenda for discussion at the next meeting.

Heating Boiler Repair Update

Rev Young was very pleased to report that, following a meeting at All Saints on the 4th November with Mr Andrew Boyce (Diocesan Architect), a British Gas engineer plus herself and David Oxtoby, it was agreed that our Boiler is sufficiently ventilated. Mr Boyce spotted a vent in the eaves which the British Gas engineer hadn't seen, and the engineer also agreed that the vent into the floor (into the old coal store) is adequate. British Gas will therefore come and service the boiler as soon as possible and reconnect our gas supply. There is one matter which was flagged, being that the cold feed pipe to the boiler isn't big enough and this has to be replaced – it is not an urgent job and doesn't stop the boiler from being used.

Update on Lectern and Pew Bibles

The PCC Secretary provided all present with a mock-up of the book plates for the Lectern and Pew Bibles. After some discussion, the following wording was agreed upon:

Through a most generous gift to All Saints Church from our friends of the Bishop Burton Wesleyan Methodist Chapel, this Bible was placed here in the Autumn of 2015. Your Word is a lamp to my feet, and a light to my path. (Psalm 119.105).

Mrs Danforth agreed to arrange for book plates to be inserted into all of the Bibles accordingly.

Replacement of Church Key

Mr Oxtoby advised that, due to one of the only two keys to the Church breaking, he is arranging to have three new copies made by a locksmith at a cost of £94 each. Once British Gas have been to service the boiler and reconnect the gas supply, he will send the key to be duplicated, a process which will take a couple of days to complete, before the original key can be returned to us. The three duplicate keys will take approximately three weeks to manufacture. Whilst the key is sent away, Rev Young and Mr Oxtoby have agreed to keep the Church locked until the key is returned.

6. Reports and Updates

Website Progress

Rev Young confirmed that the construction of the Joint Benefice Website was still ongoing, and it was hoped that this would be finished before the next PCC meeting.

Vulnerable Adults Policy

The PCC Secretary confirmed that a copy of the draft Vulnerable Adults Policy had been distributed to all PCC members before this meeting commenced. All present agreed that they were happy with the Policy as written and no amendments were requested. It was therefore unanimously agreed by all present that this Policy should be adopted.

7. Any Other Business

Service Rotas for setting up and clearing for Church Services

Rev Young advised that the Archdeacon is encouraging creative ways of running smaller Churches where there are fewer people available to carry out all the tasks necessary. For instance, someone from another of the Joint Benefice Churches can assist in some areas, and the job of Churchwarden can be shared, as long as someone holds the office and delegates tasks where appropriate. Rev Young asked all present to think about ways in which this might be put into practice at All Saints, and bring ideas to the next PCC meeting.

8. Date for the next PCC Meeting

The next PCC meeting will be held on Thursday 18th February 2016, commencing at 7.30pm. Mrs Muriel Wray very kindly agreed to hold this meeting at her home.

As there was no further business to discuss, the meeting closed with the Grace at 9.50pm.