

**Edited Minutes of a meeting of the Parochial Church Council of St Dionysius Church,
Market Harborough, held in The Old Grammar School at 7.00pm on Wednesday 15th March 2017**

Present. George Marshall (Chair), Garry Davies, Angie Hill (Honorary Treasurer), Roger Brookstein, Ken Hook, Elizabeth Howe, Samantha Peverett, Deirdre Quinn, Rennie Quinn, Anthony Sharp (Honorary Secretary), Brian Tanner and Sandra Ward.

Prayers. The meeting opened with prayers.

1. Welcome & Apologies. The Chair welcomed everyone to the meeting and in particular our guest speaker John Gilding.

Apologies were received from Myra Anhoury, Paul Betts, Chris Davies, Sally Duke and Sarah Hix,

2. The Friends of St Dionysius-a short history and description of the work of The Friends. Speaker John Gilding, Chair of the Friends of St Dionysius.

John Gilding provided a short but useful introduction to the history and work of the Friends of St Dionysius. He emphasised that the work of The Friends focused on the fabric and building of St Dionysius only. The Friends were in a very healthy position and he was very grateful for all the assistance that members of the PCC were able to give to The Friends.

3. Minutes of the previous meeting held on Wednesday 8th February 2017 and matters arising from these minutes not on the agenda.

The Minutes of the previous meeting held on Wednesday 8th February 2017 were approved and signed, following two amendments that were approved.

Matters Arising

3.1 Item 4.1 To receive further information regarding certain on-going security and vulnerability matters that continue to remain unresolved

Locking of the Church

There continues to remain issues over the proper locking of the Church at the end of the day or after services/events. The Wardens will look into who is responsible for ensuring the building is locked each day.

It was also agreed that too many keys for inside doors within the Church were being issued.

ACTION. Sarah Hix; Christine Davies.

Welcomers

The Chair reported that the situation with the number of Welcomers on Saturdays was now critical. It was also agreed that there was an issue of vulnerability if only one person was acting as a 'Welcomer' on their own.

The number of cleaners had also decreased recently.

The Chair proposed and it was unanimously agreed that a Time & Talents Sunday should be organised to encourage members of the congregation to offer their services, but only once the new clergy had been installed.

3.2. Item 5.1 Holy Week Palm Sunday & and the proposed Agape Service on Maundy Thursday

The Chair had arranged for a service order for an All Age Communion on Palm Sunday to be made available and this was tabled at the meeting. The meeting fully approved of the service order and agreed that 130 copies should be printed. The Agape Service to be held on Maundy Thursday would be taken by Jack Wixon.

3.3. Item 4.1 Christingle Service

The Chair drew the meeting's attention to the fact that at present the Christingle Service for 2017 was to be held the day before the start of Advent (3rd December 2017). The meeting agreed that this seemed a very unfortunate timing arrangement and it was agreed that the in-coming clergy team would be asked to review the Christingle Service date and to also look at the Christmas service arrangements as this year Christmas Day fell on a Monday.

ACTION. Barry Hill & James Pickersgill

4. To receive an oral update on the current recruitment situation for an Associate Rector of St Dionysius and All Saints, Lubenham and the proposed new Associate Priest.

The Chair reported that it had yet to be decided whether St Dionysius would become a Resource Church in its own right or part of a resource Team of Churches. Such confirmation would probably not be made until 4th May 2017.

Stephanie Hill had been interviewed for the post of Associate Priest for Evangelism Development at St Dionysius. She had interviewed well and the four person team of interviewers were very impressed. The Chair would now recommend her appointment to The Bishop but it was acknowledged that the Bishop could only make such an appointment when her curacy had been 'signed off'.

The Inauguration Service for the new clergy to be held on Thursday 4th May was estimated to be a large Service with probably at least 400 people attending. The Lounge area in the Harborough Theatre would be used for refreshments after the Service. Alison Booker, the Acting Area Dean would be putting the service together.

5. WORSHIP & NURTURE- led by George Marshall

5.1 To receive an oral update on the Children & Family Ministry within the parish.

The Chair wished to make clear that the PCC and Children's leaders were not opposed to the Gathertogether plans put forward by Dawn O'Connell but as stated in the last PCC Minutes, they wished the trial to be delayed for very valid reasons. They were not opposed to the changes but it was a matter of 'work in progress'.

5.2 To consider issues relating to children and receipt of Holy Communion.

The Chair stated that Dawn O'Connell was recommending that all children who had been baptised should receive Holy Communion. The Church's regulations on this were not simple. However Communion is taken in two parts- the bread and the wine -and it was not necessary for both parts always to be given. This could

mean that children who were baptised could receive the bread but not the wine, if that was felt acceptable. This certainly was one possible solution to the present issue.

6. Any Other Business

6.1. Data Protection

The Chair stated that he had now received a written response from Andrew Brockbank of the Diocese following his query regarding registration under the Data Protection Act 1998. It seemed that there were diverse views between Dioceses over this matter. It was agreed that the issue should be raised at a future meeting for discussion. Whether a Church was registered with the Information Commissioner's Office or not all Churches had to follow the present Data Protection legislation regardless.

(It should be noted that General Data Protection Regulations would be coming into effect in the UK on 25th May 2018, which will change the landscape considerably regarding the matter of Data Protection- Honorary Secretary's subsequent comments.)

6.2. Thanks to George Marshall

Bearing in mind that this was the last PCC meeting to be chaired by George Marshall, Vice Chair of The PCC, during the Interregnum, the Honorary Secretary proposed to the meeting that an official vote of thanks should be given to George Marshall for his brilliant work during the Interregnum acting as Chair of The PCC. He stated that he had shown consummate professionalism in undertaking this task and kept the PCC on a straight and steady path. This proposal was unanimously approved, supplemented by genuine applause from the meeting.

7. The Annual Parochial Church Meeting

7.1 To approve the draft Annual Report which includes a draft Budget for 2017 and draft Financial Statements for the Y/E 31 December 2016.

A draft copy of the Annual Report for 2016 had been circulated prior to the meeting. It was believed that 'observers' were always allowed and welcome at PCC meetings. The Annual Report was unanimously approved. It was proposed by Ken Hook and seconded by Elizabeth Howe.

(Subsequent to the meeting the issue regarding 'Observers' has been presented to the new Team Rector and we await his guidance)

7.2 To give consideration to the final plans for the Annual Parish Church Meeting for 2017 on Wednesday 26th April 2017

The Secretary confirmed that all arrangements for the APCM on Wednesday 26th April at 7.00pm at The Community Church Hall were well advanced and going smoothly. Andrew Quigley would chair the meeting and George Marshall confirmed his willingness to provide an update on Church matters and activities after the formal business.

The Chair thanked Sandra Ward for her three years on the PCC as a lay representative and was pleased that she had been willing to be nominated for one of the 4 vacancies available for The Deanery Synod, so indeed she may be returning to the PCC as one of those representatives after the APCM.

It was noted that there was officially one vacancy for a lay representative for the PCC, but if necessary it would be quite legal for this to be extended to two representatives. There were 4 vacancies to be filled for the Deanery Synod.

8. FINANCE & FABRIC- led by Rennie Quinn

8.1 To receive reports from the Fabric Committee including a report on The Church Community Hall.

A written Report from both the Fabric Committee and the Community Hall Committee had been circulated prior to the meeting together with a draft Constitution for the Community Hall and an Evidence of Need for the Community Hall as well.

It was agreed that the issue of a new Notice Board outside the Church and the wording it should contain would be left until the new clergy were in post. The Chair would take this matter up with both Barry Hill and James Pickersgill. However the point was made that simple wording would be best as it is a Board that must make sense to the public let alone church members.

Two lights at the West End of the Church had been changed.

An invoice of £600 + VAT had been received from John Dodson, the Church architect, for his work on the Sound Boards.

The Community Hall.

The application made to the Harborough District Council for assistance with the refurbishing of the Community Hall had highlighted the fact that there was no Constitution for the Community Hall. The draft Constitution tabled at the meeting was discussed and unanimously approved. It was proposed by Elizabeth Howe and seconded by Garry Davies.

The meeting wished to record their sincere thanks to Ken Hook for all his excellent work on matters relating to the Fabric of the Church and The Community Hall.

8.2 To receive a current report on The Re-ordering of the Church + a Heritage Impact Assessment Document-

A written report from the Re-Ordering Committee had been circulated prior to the meeting together with a Heritage Impact Assessment document and was discussed.

8.3 To receive a report from the Finance Committee including the Treasurer's summary accounts for the year to date

A Summary of the accounts to date and a Finance Committee Report had been circulated prior to the meeting and were accepted by the meeting.

8.4 To note receipt of a legacy

A letter from the solicitors dealing with an estate had been received showing that the Church had been left a legacy of £1000. The letter had been circulated prior to the meeting

8.5 To determine the outsourcing of tax and pension arrangements for Church staff from the Administration Office

An email from Sue Macdonald dated 1st March 2017 relating to Payroll, HMRC and pension administration had been circulated prior to the meeting. The Chair led the meeting through the details of this email and The meeting agreed unanimously that it was inappropriate that Sue Macdonald should continue to administer these arrangements for employed staff and in future outsourcing arrangements would be made with ET Peirson, Accountants, to undertake this task for 5 paid employees. This was proposed by Rennie Quinn and seconded by George Marshall. The Chair would inform Sue Macdonald of this new arrangement.

ACTION. George Marshall

8.6 To consider the review of the Church statutory Wedding Fees as they apply to St Dionysius

An email from Sue MacDonald, dated 6th March 2017, had been circulated prior to the meeting showing that at a recent staff meeting it was agreed that the current Church Fees for Weddings of £125 should be removed and substituted with an optional verger fee of £45. The additional £80 heating charged could no longer be justified. The meeting unanimously agreed the change in Fees; this was proposed by Deirdre Quinn and seconded by Elizabeth Howe.

9. OTHER BUSINESS- led by George Marshall

9.1 To receive a report from the last meeting of the Deanery Synod

An unapproved copy of the Minutes of the last Deanery Synod meeting held on 8th February was circulated prior to the meeting. These were accepted by the meeting.

9.2 To receive a Letter from Area Dean The Rev Jon Barrett re his new role

A letter dated 22nd February 2017 sent to Deanery Synod members received from the Rev Jon Barrett informing them of his change of role had been circulated prior to the meeting.

10. To consider the Meeting Report on structures and possible expansion of The Mission Partnership- Paper.

A Report from the Harborough Anglican Team Big Staff Meeting held on 21st February 2017 had been circulated prior to the meeting. In this Paper there were several paragraphs devoted to The Mission Partnership structures and possible expansion. Unfortunately the wording seemed to show certain confusion over what was actually meant.

11. Fund raising matters for 2017.

11.1 The formation of a new Fete Committee & 11.2 The organisation of other fund raising events

The existing Church Fete Committee had all resigned after the 2016 Fete and the meeting agreed that a Working Party should be formed to meet to discuss the future of this event. It was envisaged that this Working Party would meet once only to decide the way forward and then a new Fund Raising or Events Committee should be formed to take matters forward. The following agreed to form the initial Working Party- George Marshall, Rennie Quinn, Elizabeth Howe, Sandra Ward & Anthony Sharp. It was felt that the proposed Time and Talents Sunday discussed earlier in the meeting could be a very useful way forward when considering future Fund Raising ideas

12 To consider matters relating to Safeguarding - Sam Peverett

Sam Peverett confirmed that the Team Training Day on Safeguarding held on Saturday 11th March at the Cube had been a considerable success with at least 45 people attending. Another session would be organised in the near future. Those who attended were pleasantly surprised at the quality of the presentations.

13 Correspondence

13.1 To consider a proposal for a Toilet Twinning Project

An email from Jill Cooper to the Chair dated 22nd February 2017 regarding Toilet Twinning had been circulated prior to the meeting. The meeting agreed that it would be more appropriate to hold this matter over for further discussion once the Re-Ordering had been completed.

13.2 ‘Thy Kingdom Come’

A letter dated 8th March 2017 and accompanying leaflet from Elaine Sutherland and Paul Gask from the Diocese regarding The campaign “Thy Kingdom Come” had been circulated prior to the meeting. It was agreed to raise this matter again at the PCC meeting on 17th May 2017 after the APCM and when the new clergy were in place.

ACTION. Anthony Sharp

13.3 Roles of a Deacon

The Chair proposed that he approach the Eucharist Assistants with a view to encouraging them to apply to perform the roles of Deacons at 10.45am and 6pm Eucharists. This was agreed by the meeting.

ACTION George Marshall

14. Meeting Dates

14.1 To note the date of the next PCC meeting (the first after the APCM) was Wednesday 17th May 2017.

14.2 To note the change in dates of the PCC meetings from June to November 2017

The amended Diary Dates document showing the new PCC dates for the remainder of the year as approved by the Standing Committee and The Rev Barry Hill had been circulated prior to the meeting.

It was accepted that these changed dates may not be convenient with everyone but the changes were necessary with the in-coming new Team Rector who initially wished to Chair the PCC once he was in post.

The Meeting closed with The Grace at 9.20pm