

## MINUTES FOR PAROCHIAL CHURCH COUNCIL OF ST.CUTHBERT'S CHURCH HAYDON BRIDGE

11<sup>th</sup> May 2017

ST CUTHBERT'S CHURCH, HAYDON BRIDGE AT 7.30PM

### Parochial Church Council members with effect from April 2017

Robert Adams (RA), Susan Bell (SB), Benjamin Carter (BC)(Vicar), Julia Cooper (JC), Pippa Exham (PE), John Harrison (JH)(NSM: PCC Secretary), Peter Henriksen (PH)(Treasurer), Avril Kirsopp (AK), Andrew Meadows (AM)(Churchwarden), Jenny Sadgrove (JS), Joanna Thompson (JT), David Thornhill (DT)(Churchwarden)

### 1. Opening prayer and welcome.

- 1.1. The meeting was preceded by eucharist in the Chancel, thence following in the Vestry.
- 1.2. BC welcomed members to the meeting, and in particular newly elected members AK and JC

### 2. Apologies for absence

- 2.1. Apologies were received from RA, SB, and AM

### 3. Election of Lay Chair of the PCC

RA was nominated by BC and had agreed. Proposed PH: Seconded DT.  
Duly elected

### 4. Working Practices on the PCC

- BC led an open discussion on managing PCC business prompted by "*How to run a perfect PCC*" by Bishop Mark Tanner, which had been pre-circulated.
- Agenda items for the PCC should be with the Secretary\*\* 14 days before a meeting. Full documentation will be available to members by the Sunday preceding a meeting. (\*\***For discussion:** Responsibility for the Agenda)
- All PCC business should be conducted prayerfully. **BC agreed** to produce a short form of prayer for use before meetings.
- It was essential that members come to meetings fully prepared for the business in hand. In this regard, efficient communication was essential. **JH agreed** to produce a spreadsheet of members' details, which would also include church responsibilities and related outside interests.
- Specific tasks would be assigned to working groups who would bring fully worked proposals forward to the PCC for discussion.
- The PCC should be willing to share ideas across the benefice and be willing to draw ideas from other parishes.
- The Mission Action Plan should be on the agenda at every meeting.

**Agreed:** Meetings shall be held at 8.00 pm at two-monthly intervals on the last Tuesday of the month. Venues for meetings would be chosen according to the nature of the business on the agenda.

## 5. Minutes of previous meetings.

5.1 The minutes from March 14<sup>th</sup> 2017 were approved and duly signed

5.2 The minutes from April 2<sup>nd</sup> 2017 were approved and duly signed

## 6. Matters Arising.

There were no matters arising

## 7. War Graves Signage

There were four (4) official war graves at the St Cuthbert's churchyard extension (Alexandra Terrace). Signage for these had been provided and required to be mounted appropriately on gate or railings, which will require some prior repair. **It was agreed** that **DT** would organise the repairs and put the necessary planning approvals in hand. In discussion it was noted that there were no directional signs to the graveyard. **DT agreed** to raise this with the Parish Council.

## 8. Quinquennial Review

This was due. Chris Blackburn had agreed to act as our architect for the Review. Fees would be £550 and £450 (Old Haydon) for the two churches. It was agreed that he be appointed (proposed PH, Seconded DT) subject to market testing.

## 9. Resources

PH proposed a system for petty cash which the church does not have at present. Protocol was that up to a limit of £300 cash could be drawn by officers. Above this amount, competitive quotes would be required. PH would draw cash from the bank and make it available in a lockable box in the church safe. This system would be in place from July 1<sup>st</sup>. (Proposed JT, Seconded JC).

Richard Gascoigne (Church House) had enquired whether St Cuthbert's needed the support of his office for a fundraising campaign. It was agreed that this would not be appropriate at present although the church still has some way to go regarding payment of parish share. A Gift Day was planned for Creationtide.

## 10. Worship and Prayer

- Easter services had been well attended especially Palm Sunday at Henshaw, which was very well attended (100+)

- Altar cloths. It was becoming obvious that the condition of the cloths at St Cuthbert's had deteriorated. It was agreed that simple linen cloths should be bought. PE to seek advice from Denize Howdon.
- God's Tent: this was a monthly service for older children. The first session will celebrate Ascension at Walltown Crag.

### **11. Safeguarding**

There had been no safeguarding incidents since the last PCC meeting.

### **12. Open and Accessible**

Notes from the Inspired Futures Meeting: developing the vision had been circulated for information. The next O & A Group meeting will probably give deeper consideration to Para 3 which includes reference to "Landscape of Faith". "The Church that moved downhill" !!!!

### **13. Any Other Business**

JT raised the possibility of having a church Pastoral/Home Communion Team. BC expressed his support for the idea of a lay team performing this function. It is possible that the new curate could help in this direction.

### **14. Date of Next Meeting**

Provisionally Tuesday July 25<sup>th</sup>. A Major item will be the work of the O&A team.

Prefix for these minutes 17.05.