

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

14 March 2017

GENERAL HAVELOCK 7.30PM

Attendees:

Rev Dr Benjamin Carter (Chairman)	BC	Pippa Exham (Church Warden)	PE
Andrew Meadows (Secretary)	AM	Robert Adams	RA
Peter Henriksen (Treasurer)	PH	Leslie Norris	LN
David Thornhill (Church Warden)	DT	Jenny Sadgrove	JS
John Harrison	JH	Susan Bell	SB

1. Opening prayer and welcome.

1.1. BC welcomed all present, and opened with a prayer.

2. Apologies for absence.

2.1. Cathy Duffy, Jo Thompson.

3. Minutes of last meeting.

3.1. The minutes from 18 January 2017 were confirmed save for the following errors:

3.1.1. At paragraph 3.1.1, the figure drawn down was £20,000 and it was the whole £20,000 that was drawn down.

3.1.2. At paragraph 8.1 "gifted" should be "gift aid."

4. Matters Arising.

4.1. War Grave signage – DT updated the PCC and is to speak to Eileen. BC suggested a different sign on the lamp post.

5. Resources

APCM

5.1. Due to take place in 2 weeks. JS gave apologies in advance. Accounts will be available for 2 weeks before the APCM at the back of church. BC ran through the other items to be on the agenda.

6. Accounts

6.1. PH said that Nigel Collingwood had given the accounts a clean bill of health. PH took the PCC through the Financial Review 2016 attached to these minutes.

6.2. PH said that the aim was to keep £8,000 in the general fund as a reserve. This is also to comply with good charity governance.

6.3. Proposal and Resolution: DT proposed that the accounts be recommended to the APCM, including the transfers. JH seconded and all agreed.

6.4. BC said that he had received a letter from Gibson & Co regarding Mabel's will. Half of her remaining estate (approx. £326) will go into legacy fund.

7. Health and Safety

7.1. DT pointed out that we currently do not have a H&S policy. DT took the PCC through the draft HS policy. The policy and amendments will be circulated after the meeting.

7.2. It was agreed that SB should take on the role of H&S officer. SB will run some basic training. PH said he will need some evidence of this from the insurance policy.

7.3. A child protection sign needs to go up at the old church. JS raised CRBs. BC said that no check was required for those involved in junior church activities as children are never left in the care of 1 person.

7.4. The collection should be counted by 2 people and recorded in the register. The money should be deposited in the safe until banked. BC, churchwardens and Margaret have keys to the safe.

8. 2017 Fundraising Plans

8.1. BC said that the summer fete would probably take place in the 1st week of June. Gift day will happen with harvest. The letter will go out in the beginning of September.

9. Worship and Prayer

9.1. BC explained the idea behind God's tent (**attached**). 2-3 people will be required to help put it up.

9.2. The cost of the tent plus extras will be £1,000. The mission funds will be underwritten by both Parishes with B+H contributing 75% and HB 25%.

9.3. The PCC indicated it was happy with this proposal.

9.4. Baptism Resources: £150/year would pay for it across the benefice. Mothers Union would make a donation. The PCC indicated that it was content to make up the difference.

9.5. Chalice administrators: May/June - need more cover. JS said she was willing to be put forward. BC said that any names need to be put forward to him so that he can write to the Bishop.

10. Safeguarding

10.1. BC said that there were no incidents to report. A training session would take place in a week's time. All those with permission to officiate must go on a safeguarding course.

11. Open and Accessible

11.1. BC went through the current action plan. The current intention is to look for a form of idea that can be translated into a bid. The idea of landscape and focus will hopefully give inspiration.

11.2. Options appraisal: - DT went through the various options. PH said that a clear vision would be required in order to obtain funding. BC added that the questions of what you want and what you need are not necessarily the same.

12. Any other business

12.1. PH said the bank mandates needed to be included in the minutes .

13. Date of Next meeting.

13.1. Wednesday 10 May 2017.

Attachments to these minutes

- (A) Financial Review 2016
- (B) Independent Examiner's report for year ended 31st December 2016
- (C) God's Tent Pitched Among Us