



st swithun's

bathford

GROW CARE SERVE SHARE

**Minutes of PCC Meeting  
Monday 18 March 2019 at 7.30pm  
Upper Room, St Swithun's Church**

**Present**

Noreen Booth – Secretary	NB <i>in attendance</i>
Rev Sally Buddle – Chair	SB
Christine Colegate	CC
Denis Cowood – Treasurer (retiring)	DC
Mark Dixon – Church Warden	MD
Michael Gilbert – Treasurer (appointed)	MG
Heather Gillard	HG
Katherine Lush	KL
John Smart	JS
Val Stone	VS
Liz Townsend – Church Warden	LT
Martin Wright	MW

	<b>Subject</b>	<b>Action</b>
<b>1</b>	<b>Welcome, Prayer and Bible Reading</b> The meeting opened with a Reading from The Second Letter of St. Pauls to the Corinthians and prayers.	
<b>2</b>	<b>Acceptance of Minutes, Monday 28 January 2019</b> Proposed: Liz Townsend Seconded: Mark Dixon	
<b>3</b>	<b>Matters Arising</b> <b>Review of Previous Minutes, Monday 28 January 2019</b>  <ul style="list-style-type: none"><li>• <b>Parish Hall Indemnity Insurance</b> There appear to be at least three groups listed on the current Parish Hall Indemnity Insurance (Vicar &amp; CWs, PCC &amp; possibly Management Committee). This needs to be checked with Ecclesiastical before the building works are started to ensure that we have suitable cover.</li></ul> SB agreed to phone the insurance company to clarify the position.	<b>SB</b>



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4	<p><b>Visions and Goals</b></p> <p>SB asked PCC for their view and feedback on the Vision &amp; Action plan produced in 2018 under the headings 'Up/In/Out'</p> <ul style="list-style-type: none"> <li>• <b>UP (Worship &amp; Prayer)</b></li> </ul> <p><b>Sung Worship</b> VS noted that Sandra and Steve leading the 4.30pm services was lovely. HG noted there was now no youth band and LT noted no choir.</p> <p><b>BCP</b> CC noted congregation seem happy with BCP and welcomed the new approach of BCP being more reflective and quieter of the services offered.</p> <p><b>Baptisms</b> There was discussion around Baptisms at the 10am services. Most people want to welcome baptism families but also to share Holy Communion within that service. It was agreed that baptism with a shortened form of Holy Communion would be trialled with baptism families who have church connections.</p> <p><b>Prayer</b> SB proposed reengaging in corporate prayer, including CHOP &amp; Thy Kingdom Come. MD suggested a trial of prayers monthly during the summer lighter evenings.</p> <ul style="list-style-type: none"> <li>• <b>IN (Fellowship)</b></li> </ul> <p><b>Home Groups</b> MD commented on the success of 'Buddle Huddle' and that it had provided a really good inclusive welcome. This group has now multiplied, and some have joined the Rivermead Home Group.</p> <p><b>Pastoral Care</b> Those on the Pastoral Care Group were thanked for the wonderful care they offer</p> <p><b>Adapting Our Resources</b> A discussion arose on the continuous difficulties in filling all roles on the Rotas – service / cleaning / flowers. Consideration must be given now to how we organise church so there are fewer onerous roles and also to the legacy we</p>	

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	<p>hope to leave for the next generation of believers. One suggestion was to investigate hiring a cleaner.</p> <ul style="list-style-type: none"> <li>• <b>OUT (Mission)</b></li> </ul> <p><b>Youth &amp; children</b> Scubed - We are grateful to the Craines &amp; the Briggs for running Scubed and SB will meet them to discuss future plans now neither couple attends St Swithun's.</p> <p>Suggestions were also made to re-establish links with Bathford Church School Year 6's with a view to establishing a gathering as they transition to different senior schools.</p>	<b>SB</b>
<b>5</b>	<p><b>Finance Report</b></p> <ul style="list-style-type: none"> <li>• <b>2018 Accounts Sign Off</b> DC thanked Peter Staples, Christine Colegate and Richard Hathway for their continuous support in assisting with the church finances and supporting him in his term as Treasurer.</li> </ul> <p>SB praised &amp; thanked DC personally and on behalf of the PCC for all the incredibly hard work he has done as Treasurer.</p> <p>DC presented 2018 accounts and requested the PCC approve for tabling at the APCM on 28 April 2019. All in Favour</p> <ul style="list-style-type: none"> <li>• <b>Finance Report (attached)</b> MG delivered a comprehensive succinct report on the Management accounts to February 2019 and the PCC approved the following:</li> </ul> <ol style="list-style-type: none"> <li>1. <b>Management Accounts to February 2019</b></li> <li>2. <b>Mission Giving 2019:</b> List of outward mission giving agreed and treasurer authorised to make payments to the priority recipients as cash flow allows. The remainder will be reviewed nearer year end</li> <li>3. <b>Reserves Policy:</b> approved</li> <li>4. <b>Review of Giving: the PCC are to develop a programme/campaign to increase our regular giving.</b></li> <li>5. <b>Fixed Assets Policy:</b> amortising cost of new equipment over 4 years.</li> <li>6. <b>Absence Cover:</b> If the treasurer will be absent for &gt; 10 days, cheque book handed to assistant treasurer. If both are absent, then cheque book passed to church warden. The administrator is to be notified of the arrangement.</li> </ol>	

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<b>6</b>	<p><b>APCM Renewal of Electoral Roll</b> Under Church Representation Rules the electoral roll has to be renewed every six years and 2019 is the year for this happen. Everyone who wishes to have their names entered on the new Electoral Roll are requested to apply for enrolment not later than Sunday 31 March 2019. NB to place notice in weekly email and bi-weekly newsletter. Where possible individuals are asked to print off the form and complete. Hard copies will be provided to those who do not have this facility.</p> <p><b>PCC Vacancies</b> Six PCC vacancies (2 x 1-year posts, 1 x 2-year post and 3 x 3 year posts). The PCC were encouraged to talk to members of the congregation who may be interested in stepping forward. SB will also encourage applicants in her weekly address on email.</p>	<p><b>NB</b></p> <p><b>PCC/SB</b></p>
<b>7</b>	<p><b>Safeguarding</b> Reminder that Safeguarding should be a standard agenda item for PCC meetings.</p> <p>Full details of our Safeguarding procedures and our Safeguarding Officer's contact details are now on the church website.</p> <p>The PCC accepted the Delegation by the PCC Members: Reporting of Serious Incidents to the Charity Commission.</p>	
<b>8</b>	<p><b>Correspondence</b> No correspondence received.</p>	
<b>9</b>	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Diocesan Disability Inclusion Policy</b></li> </ul> <p>LT's excellent coordination of this was applauded &amp; she will follow up by meeting Richard Hathway.</p>	
<b>10</b>	<p><b>Date and Time of Next Meeting</b> <b>APCM Sunday 28 April 3pm</b></p>	