

# St Luke's Parish Church - Holmes Chapel

**Minutes of the Parochial Church Council meeting held on Monday 7<sup>th</sup> January 2019**

**7.30pm, Massey Room, Church Hall**

	Actions
<p><b>Present:</b> Alastair Cragg (Vice-Chairman), Peter Cotton, Val Cragg, Alison Dale, Ray Davies, Tim Fryer, Stephen Haigh, William Hall (Treasurer), Trevor Jenkins, Wendy Macdonald, John Oram, Bill Paton, Fiona Pullé, Alan Rickards, Anne Smith, Barbara Smith, Steve Smith (Secretary), Jane Thomson and Jayne Weaver.</p> <p>Revd Stephen Clapham, Rural Dean, in attendance.</p>	
<p><b>1 Welcome and Opening</b> – the Vice-Chairman first welcomed the Rural Dean, Revd Stephen Clapham, who would be guiding the parish during the interregnum. He then opened the Church Council's first meeting of 2019 by reading from 1 Corinthians 12 v 12-14 and 27, followed by prayer.</p>	
<p><b>2 Apology for absence</b> – Rachel Copley</p>	
<p><b>3 Matters concerning the vacancy in the parish under Section 11 of the Patronage (Benefices) Measure 1986</b> - the Vice-Chairman invited the Rural Dean, Revd Stephen Clapham, to chair this agenda item<sup>1</sup>.</p>	
<p><b>4 Minutes of previous Council meeting held on Monday 5<sup>th</sup> Nov 2018</b> – there were no amendments. The minutes were accepted as a true record of the meeting on a proposal by Tim Fryer, seconded by Val Cragg, and were then signed by the Vice-Chairman.</p>	
<p><b>5 Matters arising from previous meetings</b> - not dealt with elsewhere in the agenda.</p> <p>a) <b>11.2 Pianos</b> – Wendy Macdonald reported that the church electric piano has now been replaced with a new instrument at a cost of £1,961. The old piano has been moved for use in the church hall allowing Wendy's acoustic piano to be returned to her home. On behalf of the Council, the Vice-Chairman thanked Wendy for the loan of her piano during the past two years.</p> <p>b) <b>10 Website</b> – the Secretary and Trevor Jenkins reported that work is continuing to develop the replacement website at <a href="http://www.stlukesholmeschapel.uk">www.stlukesholmeschapel.uk</a>. Once enough content is added, the temporary website at <a href="http://www.stlukesroof.net">www.stlukesroof.net</a> will be withdrawn.</p>	
<p><b>6 Churchyard Regulations 2007 – amendments for St Luke's</b> – Further to the discussion at the previous meeting in item 6.2, the proposed amended Churchyard Regulations had been circulated to the Council before the meeting. The Secretary explained that the amendments are designed to adapt the regulations to better fit the needs of St Luke's including regulating more closely arrangements for memorials for interred remains in the new burial ground area of the Knutsford Road churchyard. The amended regulations have been approved by the vicar and are recommended by the Standing Committee. He proposed that the amended regulations be formally adopted by the Council. This proposal was seconded by Barbara Smith and approved unanimously. The Secretary indicated that he will now send a copy of the amended regulations to local funeral directors pointing out the key amendments.</p>	Secretary
<p><b>7 Standing Committee Report</b> - The Committee has met twice since the last Council meeting to conduct routine Church business, make preparatory arrangements for filling the vacancy (dealt with under agenda item 3) and to consider the amended Churchyard Regulations (see agenda item 6). No other significant items arose needing further consideration by the Council.</p>	
<p><b>8 Churchwardens' report</b> – Jayne Weaver reported for the Wardens' Team:</p> <p>Overall the church and hall remain in good condition. The leaking water heater in the church hall kitchen has been replaced but has necessitated some modifications to adjacent kitchen furniture.</p>	

<sup>1</sup> The formal matters in this agenda item have been minuted separately.

	Actions
<p><b>8.1 Church Lighting</b> – The faculty application for our lighting project is still pending before the Diocesan Advisory Committee (DAC). We have answered further detailed questions that have been raised and understand that the application will be considered formally at the January 26<sup>th</sup> DAC meeting.</p> <p><b>8.2 Church Heating</b> – One of the two church gas boilers stopped working during the Christmas period. Repairs and a full service of both the church and church hall gas boilers are under way.</p> <p><b>8.3 Disabled Access to Church</b> – We envisage that wheelchairs could be most easily accommodated in the raised Lady Chapel area of church. To facilitate access to this area we have purchased a set of temporary/moveable ramps which are now stored in the Lady Chapel for use as required.</p> <p><b>8.4 Parish Weekend 2020</b> – We have reserved the whole of Willersley Castle for our next Parish Weekend in September 2020. We still need someone (or a small group of people) to manage the organisation of this event, which will include arranging the evening entertainment and confirming numbers. Volunteers are actively sought.</p> <p style="padding-left: 40px;">The Vice-Chairman emphasised that identifying the management for the Parish Weekend no later than June/July this year is essential if the event is to go ahead.</p> <p><b>8.5 A Thanksgiving for Sidesmen</b> – to recognise the important role our Sidesmen play in welcoming everyone to church and their role in the services, the churchwardens are organising a get-together on Friday, 1st March. The evening will be an opportunity to update the Sidesmen on developments in church (including updated fire safety procedures) and to share cheese and wine. Invitations will be issued shortly.</p> <p><b>8.6 New Electoral Roll</b> – this year a new Electoral Roll is required for the Annual Parochial Church Meeting on 7th April 2019. Everyone including those already on the current roll needs to complete a new enrolment form. Wendy Bond, Electoral Roll Officer, is writing an article for the Feb magazine and a letter and new form will be sent to everyone on the present roll inviting them to enter the new roll.</p> <p><b>8.7 Church decorations during Christmas period</b> – thanks were recorded to everyone involved in decorating the church, both inside and out, during the Christmas period.</p> <p><b>8.8 Church Walk Annual Closure</b> – the walkway owned by the Church between the Church Hall carpark and London Road had been closed during Boxing Day as required to ensure a public right of way was not established. Warning signs of the closure were displayed during the closure.</p> <p><b>9 Treasurer's Report</b> – Our nominal December income figure of £10,382 was inflated by donations for Paul's retirement of £1,120 and a £250 transfer from CCLA for the agreed grant to Olivia Middleweek. The actual December income figure was £9,012. On the expenses side, we spent £11,269 of which £4,883 was various debts including £1,961 for the church electric piano. [Note: This has been treated as from general instead of fabric funds since it is not replacing the pipe organ.]</p> <p>At the year-end, there was a deficit of £2,700 against a budgeted surplus of £8,600. The reasons for this difference are being examined.</p> <p>Concerning the church fabric, we need to pay the remaining £6,500 to Bench Architects for their detailed report on options available to reorder the West end of the church – the first instalment of £3,088 has already been paid. We are also committed to renew the church lighting and expect the cost of this work (estimated at £22,500 + £4,500 VAT - which may be recoverable) will use up our remaining fabric funds (about £6,000), leaving a shortfall of about £10,000 to come from our general funds. This will still allow us to keep a realistic reserve for unexpected expenses but leave no additional funds for future projects.</p> <p>The budget for 2019 is not yet finalised as the extra cost of the interregnum is being assessed. Our day to day costs continue to rise, particularly Parish Share up by 2.5% again to £78500 in</p>	<p><b>Council Members</b></p> <p><b>Wardens</b></p>

	Actions
<p>2019. If Planned Giving were to increase by 10% or so we could meet the expected increase in costs but, if not, we must look at alternative ways of balancing our finances in 2019.</p> <p>The Vice-Chairman thanked William for his report and confirmed that work on the 2019 budget was continuing. He asked for questions.</p> <p>Tim wondered what financial help was provided from the diocese towards the extra cost of securing visiting clergy to officiate at services. He was informed that there should be no overall increase in fees as the diocese would refund these, but the parish would have to pay for the travel expenses incurred.</p> <p>Val queried the amount of the monies collected at the recent Crib &amp; Christingle services ear-marked for the Children's Society and was informed the sum was about £760.</p> <p><b>10 Deanery Synod Matters</b> – the Synod had not met since the last Council meeting. Its next meetings are scheduled for 13<sup>th</sup> Feb and 13<sup>th</sup> June 2019.</p> <p><b>11 Any Other Business</b></p> <p><b>11.1 Organ</b> - Wendy advised that she had received a preliminary report from Cartwrights, the organ builders, that our pipe organ needs significant maintenance and refurbishment work at an overall cost of about £35,000. However, none of the work is urgent. She has asked for a detailed specification, priority and cost breakdown of the necessary work for further consideration by the Council.</p> <p><b>11.2 Lay participation in services during the interregnum</b> – Tim asked whether there was an opportunity for increased lay participation in services during the vacancy and, in particular, his own participation in preaching now that he was embarking on the second part of Foundations for Ministry. He had received preliminary advice by email from the Archdeacon, Ven. Ian Bishop: the Bishop's Licence is strictly required for anyone to preach in church but unlicensed preaching might be possible on an occasional basis if no one with a licence could be found to preach and the Church Council supported it.</p> <p>The Vice-Chairman said that the churchwardens' aim during the interregnum was to engage an ordained minister or licensed reader to conduct and preach at Sunday and Wednesday services and so far that looked to be possible. He was generally supportive of Tim's increased engagement in Sunday services including occasional preaching when appropriate as part of his exploration of a call to ministry. The Rural Dean said that he could perhaps usefully counsel Tim about any such preachments until a new incumbent was installed.</p> <p><b>12 Dates of meetings:</b></p> <p><b>Monday 11<sup>th</sup> Feb 2019 (extra meeting to finalise Parish Profile), 4<sup>th</sup> Mar 2019</b></p> <p><b>Annual Church Meetings: Sunday 7<sup>th</sup> April 2019</b></p> <p><b>13 Close of Meeting</b> – there being no further business, the Vice-Chairman closed the meeting at 8.50 pm with the Grace.</p>	<p></p> <p><b>Wendy</b></p> <p><b>Vice-Chairman</b></p> <p><b>Rural Dean</b></p>