

# Parish Church of St Luke – Holmes Chapel (Church Hulme)

## Minutes of the Parochial Church Council

### held in The Massey Room

Monday 13<sup>th</sup> March 2023, 7.30 pm

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	<b>Present:</b> Canon Rob McLaren (Vicar and Chairman), Janet Chettle, Peter Cotton, Val Cragg, Tim Fryer, Stephen Haigh, William Hall, Yvonne Janvier, Trevor Jenkins, Wendy MacDonald, Alan Rickards, Steve Smith, Jayne Weaver, Charlotte Webb.	
1.	<b>Welcome and Opening:</b> – Rob welcomed everyone and set the context by focusing on Article 16 from the 39 Articles of Religion of the Church of England - 16. Of Sin after Baptism Prayers were said	
2.	<b>Apologies for absence:</b> – Rachel Copley, Alison Dale, Fiona Pulle Barbara Smith, Allan Whiston	
3.	<p><b>Chairman’s report:</b> -</p> <ul style="list-style-type: none"> <li>a) We are back into a good routine after a year. There have been no disruptions now for the last twelve months. However, this does mean that people are busier, and this raises difficulties regarding Church Commitments.</li> <li>b) The Bell Ringers are finding that previous members are not as regular as before Covid. They have trained up some new people and are working really hard to maintain the bell ringing each Sunday. However, they may not always be able to ring. They have been using people from other towns. There is a need to support all the parts of the Church.</li> <li>c) We are seeking new Church Wardens but have had no success yet. This is a challenge for us.</li> <li>d) The services are going well, and we are grateful to God for the people who are contributing to the Lord’s work.</li> </ul> <p>Questions were raised</p> <ul style="list-style-type: none"> <li>1. Are there any thoughts of returning to the altar rail? It was recognized that this could be difficult with the current system and also the age of some of our congregation. We need to revisit our approach each year. This will be an agenda item in July.</li> <li>2. What sorts of numbers are we getting? The 9.00 service has hymns and is a fuller service. Numbers are up overall at this service The 10.30 service is not quite back to the previous numbers The children’s work is going well.</li> </ul>	<p><b>Janet to add to July’s agenda</b></p>

4.	<p><b>Minutes of the meeting Monday 9<sup>th</sup> January 2023</b> – these had been circulated. Peter proposed and Trevor seconded. The Minutes were adopted by those present as a true and accurate record of the meeting. The Minutes were signed by the Chairman.</p>	
5.	<p><b>Matters arising from the previous meeting (not dealt with elsewhere on the agenda).</b> A question was raised about how Steve was getting on with Exodus. Rob reported that this was going well with ten regular members.</p>	
6.	<p><b>Warden’s report:</b> – A report had been circulated with the agenda.</p> <p><b>Standing Committee and Churchwardens’ report</b> Since the last PCC meeting in January, the Standing Committee has met twice. We discussed formalising the fees for the hire of the church and church hall and Trevor will draft a proposal for a future hiring fees policy.</p> <p><b>Heating boilers</b> We continued to experience problems with the heating boilers in church. One of the issues was a large airlock which was preventing the heat travelling around the whole system. Mike Street and Trevor Jenkins worked with the installers, Cheshire Boiler Services to bleed the radiators and repair leaks in the pipework. The sink in the Vicar’s vestry had to be removed to bleed the radiator and we took the opportunity to replace the sink which was badly cracked and install a new tap. Thank you to Mike and Trevor for all their work and perseverance to resolve the issues with the heating.</p> <p><b>New Church Hall chairs</b> Rob, Trevor, and I visited the company who are supplying the church hall chairs as the order has been substantially delayed. We received a commitment that the chairs would be delivered by 7<sup>th</sup> April.</p> <p><b>Churchwardens team</b> My six-year term as Churchwarden comes to an end in May, so we are looking for someone to join the warden’s team to work alongside Charlotte, Peter, and Yvonne. The role involves assisting with the running of the church services, helping to maintain the church building, and to support Rob. If anyone from the PCC is interested in finding out more, please speak to me or one of the Assistant Wardens. Thank you. Jayne Weaver - Churchwarden</p> <p>A suggestion had been made previously about breaking up the Church Warden’s role with others taking on some of the duties so that it becomes more manageable. This is currently being looked at by the Warden’s Team.</p>	<p><b>Warden’s Team</b></p>

<p>7.</p>	<p><b>Financial Report</b></p> <p>Reports had been circulated with the agenda in order to keep all PCC members up to date. Trevor went through these and highlighted the following:- there is a need to ensure that we get our giving up to previous levels to ensure we do not have a deficit. It was recognised that we need to maximise all the ad-hoc giving, for example on occasions such as Mothering Sunday. While we have a card reader given where this is located often people walk past it on their way out of Church. Suggestions were made about using QR codes and it was also mentioned whether we should pass the plate around again. However, this was not felt to be feasible, and it was also mentioned that many of the regular attendees give by standing order. It was agreed that the importance of giving would be highlighted in the next Link</p> <p><b>The Quinquennial Inspection</b></p> <p>The report was very comprehensive and included a range of cosmetic issues. We need to be sanguine about this and make sure that the Health and Safety issues are tackled.</p> <p><b>Review of the Reserves Policy</b></p> <p>A report had been circulated to PCC members explaining the reasons behind the need to do this. Trevor went through this and explained:-</p> <p>Our current reserves policy is to maintain a balance of general unrestricted funds of approximately three months' worth of unrestricted payments. In 2023 this would equate to £30,500 as a contingency to meet unforeseen costs, as well as the anticipated significant inflation in some day-to-day costs such as energy – our fixed price contracts expire on 31<sup>st</sup> July 2023.</p> <p>Our available reserves at the end of 2022 were £69,486*, well above the three-month level. However, we are the custodians of a Historic Grade 1 listed parish church, and the last QI report highlights important remedial work needing specialist (and potentially expensive) contractors. As we approach St Luke's 600<sup>th</sup> anniversary in 2030, we also need to start planning what work might be needed to ensure the fabric and facilities are in good shape to serve the parish for the next 100 years.</p> <ul style="list-style-type: none"> <li>• Taking all these factors into account, it is proposed that for 2023 the PCC will continue to maintain the equivalent of 3 months' worth of unrestricted payments as available reserves and that £40,000 is transferred now to the designated Church Fabric Fund.</li> <li>• It is also proposed that the level of reserves in the general unrestricted fund should be reviewed at least quarterly with any surplus of more than £1,000 donated towards meeting our charitable objectives.</li> </ul>	
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	<p>* The available reserves figure at the end of 2021 was £72,544 and not the £18,000 reported. Our available reserves figure on 13<sup>th</sup> March 2023 is £68,626.</p> <p>This resolution was proposed by Alan and seconded by Tim. A vote was put to the PCC members, and it was approved unanimously.</p> <p>It was mentioned that we need to have a more organised approach to mission giving. Steve offered to design a poster to put on the Church Hall wall to demonstrate we are a giving Church.</p>	<b>Steve</b>
<b>8.</b>	<p><b>Safeguarding</b> –Allan was unable to attend the meeting but sent the following report which Janet went through on his behalf:-</p> <p>Since being voted in at the last PCC meeting and with my DBS check and training complete, I have developed a spreadsheet populated with help from Jayne to identify all those who require Basic and Foundation module training; a listing that includes all members of the PCC. The spreadsheet will be used to manage and track refresher training due dates. During the compilation of the spreadsheet, a small number of individuals were identified who have yet to receive any of the Diocese-required training. I wrote to those individuals in late January with a request to complete the required training modules and to send me their certificate upon completion of the required modules. To date, I have received one response with certificates attached.</p> <p>If those of you who have been asked to complete the training are having difficulty accessing the modules using the link, I provided then please do not hesitate to contact me for any help or support that may be required. My contact details are:- <a href="mailto:sfgd@stlukesholmeschapel.uk">sfgd@stlukesholmeschapel.uk</a> or mobile 07538931545. The modules are straightforward, easy to understand, and navigate with each module taking about 90 minutes to complete. The modules are arranged such that they do not have to be completed in one session as there is a "save and return to" button at the end of each section.</p> <p>My next point refers to the letter from the Bishop of Birkenhead that Janet attached to her message regarding today's meeting. Under the section headed "Safeguarding Training for PCC Members", I have noted an additional training requirement (<i>Raising Awareness of Domestic Abuse</i>) that is now required for PCC members in addition to the Basic and Foundation modules to which I refer to above. Accordingly, I am now in the process of updating the spreadsheet to include this additional requirement. As with the completion of the Basic and Foundation modules, I ask that you send me a pdf of your completion certificate once you have completed the module.</p> <p>Finally, I report that there have been no safeguarding referrals made to me since my appointment. Thank you for your attention. Allan Whiston</p>	

9.	<p><b>Updating the Audio-Visual System:</b>  This was approved at the PCC meeting in January  We have received some informal advice from the Assistant Secretary to the DAC that the audio updates, as this is a replacement, will not need a faculty, however, the cameras will. The DAC are very sympathetic to this, and we are unlikely to have any difficulties.  The next stage is around the details, sizing etc.  BT has been contacted around installation of Broadband and they have given helpful advice.  Putting monitors in the Gallery is an extra item which will incur a further cost.</p>	
10.	<p><b>Parent and Toddler group Discussion</b>  It had been suggested some time ago that we should have an activity group for babies and toddlers on a Thursday morning. It is likely that we would need to engage a part-time worker to run this group. Wendy is happy to be involved with providing the music for the group.  It was suggested that we go public with this and advertise it to the congregation to see what response we get and if there is anyone who volunteers to take part in this.</p>	
11.	<p><b>Rob's response to the House of Bishop's proposal</b>  The College of Bishops met in January to discern a way forward for the Church of England on questions of identity, sexuality and marriage. This is going to raise issues for us as a press release has been issued before agreement has been reached.  Many Bishops do not want to go against the traditional view of marriage. However, the Archbishops and other Bishops are in favour but most of the guidance has not been written.  Rob advised us that we will need to be reasonably nimble regarding this as it will have implications for us as a Church.  It was agreed that we would discuss this further at a later stage when the guidance has been issued.</p>	
12.	<p><b>Eco Church</b>  Charlotte is helping us move forward on this. It will help us see our place in God's world and with the wider community.  Charlotte has registered us for this and is currently undertaking an audit to see where we are.  It was agreed that it would be good to involve the young people in this.</p>	
13.	<p><b>Church Wardens, Deanery Synod Representatives and PCC Members for next year.</b>   Janet confirmed that we have not yet had anyone come forward wishing to be a Church Warden. The Deanery Synod representatives need to be elected at the Annual meeting. A number of PCC members are also up for election at the Annual Meeting. Forms were</p>	<p><b>Forms to be returned to Janet.</b></p>

	given to members to complete and return to Janet ready for the Annual Meeting in May.	
14.	<p><b>Future PCC Meetings</b> (normally 7.30 pm 2<sup>nd</sup> Monday in the month – the venue will be confirmed when the agenda is sent out)</p> <p><b>Dates of Future Meetings:-</b>  <b>Annual Church Meeting Sunday 14<sup>th</sup> May 2023</b></p> <p><b>15<sup>th</sup> May 2023, 10<sup>th</sup> July 2023, 11<sup>th</sup> September 2023, 13<sup>th</sup> November 2023, 8<sup>th</sup> January 2024, 11<sup>th</sup> March 2023</b></p> <p><b>Annual Church Meeting Sunday 12<sup>th</sup> May 2024</b></p>	
15.	<p><b>Close of Meeting</b> – there being no further business the meeting closed with Prayer.  The meeting closed at 9.00 pm</p>	