

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

## Minutes of the Parochial Church Council

### held in The Massey Room

Monday 11<sup>th</sup> September 2023, 7.30 pm

		Actions
	<b>Present:</b> Canon Rob McLaren (Vicar and Chairman), Janet Chettle, Rachel Copley, Peter Cotton, Tim Fryer, William Hall, Yvonne Janvier, Trevor Jenkins, Wendy MacDonald, Fiona Pulle, Steve Smith, Jayne Weaver, Charlotte Webb.	
1.	<b>Welcome and Opening:</b> – Rob welcomed everyone and set the context by focusing on Article 19 from the 39 Articles of Religion of the Church of England - 19. The Church Prayers were said.	
2.	<b>Apologies for absence:</b> – Stephen Haigh, Alan Rickards, Barbara Smith, Allan Whiston	
3.	<b>Chairman's Report</b> a) We have a helpful momentum as we are seeing newcomers and growth. It is a good time for more outreach, and we have made a start on this with the Early Birds Toddler group starting this week and the Knitted Bible coming in October. Hermitage Primary school were unable to attend last time but are coming this time with some classes from Middlewich Road Primary School as well. b) However, there was some disappointment regarding Exodus with the oldest member having left due to exam revision work and two longer term members also leaving. The reason for this was that they felt "old" along with all the work they need to do for A Levels. All of Exodus are reluctant to come to services and many of them have parents who don't come to Church. This makes it a challenging time for youth work.	
4.	<b>Minutes of the meeting Monday 10<sup>th</sup> July 2023</b> – these had been circulated. Their acceptance was proposed by Steve and seconded by Peter and accordingly adopted by those present as a true and accurate record of the meeting. The Minutes were signed by the Chairman.	
5	<b>Matters arising from the previous meeting (not dealt with elsewhere on the agenda).</b> The Church Hall Committee plan to buy another trolley for the new chairs as currently they are too high for some people to reach.	

6.	<p><b>Treasurer's Report</b> – A report outlining the current financial position was given out. Trevor went through the reports and highlighted the following: -</p> <p>There is a slight surplus in the general account. The money from the sale of the old vicarage will be used for the AV system. This year we have gathered £2500 in magazine advertising, and we should make a profit on this which will cover any increase e.g., in printing costs for the future. We reduced the copies from 12 to 10 but no-one has commented on this. In the Fabric account there will need to be an amount for servicing of the boilers in Church and the Hall. However, as the new boilers are more efficient, we should not be using as much energy this year.</p> <p>There has been some damage to the wall on the Red Lion side of the churchyard. This has highlighted that the wall is out of alignment due to the roots of the trees either side of the gate. The trees will need to be removed before the wall can be repaired and we have had a quote for their removal. This will need approval from Cheshire East as we are in a Conservation area, and we will also need to consult with Holmes Chapel Parish Council. The absence of trees will only be temporary as we plan to plant two new ones further inside the churchyard. It was suggested that the step by the gate could be altered to make a disabled ramp and it was agreed that this was a good idea.</p>	
7.	<p><b>Investment Review</b> – Trevor provided a handout for members and went through it. These outlined the funds available for investment and the fact that currently the return on these is low. He has spoken to Ecclesiastical, and this highlighted that some work is required to get the balance right between funds that are tied up and those with access. The cost of using Ecclesiastical would be 1.5% on the amount invested which would be an annual amount of £2760, which is lower than other financial advisers. Trevor pointed out that we can't stand still as we need to make sure that this money is preserved to meet our charitable purposes.</p> <p>It was agreed that a small group would work with Ecclesiastical to agree on appropriate investments. This would consist of Rob, Jayne and Trevor. We also need an investment policy which Trevor is working on. A vote was taken, and all PCC members were in favour of this proposal.</p>	
8.	<p><b>Standing Committee and Warden's Report</b></p> <p>Since the last PCC meeting in July the Standing Committee has met twice and has discussed and agreed the following: Broadband connection in church Trevor Jenkins and Steve Smith have identified a broadband connection in church may be established by extending the broadband network using a transmitter located on the exterior of the Church Hall via a secure microwave radio link to a receiver in the bell chamber in Church. The CCTV monitor would be relocated to the Church Hall office to allow the CCTV cameras to be monitored in real time. The Standing Committee approved the provision of broadband for the Church via the secure microwave radio link from the Church Hall.</p> <p>New Audio/Visual equipment for church. The new mixer desk for church has arrived and will be installed at a date to be agreed. The new audio equipment will fit inside the existing cupboard and the work will not require a faculty. The DAC will be advised. The installation of the</p>	

	<p>cameras for streaming of services and the 2 monitors in the gallery to improve visibility of the service will require a faculty.</p> <p>Repairs to Threshold of Side Door E. Beech have repaired the threshold of the side door on the Red Lion side of church which had rotted away. The threshold has been repaired with oak and brushes fitted to prevent draughts and debris blowing under the door. Church hall chairs. An additional stacking frame for the Church Hall chairs has been requested to allow for fewer chairs to be stacked in each frame. This request will be further considered.</p> <p>Car Park Signage New signage has been installed in the car park outside the Church Hall to remind those wishing to park that the spaces between the Church Hall and Church Walk are the property of the church and must be kept clear when required for church use. Cones have also been set up with notices to advise that the spaces are for church use.</p> <p>Damage to the boundary wall. The boundary wall close to the Red Lion has been damaged by a van and this has revealed that the wall is in a poor condition, caused by erosion from tree roots. We have approached a Tree Surgeon for further advice and will liaise with Cheshire East on the condition and location of the trees in the churchyard and the necessary repairs to the boundary wall.</p> <p>Investment of Church Funds. Trevor Jenkins, Treasurer, and a group from the Standing Committee will review recommendations from Ecclesiastical Financial Advisory Service (EFAS) about the way we invest our church funds in order to optimise our investments. We will also produce an Investment Policy.</p> <p>Acting Verger duties will be covered by members of the standing committee and warden's team while Val is incapacitated.</p>											
<p>9.</p>	<p><b>Safeguarding:</b> - Allan provided a report which Janet read out.</p> <p>I would like to thank those of you who came to the fore and completed the Diocesan training requirements for PCC membership. Your much valued efforts helped us to achieve the following level of compliance.</p> <p>I refer you to the spreadsheet which provides the detail behind the PCC training statistics shown below in my report. The spreadsheet also shows the status of the various groups who require Basic and Foundations training.</p> <table border="1" data-bbox="279 1541 1236 1713"> <thead> <tr> <th>PCC compliance</th> <th>Basic Training</th> <th>Awareness of Domestic Abuse</th> <th>Foundations Training</th> <th>Parish Safeguarding Handbook read</th> </tr> </thead> <tbody> <tr> <td></td> <td>100%</td> <td>94%</td> <td>94%</td> <td>88%</td> </tr> </tbody> </table> <p>I shall continue to maintain what is now a comprehensively populated spreadsheet and provide notice to individuals as and when they approach their three yearly training certificate expiration date in order that they may retake the module(s) in a timely manner.</p> <p>There have been no safeguarding issues brought to my attention during the reporting period.</p>	PCC compliance	Basic Training	Awareness of Domestic Abuse	Foundations Training	Parish Safeguarding Handbook read		100%	94%	94%	88%	
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	Jayne mentioned that all members of the PCC would be required to have DBS clearance. She will be contacting members regarding this.	
10.	<b>Genesis Leadership</b> – This item relates to an interview with Rob in church when Fiona said that sometime in the future she and family would be moving away from Holmes Chapel. Fiona explained to the meeting that she and Jayne had been leading Genesis for 22 years with Karen joining them five years later. As a result of her interview, she felt it was encouraging that a parent has indicated they might be interested in leading Genesis in the future. This parent is a teacher so has the necessary experience. It was also suggested that this might be the time to consider a part time children’s and young people Youth Worker.	
11.	<b>Update on the AV System Upgrade</b> – Steve gave an update on this. As mentioned in the September Standing Committee report, the project to upgrade the AV system in church is in sight of completion. Work to extend the existing Church Hall broadband network by microwave link to the church tower is scheduled for Friday 13th October. Similarly, work to upgrade the audio system with a replacement mixer unit, CD player and improved loudspeakers is due to start on Monday 20th November. As well as having the necessary internet connection for streaming occasional services, we will be able to improve our CCTV security coverage inside church and monitor the Church Hall entrance and our car-parking area. We will also be able to have additional Wi-Fi credit card readers inside church. Now that all the practicalities are settled, we will advise the DAC of the AV Upgrade works and seek permission for the extra cameras and gallery monitors. Our expectation is that all aspects of the Upgrade should be complete by mid-December.	
12	<b>Any other Business: -</b> a) Rob went through a letter received from a member of the congregation which asked that when Rob is away that we get relief clergy to take the 9am service and administer the Sacrament. Rob explained that this is not always possible due to the numbers of people able to do this declining. Also, during holiday periods this is challenging. It was agreed that Janet would write back to this person and explain this, but that we are committed to trying to provide cover where possible. b) It was agreed to have a bucket appeal for the Morocco earthquake through Barnabas Aid. c) Peter had conducted a fire risk assessment in church, and he will need to contact the company that services the fire extinguishers regarding their inspection. He also mentioned that there are a lot of things in boxes in the gallery and to check if they are all needed. It was mentioned that a lot of these contain decorations for the church festivals which if there was room created in the choir vestry could be put there. d) Jayne informed the PCC that Janet would not be carrying on as Secretary after her term finished in May. She has offered to join	

	the Assistant Wardens Team if the PCC are agreeable to that. All members of the PCC indicated that they were agreeable to this.	
13.	<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>13<sup>th</sup> November 2023, 8<sup>th</sup> January 2024, 18<sup>th</sup> March 2024 (note change of date.)</b></p> <p><b>Annual Church Meeting Sunday 5<sup>th</sup> May 2024</b></p>	
14.	<p><b>Close of Meeting</b> – there being no further business the meeting closed with Prayer.  The meeting closed at 9.00pm</p>	