

ST MARY THE VIRGIN, LINTON
MINUTES OF PCC MEETING HELD IN CHURCH
ON MONDAY 14TH MARCH 2022

PRESENT

Mr A Gore (Chair), Miss C Ellis (Churchwarden), Mrs S Ellis (Treasurer), Mrs H Evans, Mrs S King, Mrs S Mudge (Secretary), Mrs G Powell, Mrs S Thorne (LLM), Dr M Warrington, Mrs C Watts (LLM and Safeguarding Officer), Mr D Watts (Churchwarden), Revd. M Wilcockson and Mr M Younger.

1. OPENING PRAYER

Michael Wilcockson opened the meeting with prayer.

2. APOLOGIES

Apologies were received from Mrs J Burge, Mr J Organ, Dr D Parry-Smith, Mrs P Schofield and Mr R Tonry.

3. MINUTES OF 13TH JANUARY 2022

The revised minutes (issued as v2) were approved as a true record.

4. MATTERS ARISING

Item 6.3 Vaccination Centre - as previously reported, the church was not required for Covid vaccinations but the Pharmacy has offered to run a flu clinic in the autumn after a service for members of the congregation.

Item 6.5 Portable sound system - The Anderson Trust has awarded a grant to purchase one. Purple chasuble - Cathy Watts has made one which is already in use for Lent services. The PCC expressed gratitude for her time and needlecraft talent.

5. SAFEGUARDING REPORT

Cathy Watts reported the following:

- DBS checks are now complete for all Linton PCC members, pastoral visitors and the Tower Captain.
- The main safeguarding concern is SMYG. We are not compliant. There were no offers of help to assist Michael Wilcockson and as stated before, for safeguarding reasons there needs to be 2 adults. Alison has been helping but it should not be a husband and wife team. Cathy has offered to help from now until the end of the summer term. In September, if another helper has not been found, it will be the PCC's responsibility and therefore Cathy will draw up a rota for a PCC member to help on the first Sunday of each month. Sue Mudge suggested that a wider appeal for a helper could be made via the pewsheets and website. **Action CW**
- Cathy now has 3 small, lockable filing cabinets to store safeguarding paperwork. One is available if anyone needs one for any reason.
- Digital working group met in January to discuss GDPR. Molly Warrington has joined the group.
- Michael Wilcockson has agreed to be the Deputy Safeguarding Officer to work with Cathy when needed.
- Do all PCC members now have a PCC email address?

6. CHURCHWARDENS' REPORT

David Watts and Charlotte Ellis spoke to the following points.

6.1. VACANCY

- One application has been received.

- Discernment day fixed for Wednesday 30th March. The programme will start with viewing the Rectory, then visiting the team villages, the applicant will conduct a service at midday in Linton open to all, followed by an interview.

6.2. MINISTRY TEAM

- Notes from the Ministry Team meeting on 8th February had been circulated.
- Three courses were considered for Lent study groups. One entitled Difference was selected as it was well-resourced, could be adapted for meetings both by Zoom and in person and complemented Living in Love and Faith.
- Passiontide Promise will be by Zoom at 8am on weekdays, April 4th - 8th and 11th - 15th.
- Schedule for Holy Week was listed:
Monday – Mothers’ Union mediation,
Tuesday – Seder style meal led by Alex Jacobs,
Wednesday – meditation with Compline,
Maundy Thursday – no 10am service, Eucharist with foot washing at 7.30 followed by stripping the altar and Nightwatch until 10pm.
Good Friday – Messy Good Friday at 10am, meditation plus dramatic reading of the passion at 2pm.
Easter Saturday – meet at 7.30pm to walk up Rivey Hill for sunset (about 8.15), pause for reflections and then descend by torchlight.
- Easter Day – Three options: 8am service at Castle Camps with lighting the Paschal candle, walk up Rivey Hill plus bacon butties at The Free Church and 8am service at St Mary’s. Easter Eucharist at 10am with Easter trail for young members.
- Publicise the above via the Linton News, Facebook and also produce leaflets for distribution to all houses in Linton, as at Christmas.
- Queen’s Platinum Jubilee weekend 4th/5th June. Trying to coordinate with other village plans – not yet confirmed. 10am Pentecost service on Sunday 5th. Possible open-air service at 2pm on Camping Close involving uniformed groups, music from a band and evolving into afternoon of celebration with village picnic. Liaison with Parish Council is underway.

6.3. COVID RESTRICTIONS

- Requirements were reviewed at the Standing Committee meeting on 24th February, which coincided with the removal of many of the government requirements from that date. The Track and Trace system had been officially closed. Details of the St Mary’s changes were circulated to the general mailing list the following week. These included wearing masks for services becoming personal choice, putting more chairs back in the nave, bringing the offertory plate to the altar, keeping sanitiser available before taking communion, offering a common cup for those who wish to take wine.
- Molly Warrington queried whether the Standing Committee held responsibility to make decisions on Covid matters. As someone for whom relaxation of measures is of concern, Molly would like to have been consulted rather than be presented with a decision. Charlotte Ellis responded that the ultimate responsibility was held by the churchwardens. Sue Mudge pointed out that the Standing Committee’s role was to conduct the business of the PCC between meetings. The wording recorded in the minutes when the committee is elected each year is: *The Standing committee exists to transact the PCC’s business between meetings, in accordance with any directions from the PCC and refer back to the PCC if a resolution is required.* The Standing Committee met on several occasions during the last 2 years when it was necessary to consider government Covid announcements together with advice from the Bishop and react to changing circumstances.

6.4. WEBSITE ADMINISTRATION

- Anne Parry-Smith had talked to David Watts about the continued increase in her admin duties. She is aware that many of the pages on the church website need updating. Anne wished to propose that another person be paid for 3 hours per week to cover the website and social media. Anne would continue to update the home page with weekly information about services and activities but checking the content of other areas is currently not being done in any structured way.
- The meeting felt that an interim solution should be found until a new Rector was in place so that they could have an input into the website design.
- Charlotte Ellis offered to take this on and requested that she be given access to the site. She can then contact individuals involved in various church activities and ask them to write the appropriate text.
- The meeting was happy to accept Charlotte's offer as long as she felt that she had time to do it. Anne would be asked to continue to update the weekly information.

Action DW / CE

7. GDPR UPDATE

Molly Warrington reported that she was still waiting for some Data Consent forms to be returned and could not update the list; with particular reference to people's photographs. Consent for photos and use on social media had not featured in the 2018 forms. David Watts thanked Molly for doing this.

8. FINANCE & STEWARDSHIP – APPROVAL OF 2021 ACCOUNTS

Sue Ellis had circulated the 2021 accounts and commentary, which had been signed by the independent examiner.

Michael Younger commented that some areas of expenditure were significantly higher than in 2020, but Sue Ellis said one-off items were explained in the notes. Income had increased, due to the successful gift day, some single donations and two legacies. Michael noted that a high proportion of the charitable giving is to the Beacon Youth Trust which supports youth work in the village. Molly Warrington would like to see more donations to international charities as we have so much and other countries so little. Sue said that funds raised via the Good Box (contactless giving) are shown under donations, rather than the loose plate collection. The Good Box should be very visible particularly at special services and funerals. Michael Younger noted that the accounts are very clearly presented. He pointed out that some expenditure will increase; e.g. gas and electricity costs in line with everyone's domestic bills and other costs should be monitored – such as printing several special orders of service. The final balance was in credit thanks to the donations and legacies.

Acceptance of the accounts was proposed by Molly Warrington, seconded by Helene Evans and agreed unanimously. Sue Ellis was thanked for her commitment as treasurer.

9. INCLUSIVE CHURCH

The recommendations from the Standing Committee in February were as follows:

- The Inclusive Church website says that joining should be a process which involves congregations and should not be rushed. See <https://www.inclusive-church.org/wp-content/uploads/2020/05/IC-registering-Churches.pdf>
- Recommend inviting some diverse guests to speak, of both faith and non-faith backgrounds.
- Plan events over the next year and it can be a huge learning opportunity for us, in context of Living in Love and Faith.
- Form a small group to take this forward – people from congregation, not just PCC members and need an impartial facilitator.

- First action should be to write terms of reference and consider values of inclusion in terms of values of C of E. (F&S committee considered the latter when looking at appropriate investments.) Michael Wilcockson said that we could look at values one Sunday morning.
- Hope to be able to involve a new Rector and aim to complete the process within a year from the group's appointment.

Michael Younger said that he thought a year was too long and we should be reviewing notices now to signal our intent to welcome single parents, gay and trans people etc. He thought that Michael Wilcockson's article in the Linton News was a good start to raise awareness. Gill Powell said that we could display a poster to say what we mean by including everyone. Andrew Gore asked Michael Wilcockson to approach people to be on the working group, inform the PCC and announce the formation of the group on a Sunday morning.

Action MLW

10. FABRIC COMMITTEE REPORT

Richard Tonry had circulated a report.

Item 1 – Andrew Gore advised the PCC that QI works and Lighting scheme were on the agenda for the DAC meeting this month.

The Friends of St Mary's are due to discuss funding at their committee meeting, also in March. Sue Mudge asked if there might be grants available and was told that it may be unlikely given our level of reserves.

Item 2 – Kitchenette – Henry Freeland, architect, thought it a possible project and will submit a proposal to include a servery counter with storage underneath.

Item 6 – Pavilion kitchen – a total refit has been costed at approximately £5,000 for fixtures and fittings plus £5,000 for installation. In the short term, it was agreed to replace the failed cooker with a new double oven/grill which will be compatible with a later refit and to seek further quotes for comparison.

Andrew Gore had provided an additional note about works by Cobb:

- a) Churchyard path resurfacing delayed due to Covid in the workforce, awaiting a new date.
- b) Quotation of £3,479 + VAT received for resurfacing the tarmac driveway by Church Cottage and £4,632 + VAT for improving the parking area. Andrew suggested that he should negotiate with the Diocese over repairs and future way forward as the ownership was never changed when the Rectory was sold – agreed.

Action AG

11. CHURCHYARD GATES

The Parish Council had received two complaints regarding unsafe exit from the gate into Church Lane – one a young person on a bike and the other a child on a scooter. The Clerk had contacted Andrew Gore to say that the Council would like the gate to be closed and the latch removed which currently keeps the gate open. A local resident was willing to undertake the work. A stay could be kept in church to secure the gate open for funerals, weddings and services. Members of the PCC were against this for the reasons given in Andrew's note – namely access would be very restricted for people in buggies, wheelchairs and those using walkers who wish to go to the church, Garden of Remembrance, Peace Garden, use the east / west route through village etc. It would make the church appear unwelcoming and contradict the policy of being open to all in the community. A letter will be sent to the Parish Clerk.

Action SM / AG

12. EVENTS COMMITTEE REPORT

In addition to the circulated report, Charlotte Ellis said that the recent concert by Tapestry Singers had been very well received and raised £325. It was attended by many non-church people and the seating in the nave was completely full. Nothing further was known about the Platinum Jubilee plans within the village.

13. REPORTS TO PCC

Reports from the Children and Families team, Infant School and Pastoral Visitors' group had been circulated along with a Deanery Synod update and were taken as read with the following additional comments.

13.1. CHILDREN AND FAMILIES TEAM

Sarah Thorne said that a £400 grant had recently been received from Warburtons towards the Make Lunch project along with a £370 grant from The Anderson Trust to buy a tablet. Sue Mudge drew PCC members' attention to the refurbished children's area in church flanked by a St Mary's banner sewn by Cathy Watts. Michael Wilcockson had conducted a short service to dedicate and bless the area the previous Friday after school.

13.2. INFANT SCHOOL REPORT

Nicola Collard's report described some of the changes within the school, such as revising the topic cycles for each subject and year group, while set against a rise in Covid cases amongst both pupils and staff. Governors were planning to be back in school (rather than remotely) for the annual 'Governor Day of Business', although sessions would be spread across three days. Friday services were back in church but numbers of parents invited to attend were limited. Michael Wilcockson commented that the school is fortunate to have a very active governing body, ably led by Nicola.

13.3. BEACON YOUTH TRUST

David Watts reported that there were three groups meeting after school – for Year 7, Y8 and Y9. Participant numbers had increased since the start of term. Michael Wilcockson has asked Cynthia Mukoku to come to speak at a Sunday service. There is liaison with the Free Church with the aim of starting a Youth service. Written reports from the BYT were not available. (*Note the reports were circulated shortly after the meeting.*)

13.4 PASTORAL VISITORS' GROUP

Judy Nightingale has stepped down as convenor for the group and was pleased to inform the PCC that Sue Filby is to take her place. It fits well with Sue's ALM training in pastoral care. Sue Mudge was asked to write to Judy to thank her. **Action SM**

14. AOB

- a) Andrew Gore mentioned the response to the Ukraine crisis. A Linton resident who was organising goods to go to Ukraine had asked to use the church as a collection point, across two weekends. She had a good response from the village. However, charities had asked for money to be donated in future so that the right items could be purchased.
- b) David Watts suggested that Cathy could make a new fiddler for the deacon, frontal for the high altar and other items to match the purple chasuble. It would cost about £250 plus postage and trimmings. A decision was deferred.

The meeting closed with prayer at 9.20pm.

Dates of future PCC meetings subject to a new Rector's approval:
Thursday 12th May 2022 - note APCM on 8th May, Monday 11th July,
Thursday 8th September, Monday 14th November,
Thursday 12th January 2023, Monday 13th March 2023.

Deanery Synod: Tuesday 29th March at Harston, Wednesday 6th July at Bartlow,
Monday 7th November at Ickleton.