

ST MARY THE VIRGIN, LINTON
MINUTES OF PCC MEETING HELD ON MONDAY 13TH JANUARY 2020

PRESENT

The Revd. Canon Dr Maggie Guite (Chair), Mrs J Burge, Mrs S Ellis (Treasurer), Mrs H Evans (Churchwarden), Mrs J George, Mr A Gore, Mrs C Lockstone, Dr C Morse, Mrs S Mudge (Secretary), Mrs J Nightingale, Mr J Organ, Mrs G Powell, Mrs L Read, Mr R Tonry, Mr D Watts (Churchwarden) and Revd. M Wilcockson.

Mrs C Watts was in attendance until the end of item 6.

1. OPENING PRAYER

2. APOLOGIES

Apologies were received from Miss C Ellis and Dr D Parry-Smith.

3. MINUTES OF 14TH NOVEMBER 2019

The minutes of 14th November 2019 were approved.

4. MATTERS ARISING

4.1. AOB BARTLOW LAND SWAP

Ref 16 – Sue Mudge has received the draft pastoral scheme from Sally Gilson, Diocese of Ely, regarding the proposed exchange of a portion of consecrated but unused piece of Bartlow churchyard for a disused stable which can be turned into a kitchenette and WC. Notice of this is required to be displayed in each church in the Team and representations should be made to the Church Commissioners by 20th February.

5. SAFEGUARDING REPORT

Cathy Watts gave the following report:

- Declaration forms are still required from some PCC members and also certificates showing that C0 and C1 courses have been completed.
- Cathy distributed 3 copies of The C of E Code of Safer Working Practice with a circulation list on each. Members were asked to read it, make any comments and pass on to the next person. It aims to raise the profile of safeguarding issues.
- Any outside body hiring the church will be given safeguarding information and made aware of the Code of Safer Working Practice. The group must have their own safeguarding policy equivalent to that of the church or be asked to sign up to the St Mary's policy.
- Cathy receives a quarterly newsletter from Sarah King, the Diocesan Safeguarding Officer, giving details of courses and other relevant information.

6. INFANT SCHOOL REPORT

A report from Nicola Collard, Chair of Governors, had been circulated. The School Improvement Development Plan is in place for the academic year. Separate one page summaries have been produced for parents and children. The Vision statement has been updated and references the Christian values of the fruits of the Spirit, Galatians 5: 2-23. While acknowledging the positive nature of the report, Gill Powell in her role of classroom helper, said that she has found that there are some children with challenging behaviour who can be difficult to manage. Cathy Watts agreed that there are strategies in place and said that she would speak to the headteacher about their effectiveness.

7. RECTOR'S REPORT

Maggie Guite made the following points.

- The Statistics for Mission data is being compiled by David and Rachael Watts. Initial findings show that numbers of the usual Sunday attendees for 2019 are down from 2018, as is the Easter attendance, but numbers at a Christmas service have increased. Of course, numbers are only part of the story and mission work to reach out into the community is increasingly important.
- Maggie hopes that last year's Lent course on sharing our faith will give us increased confidence to do that in a variety of everyday situations.
- The positive report from Sarah Thorne (below) about Baby Steps and the new Rooted group are expressions of a new kind of strategy. Help from other church members is invaluable in being able to offer these groups.
- Maggie and Michael Wilcockson are encouraged that about 7 young people have regularly attended SMYG plus some others more recently. Lizzie Bottrill, the Beacon youth worker, also helps with the group and she is hoping to offer a form of home group / Bible Study with other young people from the Free Church.
- Maggie is pleased to see a growing confidence in spiritual leadership from within the congregation. The Advent Promise services were entirely lay-led and showed a variety of liturgical and prayerful gifts. Members of the Ministry Team are offering ideas for Lent. David P-S is choosing the hymns for more services. Yannick Auckland and John Thorne recently attended a training day on Christian leadership and are considering new ways of reaching out into the community.

8. CHILDREN AND FAMILIES TEAM REPORT

A report from Sarah Thorne had been circulated.

- Baby Steps in November / December was well received by seven babies and mums. The Child and Family Centre activity room at the Cathodeon Centre proved to be a good accessible venue. Sarah thanked the helpers who served lunch and drinks as well as holding babies when appropriate.
- All the mums from Baby Steps were invited to come to Rooted, the new group from January 17th on alternate weeks at the same venue. It will include a story (Godly Play-style), offer the chance to explore aspects of faith, prayer and include lunch. Craft projects will be added to the session as concentrating on making something can make conversation easier.

Maggie Guite added that she was very grateful to Sarah for her leadership and enthusiasm with the children and families work.

9. EVENTS REPORT

The group had met on 25th November and 6th January. Minutes from the later meeting had been circulated.

- Meal and entertainment on 7th December was successful and made a profit of £650.
- Collection at the Carol service raised £610 for Cambridge Churches Homeless Project and is augmented by £48 from the carol singing at the Linton shopping evening, in the High Street by the organic shop and gallery.
- Christmas Eve carol singing raised £69 for Christian Aid.
- The New Year's Eve party raised £57.
- The film Paddington 2 is scheduled for Sunday 9th February at 4.30 in the church.
- David Parry-Smith is offering another 'Come and Sing' with tea on March 7th from 1pm.
- Future events are a tea and speaker on April 26th, a pudding evening on June 12th and a concert by the Tapestry singers on Oct 10th.

- A Christmas Tree festival is planned for the weekend 5th/6th December with the aim of including community groups in a similar way to the scarecrow festival.
- Cathy and David Watts have kindly donated a wider cooker for the pavilion than the current one and it is expected to be installed on 18th January.

10. DEANERY SYNOD REPORT

The Synod had not met since the November PCC meeting but David P-S had circulated an update of various matters.

- The Mental Health Awareness training session had proved to be useful – hosted by Stapleford and attended by several Linton people.
- Deanery Spring Fair will be held on Saturday 21st March at the Memorial Hall, Gt Shelford.
- Deanery Synod reps are elected for a 3 year term. The current period ends 31st May and 2 representatives will be elected for Linton at the APCM.
- Next Deanery Synod meeting is 23rd April at Lt Shelford. Debbie Hill, Diocesan Children's Advisor, will be the speaker and all are welcome to attend.

11. FABRIC REPORT

A report from Andrew Gore and other documents had been circulated.

- Item 1 - PCC members agreed that Henry Freeland, architect, should conduct the next QI inspection in mid-February.
- Item 2 - lighting - see agenda item 12.2
- Item 3 - internet connection - see agenda item 12.3
- Item 4 - Paul Meeks was booked to carry out Portable Appliance Testing of items used in the church and pavilion at the weekend.
- Item 5 - The roof alarm system was very efficiently installed by E-Bound in December and the insurance cover is now set at a more realistic value.
- Item 6 - It was agreed that remedial work for two areas where the roof lead had been disturbed should be done as soon as possible.
- Item 7 - some samples of reclaimed floor tiles are available for consideration. They are machined rather than craft-made. Andrew Gore commented that the buff coloured one looked reasonable against the existing floor; the red one less so. There had been a previous suggestion of installing mat-wells by the two doors which would enable some tiles to be used elsewhere. Andrew will check whether a faculty is required.
- Item 8 - Organ - see agenda item 12.4
- Item 9 - a working party date has been set for 18th April – to do pavilion work, removal of shrub stumps in parking area, possibly spring clean the church.
- Item 10 - parking area: the recent wet weather along with greater use has shown that the decision to level and re-seed the area is impractical. Andrew had met with Enid Bald, chair of the PC's Planning Committee, on site. Enid suggested using road planings or angular stone which will mesh together but still allow water to drain through. She supplied names of some local tradesmen. Enid thought that the PC would support removal of the laurel tree on the border of the parking area and the old rectory. Andrew will speak to the owners of the old rectory and Church Cottage and seek their views.

12. PROGRESS OF IMPROVEMENTS TO CHURCH INTERIOR

12.1. RESURRECTION CHAPEL

The chapel seating had been collegiate style for an experimental period. Questionnaires had been given to those people who regularly attended the Thursday service there, evening prayer, prayers for healing on Sundays and a modified questionnaire was used for those attending the recent Advent Promise series. Questions related to appearance and atmosphere, comfort and practical running of services, spiritual experience and choice of

chairs or pews. There was a clear preference for the chairs to be reinstated and positioned to face the altar for the year round regular services and prayers. The view of people only attending the Advent Promise was to retain the collegiate style of seating, using chairs not pews, but also to hold that service in the chancel.

It was therefore agreed to investigate the process of disposal of the pews and frontals currently in the chapel. The Victorian Society may be interested. A faculty will be required. In the meantime, people should be informed that a decision has been made taking account of their preferences. However, it will not be possible to change the layout or revert to chairs until the pews go as there is no other storage in the church.

12.2. LIGHTING SCHEME

Henry Freeland, architect, recommended two lighting consultancies: Lampholder worked on St Benet's Cambridge and Norwich Architectural Lighting worked at Barton church. Lampholder fees would be £1,350 for design and £1,800 for project management. NAL fees are not yet known. Both companies require fees to be paid before any consultancy is offered. It had been suggested that a budget of around £40,000 (possibly + VAT) may be required to meet our specification. Andrew Gore has arranged for Fabric committee members to visit St Benet's and Barton early evening on 23rd January to see their lighting schemes.

David Watts had obtained a detailed design and build quotation from a third company, Noiseboys, of £63,000 for lighting and a further £26,000 to replace the audio-visual system. David has also contacted PBSCE for their schedule of charges. The company has done work for Barkway church.

Judy Nightingale, speaking on behalf of The Friends of St Mary's, would like to formalise requests from the PCC as there are potentially several projects coming up and The Friends do not have unlimited funds. Priorities need to be set. It may be easier to attract grants for the organ project rather than lighting. It would be really beneficial to have someone who can undertake grant applications and fundraising. Judy suggested appealing for the right person via The Linton News. David Watts offered to write an article to meet the imminent deadline.

12.3. INTERNET CONNECTION

David Watts had circulated a cost comparison from 4 companies. There are no known users of Daisy and Gamma, selected from the Parish Buying list. Of the other 2 companies, Plusnet offered better prices than BT. A letter box is still required in order to be allocated a post code. David Watts recommended that James Tonry's quote of £232 + VAT for installation of a letterbox and £30 for a collection grill be accepted and that Plusnet be contacted to install a phone line and broadband on a 24 month contract. This was seconded by Richard Tonry and all were in favour.

12.4. ORGAN SURVEYS

Andrew Reid, MD of Harrisons met with David Parry-Smith on 26th November. He reviewed the organ, discussed the organ project in detail, and listened to David play so that he could hear the effect of the instrument in different parts of the building. Mr Reid visited again on 29th November and spent some considerable time examining the organ and playing it himself. He is currently preparing his report and recommendations. David found the discussion very illuminating about the kind of organ we have and the possibilities for reconstruction and re-siting.

Nicholson of Worcester are visiting (MD and chief voicer) on Thursday 30th January from 2-6pm.

William Johnson sadly died before Christmas and the business is now being operated by his old staff. They will be visiting to review and offer their thoughts late January. David would like also to approach Bower, who was recommended by Nicholas Thistlethwaite in a follow-up conversation in November.

Mander's have received the Thistlethwaite report but David P-S has not heard from them as yet.

In the meantime, Craig from Johnson's has informed David of some urgent remedial work that needs to be done to protect the valuable blowing plant at a cost of £1,295 (no VAT). David was absent from the PCC meeting and not able to elaborate on this – PCC recommendation to refer to the Standing Committee.

12.5. PHOTO BOARD

Helene Evans had sourced an example of a board used for a school and it would appear to be appropriate to our needs. Photos can be added and removed as necessary. Members were in agreement to pursue it. Maggie Guite added that she was very keen to produce a welcome notice for the north porch and small notices to inform people to push the door inwards and not to remove the wedge on the inside.

Also see David W's updated church plan for all potential improvements – attached.

13. REVIEW OF NOTICEBOARD

Andrew Gore and David Watts had met with two members of the local community who held negative views of the new notice board in the churchyard. They accepted that the old board was dilapidated and uninformative and that we had gone through the due process at South Cambs DC. However, they felt that the new one was too large, strident in colour, made of the wrong material and in a poor location where it adversely affects the views of the church and neighbouring houses. Various solutions were suggested and discussed, with no decision being reached owing to the absence of some PCC members and the late circulation of suggestions from the two members of the local community. It was agreed to consider this again at the March meeting, giving all more time to consider the suggestions made and that David Watts would write to the two people concerned to say that the PCC would be considering it again.

14. APCM

The Church Representation Rules had been amended from this month and churches now have until the end of May to hold an APCM. However, it was decided that it would be more convenient to hold it in April again. The meeting will be after the Together With God service on Sunday 26th April. It was noted that the Events Committee have a tea and talk from 5 pm also on that day.

15. AOB

Maggie Guite said that the Beacon Youth Trust had a spare table tennis table and wondered if it might be stored in the pavilion. It could be used at the start of the SMYG sessions. PCC members were not in favour as storing it against a wall would decrease the available space for future events.

The meeting closed in prayer.

Date of next meeting: Thursday March 12th.