

# **St Mary the Virgin Linton Parochial Church Council**

**8<sup>th</sup> July 2024 at 7:30pm in the Pavilion**

## **Minutes**

### **Chair – Revd Paul Seaton-Burn**

**Present** – Mr A Cornell-Webb (Secretary), Mrs C Dodd (Churchwarden), Mrs S Ellis (Treasurer), Mrs S Thorne (LLM), Mr D Watts (Churchwarden), Mr J Thorne, Mrs J Burge, Mr A Gore, Revd P Seaton-Burn (Rector and Chair), Mrs C Watts (LLM and Safeguarding Officer), Mrs S King, Mr J Organ, Revd M Wilcockson (Associate Priest), Dr D Parry-Smith (Lay Chair), Dr S Nickolls

#### **1. Opening prayer** – Completed

#### **2. Apologies**

- Ann Slaymaker

#### **3. Worship, pastoral care and outreach**

Paul S-B spoke about different topics including the following:

- The easter period was a positive time for the church and was successful
- There has been extended outreach including via the pastoral group
- There has also been a new chalklands service, one Tuesday every month, Paul is grateful to Ann Slaymaker who has supported this. The service includes a short time of prayer and bible reading, discussion, Lords Prayer and a hymn at the start and end
- Baby Steps has been at Chalklands Community Centre.
- Pilgrimage from Linton to Horseheath was successful and the next joint service is at Bartlow on 29<sup>th</sup> September.
- Café Church continues to deepen and mature.
- The second Sunday service needs to be more distinct from the others.
- Michael Wilcockson is leading the Confirmation Groups, 3 people in the younger group, and 3 people in the older group with confirmation being in late November in Ely Cathedral.
- Sarah Thorne to step down from her role in April 2025.
- Baby Steps was completed at the end of May, an interesting mix of families however there was one safeguarding concern from this. The Tots Team had a thank-you tea last week, Messy Church team stepped up when Sarah was off. The original idea of Luci Neville taking over from Sarah is not as likely currently. A Summer Church Trail and Make Lunch will be happening during the summer holidays.
- Monthly Prayer Time amount down attending, reevaluating this, silent prayer in resurrection chapel considered.
- R&B Groups are going very well.

- Friday prayers up to 10 people.
- Special Services coming up.

#### 4. Appointment of Officers:

- Lay Chair – David Parry-Smith
- PCC Secretary – Andrew Cornell-Webb
- Sides Persons
- Electoral Role Officer – Jo George
- Treasurer – Sue Ellis
- Stewardship Officer – John Organ.

Block voted unanimously.

#### 5. Safeguarding:

- A. Parish Safeguarding Action Plan for Level 3
  - Explained to PCC, Dashboard shown.
- B. Recruitment of Ex-offenders policy attached for PCC Approval
  - Facts correction, update protected charities needed.
  - Approved
- C. Parish Pack including Dos and don'ts of Safeguarding attached
  - Considering changing Vulnerable Adults to At-Risk Individuals.
  - Stack of Dos and Dont's to be printed to distribute to all groups.
  - Approved
- D. Social Media statement: The PCC must approve
  - Charolte Dodd to be named organiser for social media policy. Charlotte Dodd, Sarah Thorne and Paul S-B will do social media posts for the church.
  - Approved
- E. Approval of all uses of social media for its activities
  - Using Facebook as a means of communication, approved.
- F. The PCC must ensure there is a named person to whom all workers are accountable
  - Paul Seaton-Burn is the named person.
- G. All church officers who use social media on behalf of the church are aware of the guidance in section 12 of the Parish Safeguarding Handbook
  - Complete
- H. Known offenders 'Are Incumbents and Parish Safeguarding Officers aware of the statement below.... And will they comply?

'Known Offenders and others who pose a risk to children and vulnerable adults must be effectively managed and monitored in consultation with the Diocesan Safeguarding Officer.' Needs PCC Approval

- Approved

- I. PCC authorisation required church groups for:

- Baby Steps
- Tots in Tow
- Messy Church
- Make Lunch
- Confirmation Youth Group
- Pastoral Visiting
- Bell Ringers
- Choir
- Mothers Union
- Music Group
- Root and Branch Groups

To get confirmation from the Diocese around which groups qualify for full safeguarding work

J. PCC authorisation required for non-church groups:

- Scrabble Group
- Art Group

To get confirmation from the Diocese around which groups qualify for full safeguarding work

K. Parish Safeguarding Policy attached

- Approved

L. Promoting a safer church – blue posters in church

M. Parish safeguarding handbook can be found here (for reference only)

<https://www.churchofengland.org/sites/default/files/2019-10/ParishSafeGuardingHandBookAugust2019Web.pdf>

N. The new 5 safeguarding standards

- Shown at meeting

### **Management and maintenance:**

#### **6. Minutes of the PCC Meeting of 8<sup>th</sup> January 2024 (Correction – 11<sup>th</sup> March 2024)**

- Approved with grammatical corrections.

#### **7. Matters arising**

- Deanery Synod Update, rebate still to be given to churches.
- Mental Health First Aid Poster to be made which shows of all mental health first aiders in deanery.
- Installation of new Bishop predicated currently to be in April 2025.

## 8. Short Reports - including Churchwardens' Report

### A. Church Warden Report

- Churchwarden report, baby grand piano, tuned but will still need more retuning.
- No further with water source heating.
- Martins Law went all quiet, looks like the new government will resurrect it, it came out of the Manchester Bombing, Concern around people not being inspected and looked at regarding terrorist risk. This law will mean people will need to be trained for this and manning the church all the time this is based off the total capacity being over 100 which the church hits.
- A Company came in and looked at the sound system, and booster loop, lots of concern about the projector, not as bright as expected, and it has only two years life left.
- Work on microphone with inspection £900, £2000 to replace the lot.
- Complaints Policy to be looked at the next meeting.
- Annual Return to Charity Commission completed.
- Henstock on the 20<sup>th</sup> of July, use of plug socket approved.

### B. Infants School Report

- Thanks to Nicola Collard for her 8 years as Governor and 5 years as Chair.
- Foundation Governor Vacancy to replace Nicola.
- Michael Wilcockson New Chair of Governors
- Thank you to be organised for Nicola Collard during Sunday Service, Voucher present agreed £50 to be spent plus church collection donation.

### C. Finance Report

- End of June Balance £1400
- Regular Income average £5000, expenditure average £9000 (regular income average and expenditure average are per month)
- Several People approached Sue on how to increase giving
- Finance committee meeting in two weeks.
- 2 years of reserves left.
- Last Sunday £450 was made at Afternoon Tea.

## 9. Any other business (to the Rector and Andrew Cornell-Webb before 5th of July 2024)

- Ann Parry-Smith asks to investigate installing defibrillating on Pavilion wall, Approved.
- First Aid Kit checked and booked left on display
- Approval of committee members to be completed via email after meeting or at the next PCC meeting in September.

## 10. Approval of meeting dates for PCC 2024-2025 and APCM 2025

Proposed PCC Meeting Dates: September 9<sup>th</sup> 2024, November 11<sup>th</sup> 2024, January 13<sup>th</sup> 2025, March 10<sup>th</sup> 2025

- Considering meeting date alternative days of the week.
- A Gore suggested that we have an open meeting to attract new members.
- The APCM 2025 date is to be agreed upon at the next meeting.

**Next Deanery Synod date:** Tuesday 16 July 2024 at 7.30 pm

**Closing prayer**