

St Mary, Houghton with Wyton Parochial Church Council

Minutes of a meeting held in St Mary's Chapel Centre on Thursday 30 January 2020

Present: Guy Morton, Debbie Hollis, Joy Bell; Simon Summers, Trish Hawitt Palmer (minutes), John Daines, Sarah Holden, Liz Lee, Jenny Thompson, Andrew Taylor, Roger Churchill, Rev Geoff Boucher

1. **Apologies for absence:** Mike Batchelor
2. **Minutes of previous meeting**
Agreed as a correct record of what took place.
3. **Matters arising:**
 - £500 per annum has been agreed as payment for use of the St Mary's Centre by the Community Shop. Thanks were extended to GM and SS for producing the relevant documents for this arrangement to be put in place and the agreement has now been signed.
 - The Rector has received email from Godmanchester Food Bank with thanks for the donation, which was much appreciated.
4. **Children's church:**
 - There were 8 children at the December God's Gang session, which was encouraging.
 - Sophie West is helping with the younger children as part of her DofE award.
 - The Nativity service was excellent and thanks were extended to Liz Lee for organising this.
5. **Family Communion Service:**
 - Liz Lee and Sarah Holden have revised the order of service for the Family Service on 5th Sundays. This will replace the existing version.
 - It was agreed that wording be added to explain that the Peace greeting can include options on how this can be shared.
 - Collect to be changed to 'Prayer for the Day'.
 - Graphics and illustrations will be added to the new version.
 - Suggestion was made for the congregation to sit before the Eucharistic prayer is said.
 - GM proposed that the new order of service be approved for use.
6. **Safeguarding Policy:**
 - Liz Lee tabled for discussion the Safeguarding Policy document taken from the Diocesan website. Due to some ambiguities, suggestion made that discussion takes place with our Safeguarding Officer to investigate with the Diocese whether all aspects of the policy document should be included.
 - GM will check if Graham Walden, Safeguarding Officer, appears on the photo board in the Church.
7. **Committee Reports:**
 - Pastoral & Worship Committee:
 - Sarah Holden tabled the minutes and several points were discussed.
 - Suggested that during Lent the option of having music via the sound system rather than a hymn will be tested, following discussion with Julian.
 - 'Finding a Voice' based on the film Kings Speech to be used for Lent. There will be x2 sessions 2pm and 7.30pm; 5 sessions up to last Thursday in March. Posters have been produced for advertising in the village and also on the Church's Facebook page.
 - PCC March date to continue on the Thursday 26th and the Lent group to be moved.

- Prayer tree has been introduced into Church. Stars used at Christmas, the theme this month is flowers and the timing of when prayers are placed on the tree may vary each month. Prayers from the previous month will be burned.

Social Committee:

- No meeting held since last PCC.
- This year's Flower Festival will take place on the weekend of 13th & 14th June 2020, dependent on whether there are any weddings booked.

Fabric Committee:

- Meeting took place prior to the PCC meeting.
- The Quinquennial inspection is due; the Architect has produced a report from his visit in December. Overall message is good though there are a number of items needing attention within the next 3-5 years, potentially costing a considerable sum. The agreement of the PCC was sought for the Fabric Committee to work with the Architect to put together a schedule of works. The report includes ideas of how the Church might be made more user-friendly, providing better use of space to include toilet, kitchen space and enhanced children's area.
- The report will be circulated to the PCC for consideration.

8. **Treasurer's Report**

- Balance in the bank is £14,075.
- Parish Council hire charge has increased by 1.9% to include energy charges.
- General hire charges for use of the Centre have not increased for around 10 years. Evening charge rate appears low so will be increased in line with the fees charged by the Pavilion. It was proposed that the hire charge increases from £7 to £10 and to remain at £11 for day time rate.
- Parish share going up by 2.5% this year to £30,312 in 10 instalments.
- Draft accounts were tabled; next meeting the finalised accounts will be available for approval.
- Total income comparable to previous year and there will be a surplus of £8k~
- Fabric Fund expenses from belltower project.
- £20k held in the Fabric Fund to ensure there are sufficient monies for the maintenance of the buildings. This may need to be increased, particularly in terms of the Quinquennial report requirements, which may need some targeted fund raising.
- St Mary's Centre spending was high compared to previous years due to improvement works.
- Hire charges –v- costs show that there is a small annual surplus.
- Over £50k in the general fund; spending is well managed, income maintained, external giving increased.
- Report was noted and finalised reports will be expected at next meeting.

9. **Charitable Giving:** No changes from last decision; all cheques now cashed from donations.

10. **Diocesan Synod:** Has not met

11. **Deanery Synod:** Has not met

12. **Correspondence:** Letter from Children's Society with thanks from Christingle giving.

13. **Any other relevant business.** No other business for discussion.

14. **Date of next and future meetings:**

- **Next PCC:** Thursday 26 March, 7pm, St Mary's Centre.
- **AGM:** Sunday 26th April
- **PCC:** 21st May (Ascension day service prior to PCC meeting); 23rd July; 24th Sept; 26th Nov

There being no other business, the meeting closed with the Grace.

**St Mary, Houghton with Wyton
Parochial Church Council**

Meeting to be held as a virtual teleconference

on

Thursday 26th March 2020 at 7pm

AGENDA

1. To receive **apologies for absence**.
2. To confirm and sign as a correct record the **minutes of the previous meeting**.
3. To consider any **matters arising** from those minutes.
4. To discuss **Children's Church**
5. To receive **Committee reports**
6. To receive **Treasurer's report**
7. To receive the **Diocesan Synod** report
8. To receive the **Deanery Synod** report
9. To consider any **correspondence**.
10. To discuss any **other relevant business**
11. To confirm **date of the next meeting** as the AGM on Sunday 26th April 2020

Diocesan Vision:

We pray to be generous and visible people of Jesus Christ.

Mission Statement for St Mary's Church

"We are the parish church of Houghton, Wyton and Wyton on the Hill. We're worshipping, learning and growing together, rooted in God's love and bound up with the life of our wider community.

We are a friendly, welcoming congregation who enjoy varied and uplifting worship together.

Our mission is to reach the community with God's love, leading people towards the compassion and forgiveness of Christ. So that we may be found by Him and respond to His love through the life and worship of our parish church "

Diocesan Vision: We pray to be generous and visible people of Jesus Christ.