

CROFT YARPOLE & LUCTON PCC MEETING Minutes

30th April 2024 at 7.15 pm: St Leonards

	<i>Mins</i>
1	Welcome & Opening Prayer Chair: Revd Matthew Burns Sandra Ewing, Gordon Ewing, Sue Smith, Oliver Elphick, Val Ainsworth, Apologies: Ruth Elphick, Morwenna Lloyd, Jane Higgins
2	Discussion
2	<p>Minutes of previous meeting approved/ amended/rejected</p> <p>Outstanding Actions from last meeting</p> <ol style="list-style-type: none"> 1. Oliver <ol style="list-style-type: none"> a. Deanery Coffee morning update. We would need 4+ people to do this plus cakes – for future consideration 2. Jane <ol style="list-style-type: none"> a. DBS certification for Oliver b. Refurbishment of Ancients stone inscription 3. Mathew <ol style="list-style-type: none"> a. Update from Stephen Challoner on Licence to Occupy: SC has not yet heard anything from London. Delays cause lost impetus and increased costs. b. Earl Mortimer liaison update – Action: Matthew to get a date c. Ian Mortimer visit update - - no date yet. There are more modern options to stained glass that we feel could be considered d. Update on discussion re diocesan strategy – still a work in progress. Over 100 people (including Jane) who are getting trained in elements of Ministry. The Bishop proposed we support the Gloucester motion re distribution of finance from central Board of Finance back to the Dioceses. 4. Sue 5. Ruth 6. Sandy 7. Gordon 8. Morwenna 9. Rose 10. Richard <ol style="list-style-type: none"> a. Options re finding a new Treasurer. No candidates found yet. Search ongoing 11. David <ol style="list-style-type: none"> a. Removal of kerbstones and replace with explanatory note. Still ongoing, planned for next month. The notices on the grave were removed but there is now a clear, official notice. Action: David to put up notice re no parking at back of burial ground. 12. All <ol style="list-style-type: none"> a. Posters working group / Chancel banners – Oliver/Jane/Sandy . A good idea is to have a limited time for any posters. And lights for memorial purposes.
	Decisions
4	<ol style="list-style-type: none"> 1. Reciprocal representative arrangements with SLM Approved nem con: Gordon will be SLM rep to PCC and Sandy be PCC rep to SLM. Approved nem con: Val Ainsworth co-opted onto PCC as second Safeguarding officer 2. Confirm Meeting chair rota for forthcoming year. Chairpeople: Gordon Ewing (Independent) Oliver Elphick Sandy Ewing; Jane Higgins; Val Ainsworth.

Discussions

- 5
1. Reserves Policy – attached at end of Minutes. Approved: Nem Com
The Nave has been closed off to restrict public access although special access possible. There will be an inspection and report within the month. Some heavy ply would be an emergency fix.
 2. New model for expenses for Team Ministry (Team contribution.pdf) The new policy has not been adopted at the Joint Council and the matter remains open. If the new model comes back to the next Joint Council we support Richards position of “no change”. Approved nem con.
 3. Banners way forward include tie up with giving machine – covered previously
 4. Joint meeting with SLM – at a future date:
 5. Adopt a Grave summer clean up Gordon & Sandy would be willing deputise at end of June. Gravestone Cleaner in Vestry
 6. Birchpoles for Christmas 15th December and format yet to be decided between Matthew and Andrew, suggested 3 carols max.

Updates

- 6
1. Diocese/Deanery Activity update –
 - a. Got go ahead and finance for 2 youth pioneers in the Leominster area.
 - b. ACPM action re reaching out to Wigmore –new service in Wigmore village hall 12th May in the evening. Matthew to confirm.
 2. Treasurer Report attached Appendix B No questions arising, We have lost one regular donor. Just received a Gift Aid claim payment for c£3k.
PCC agreement: If the Funeral directors bring a box for a charity collection at a funeral, then they or the family take it away, If some is for the church it is counted up in the church and validated.
 3. Church Wardens Report:
Croft – lights repaired, floor inspection awaited.
Evening service could happen on 3rd Sunday. Third Sunday 4.30 or 5.00 pm starting in June.
 4. St. Leonards Management update
 - Have a new wireless sound system, with support from Parish Council. Will link to tablet or a phone. There are 3 mobile microphones, 1 handheld, 2 lapel. Gordon is an authorised user and access will be limited. The hearing loop has been tested. Use of the microphones will need to be planned.
 - Screen and digital projection beyond current means.
 - SLM looking to solve the problem of hard to open main doors with automatic opening which will need wiring.
 - Chairs waiting for faculty and then purchase
 - SLM applying for planning permission for a shed and will be for storing tables and blue chairs.
 5. Croft Chapel Update - done
 6. Safeguarding report – nothing to report
 7. Joint Council report - done

*** indicates a written report before the meeting would both aid discussion and save time*

7	Any Other Business Correspondence & Forthcoming Events None 1.																
8	Other Items of Interest																
9	Notification of Forthcoming meetings/ events PCC Meetings 2024/5: April 11 th : June 20 th ; Sept 5 th : Nov 7 th : Jan 16 th : March: 6 th 4th Sundays <table border="1" style="width: 100%;"> <tr><td>May 26</td><td>Sue Russell</td></tr> <tr><td>June 23</td><td>Jonathan Roberts</td></tr> <tr><td>July 28</td><td>Phillippa Wright</td></tr> <tr><td>August 25</td><td>Oliver Elphick</td></tr> <tr><td>September 22</td><td>Eye Church joint Service</td></tr> <tr><td>October 27</td><td>Marion Forrester</td></tr> <tr><td>November 24</td><td>Rob Walker</td></tr> <tr><td>December 22</td><td>none</td></tr> </table> Be Still (1st Weds in the month 5.30-6pm) 3 rd Apr – Oliver 1 st May – Rose 5 th June – Sandy 3 rd July – Oliver 7 th Aug – Rose 4 th Sept – Sandy 2 nd Oct – Oliver 6 th Nov – Rose 4 th Dec – Sandy Exploring Christianity : 7.30 in the Church 29 th April 13 th May 27 th May 10 th June 24 th June 8 th July.	May 26	Sue Russell	June 23	Jonathan Roberts	July 28	Phillippa Wright	August 25	Oliver Elphick	September 22	Eye Church joint Service	October 27	Marion Forrester	November 24	Rob Walker	December 22	none
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Reserves Policy

Croft with Yarpole and Lucton PCC – Reserves Policy

‘Any reserve policy that is adopted by the PCC needs to have a clear rationale behind the decision. There are certain hallmarks that a good reserves policy will need to contain:

- It identifies and explains the level of reserves currently held
- It explains how that level is to be maintained or achieved over time
- It links with the mission of the church
- It sets out any aspirations for the future
- It is communicated clearly to members of the church

Policy: - The PCC aims to keep approximately two months running costs in reserves. (2023 figures - £21658 / 12 x 2 = £3609) As at 31st December 2023, our general funds were £12183. That is to say that if no further funds are received, we would survive for two months.

In order to increase the reserves held for the running costs, it may be that we transfer back some of the funds ‘designated’ for the repairs at Croft. As at 31st December 2023 we have £2064 ‘designated’ in the current account.

A deposit account holds £12147.00 for general expenses. Our policy will be to maintain this so as not to fall below £10,000.00.

Extensive work has been carried out at Croft, and we are awaiting the final figures to settle the retention figure. We currently have £5000.00 restricted funds towards the retention costs and further restricted funds of £9000.00 in the deposit account. Designated Croft Funds in the Deposit account amount to £23000.00

All figures as at 31st December 2023

This policy will be reviewed in February 2024

Appendix B March Accounts

Mar-24					
CCLA	Charities Deposit Fund	Pierrepont Ecclesiastical			£ 101.94
CCLA	Charities Deposit Fund	PCC Yarpole			£ 51,819.46
	CBF	Bell Tower Fund			£ 2,777.36
CAF	CAF Bank	Croft with Yarpole and Lucton		Reconciled	£ 22,166.51
			General Funds	#REF!	
	As at end Feb 24	Restricted Funds	Cupola	£ 193.37	
	As at end Feb 24	Designated Funds	Cupola	£ 2,336.05	
	As at end Feb 24		Parishioner	£ 2,622.37	
	As at end Feb 24		Burial Ground	£ 4,697.40	
	As at end Feb 24		Chancel	£ 585.00	
	As at end Feb 24		Reconciled	£ 22,166.51	
	Mar-24				
Income	Parish Giving	£ 454.44	Expenditure	Parish Offer	£ 2,000.00
	Regular Givers	£ 150.00		Team Ministry	£ 134.17
	Sum up	£ 73.54		Yarpole Exp	£ -
	Yarpole Collection	£ 35.00		Croft Exp	£ -

	Yarpole Wall Boxes	£ -		A/c Fee	£ 5.00
	Tithe Income	£ -		Croft Insurance	£ 112.19
	Croft Collection	£ 20.00		Croft Elec	£ 20.91
	Croft Wall Box	£ 218.99		SLM	£ 420.00
	GWD box at Croft	£ 331.50		Donations	£ -
	Elect from Croft Castle	£ -		Third Party Funds	£ -
	HMRC	£ 215.99		Fete	£ -
	Fundraising	£ 152.00		Burial Ground	£ -
	Contra to SLM	£ -		Contra to SLM	£ -
	Legacy/interest	£ 26.04		Flower Fund	£ -
	Assigned Fees	£ 576.00		Croft	£ -
	Third Party Funds	£ -		Parishioner	£ 307.60
	B Ground	£ 1,397.00		Legacy	£ -
	Fete and Flowers	£ -			£ -
	Parishioner	£ 973.81			£ -
	Fund Raising Croft Res				£ -
	Fund Raising Croft Designated	£ 183.49			
	Total	£ 4,807.80			£ 2,999.87