

CROFT YARPOLE & LUCTON PCC MEETING Minutes

2nd November 2023 at 7.30 pm: St Leonards

	<i>Mins</i>	
1	<p>Welcome & Opening Prayer Chair: Jane Higgins Apologies: David Nightingale , Sandra Ewing Present: Matthew Burns, Ruth Elphick, Oliver Elphick, Jane Higgins, Sue Smith, Richard Fletcher, Morwenna Lloyd, Gordon Ewing. Guest: Andrew Prail of SLM.</p>	
2	<p>Discussion Andrew Prail from SLM trustees attended to provide an update on the building.</p> <ul style="list-style-type: none"> i) The Gallery café is getting busier and it is getting increasingly difficult to provide the service that the volunteers would like to provide. There isn't enough room. So the concept is to extend the kitchen into the gallery and open up the kitchen completely. There is a H&S risk from the balustrade so it would need to be enclosed for sound and smell. Suggestion of glazing or partial glazing but in keeping with the church. Following this approach to the PCC, they will then approach Stephen Challoner at diocese and Health & safety and only then apply for a faculty and start fundraising. Views from the PCC included general acceptance although concern that it is essential to maintain the harmony balance between spiritual and secular use of the building and that this is not the "thin edge of the wedge" moving the café function down into the main body of the church. ii) The Mens Shed have checked out the sound system which now includes Bluetooth facility. There is a plan to produce an "idiots guide" on how to use it. iii) Light bulbs have been replaced and some spotlights relocated to provide more light into the nave. iv) A tree fell down in far corner of churchyard. It has been chopped into log size. Can it be advertised for general collection. PCC agreed v) Chairs: there was an accident at Brian Mitchells memorial service when a chair collapsed causing minor injury to a guest. The Mens shed have been through all the black chairs, 6 were no use, 15 need a repair of some sort. Only 9 chairs deemed to be useful and 18 with feet missing. The Church Terroir indicates that the chairs are the property of SLM. vi) Re capacity query, there is no limit for an act of worship. For social events it is understood that there is a practical limit of 120 but this needs to be confirmed. Audrey Bott holds a copy of the insurance schedule vii) Cleaning –it was thought that the vestry was initially included in the cleaning schedule but this is to be confirmed. viii) It will be the quinquennial review in one years time. The Church Wardens are responsible for annual inspection of the building. SLM had planned also to do a check and an inventory and will liaise with the church wardens on this. The maintenance implications will be reviewed. ix) Andrew has negotiated with Barry Morgan that he will liaise as church surveyor. x) Action: Matthew will chase the outcome of the licence to occupy review pending understanding that fr Guy has received a communication on the subject <p>SLM have a meet the team event on the afternoon of Sunday 5th and PCC members are urged to attend this and then Sky TV will be here on Monday.</p>	

3 **Minutes of previous meeting** approved

Outstanding Actions from last meeting

1. *Churchyard regulations*
Oliver has produced a synopsis for the burial ground and this has been approved by the PCC.
Action: **Oliver** will now print it, laminate it and put it up in the Churchyard.
2. *Quinquennial updates :*
Oliver has sent Gordon the updates to Yarpole quinquennial.
3. *Notice on burial ground kerbstones*
David did produce a notice twice to put on the grave with kerbstones asking that they be removed. The notice was removed but not the kerbstones.
Action: **Matthew** will check with the Archdeacon and then David can remove the kerbstones.
4. *Olivers DBS certification*
Action: **Jane** is continuing to follow up DBS certification for Oliver with new Safeguarding officer
5. *Posters*
There will be discussion of appropriate content as a separate exercise in the New Year outside of a PCC.
Action To discuss the arrangement for this at next PCC meeting
6. *Earl Mortimer College*
Mathew has spoken with Earl Mortimer College re artwork display and they are keen to participate but hampered by staff shortages at this time. It would be a good exercise in the summer term
Action: **Matthew** will keep an eye on this link with EMC
7. *Banners*
Action Sue will talk to Barrie Morgan re the banners – ongoing
8. *Bamboo*
The Bamboo has been seriously cut down (thanks to John & Jane Cross) but continues to be an issue. It needs to be managed in some way but not quite sure how best to do that at this time.
9. *Mission Actions*
 - I. The choice of a spring/lent course is still to be resolved. Two options are
 - a. Bread of Life course
<https://www.breadoflifecourse.co.uk/#:~:text=Welcome%20to%20Bread%20of%20Life,bring%20your%20faith%20to%20life>
Action: Ollie will review
 - b. Kingsland Hymns singing workshops Sue has been attending these and found them to be very positive and could be something we could run quite simply.
Action : Sue to ask the Kingsland curate if she can share her materials for our use in January.
 2. Grave Talk materials have been assessed by Ruth but not clear on the way forward. We shall discuss in more detail at next PCC
10. *All Souls: Complete*
11. *Cookbook*
Sandy & Gordon gave an update. The proofs were circulated at the meeting and met with great approval, especially given the tight timescale. They will be printed tomorrow and be available for Made in HR6. If all 200 are sold at 4.50 then £600 profit to be split PCC/SLM. More can be printed in batches of 20. Thanks from PCC to be conveyed to all involved

	<p>12. <i>4th Sundays next year.</i> Action: Jane will do January slot whilst Ollie develops years schedule</p> <p>13. <i>PCC Code of Conduct</i> This was circulated to all members of Pcc after last meeting and all have read it.</p> <p>14. <i>Stained Glass window</i> Matthew has visited Ian Mortimer re his offer of a stained glass window. Ian wants to come over and have a coffee and have another look at the building. Action: Matthew will arrange Ians visit with co-operation of care home staff.</p> <p>15. <i>Lucton Burial Ground</i> Rose has advised Parish Council of Lucton Burial ground railings decision and now, awaiting update at next Parish Council meeting 7th November.</p>
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Decisions

4	<p>1. <i>Organ report from Nicholsons</i> Nicholsons came to fix the problem with the organ, they say they have done a “ sticking plaster job” and more extensive repair is needed in the future. We need to get it on the organ register which would help any future fundraising. Action: Sue will log it onto the National organ Pipe register on Bios.co.uk.</p> <p>2. <i>Christmas arrangements:</i></p> <p style="padding-left: 20px;">a. Christmas Eve : Carols round the Tree. Action: Sue will design the service and Richard will provide the mulled wine. Everyone to supply mince pies. Suggestion that we have the donation bucket in a prominent place, preferably held by a child and another child holding the contactless machine Christmas morning Holy Communion service here 9.30.</p> <p style="padding-left: 20px;">b. Joseph & Mary – Action: Rose to publicise and arrange the rota</p> <p style="padding-left: 20px;">c. Christmas charity support Christmas Card Tree – Medzin Sans Frontiers Display and Collection bucket throughout the month – Ollies charity Carols round the Tree: -Childrens Society Action: Ollie to list these in next Church Matters for Parishioner</p> <p style="padding-left: 20px;">d. Christmas Tree – Action Morwenna to check if Christmas tree is at Croft.</p> <p style="padding-left: 20px;">e. <i>Adopt a grave Christmas event</i> A Christmas tidy up with mince pies from 11 am on 10th December Action: Rose to communicate to all Adopt a Gravers and Carol Clare will support in the provision of refreshment</p>
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Discussions

5	<p>1. <i>Seasonal Evensong</i> The success of harvest festival has led to discussion of a periodic evensong – maybe one per season? This would be an additional offering on a Sunday afternoon. We shall try a first one on 4th February as a Christingle/ Candlemass followed by Tea and cake. Arrangements to be confirmed at next PCC.</p> <p>2. <i>Grass banks up the church path</i> Subject for next meeting</p>
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Updates			
6	<p>1. <i>Treasurer Report</i> : September : Parish Offer sum went out. More funds transferred to deposit account for interest. Sue wishes to resign as Treasurer at AGM, PCC as a whole expressed disappointment at this and has appreciated all Sues work.</p> <p>2. <i>Church Warden Report</i>: a. <i>Croft</i>: I. Wedding May 31st Ellen Moore & Geoffrey Cupitt II. Path to Church – Ollie spoke to Ian Grafton re taking out the steel border at western edge of door so it will drain away naturally. III. Clock: quotation received. We could only do the work if we can get a grant to do it. Bigger issue is the tiles. Clock work go on hold. IV. Electrical inspection has been completed, report on its way. Fire extinguishers serviced b. St. Leonards Management update – covered in first item c.</p> <p>3. <i>Safeguarding report</i> New safeguarding lead in the Diocese</p> <p>4. <i>Joint Council report</i>: Nothing new to report except continuing need for funds</p>		
7	<p>Any Other Business Correspondence & Forthcoming Events</p> <p>1. The PCC supports Jane Higgins nomination and attendance to Local Worship Course. Proposed: Rose Jenkins, Seconded Sue Smith. Passed</p> <p>2. Forthcoming events</p> <ul style="list-style-type: none"> • 23rd November 2.30-8pm Worship Conference organised as part of Hereford Diocese Year of Prayer. ST Laurence Church Church Stretton £10 Details & booking https://www.eventbrite.co.uk/e/worship-conference-2023-with-headline-speaker-tim-hughes-tickets-672064291387?aff=oddtcreator • 3-12 December : 24/7 Prayer Room at the Palace Details Events - Diocese of Hereford (anglican.org) • 12th December 5.30 -6.30 Hereford Cathedral : celebrating our Year of Prayer Details: Events - Diocese of Hereford (anglican.org) 		
8	<p>Next Meetings : Suggested for 2023/4 Jan 11th : March: 7th</p> <p>4th Sundays</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">26 November</td> <td style="width: 50%; text-align: center;">Rob Walker</td> </tr> </table>	26 November	Rob Walker
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