

# CROFT YARPOLE & LUCTON PCC MEETING

## 9<sup>th</sup> March 2023 at 7.15 pm: Zoom

### Minutes -

|                  |  |
|------------------|--|
| 1                | <p><b>Welcome</b> , Apologies and Prayers – Chair: Matthew Burns<br/>Present: Revd Matthew Burns, Barbara Nurse, Sue Smith, Rose Jenkins, Janet Owens, Jane Higgins</p>  |
| 2                | <p><b>Discussion:</b><br/>None identified</p>  |
| 3                | <p>Minutes of previous meeting approved/ amended/rejected</p> <p><b>Updates:</b></p> <p><b>Completed or shelved for now:</b></p> <ol style="list-style-type: none"> <li>1. Resolution of non conforming headstone in burial ground - completed</li> <li>2. Recycling board clarification of funds dispersal - completed</li> </ol> <p><b>In Progress</b></p> <ol style="list-style-type: none"> <li>3. Disposal of Lectern – raised £90 less fees, now completed</li> <li>4. National Trust response re slippery steps outstanding issue of who is responsible, boundary discussions but insurance in place from both sides</li> <li>5. Living History storage – possible use of Hall Committee room to be discussed by Hall committee on 22 March</li> <li>6. Croft Eco Church &amp; Electrical inspection – ongoing - <b>ACTION</b> Rose</li> <li>7. Croft H&amp;S and fire safety reports – not started yet, we need requisite ecclesiastical forms .<b>ACTION:</b> Matthew</li> <li>8. Partner Internment guidelines;<br/>Proposed that we adopt our own policy – the following draft to be discussed at next meeting.<br/><i>Where both partners have put the wish for joint internment into writing OR all immediate family members and any other interested parties have supplied a Notary Note that it was the declared intention, then partners can be interred together.</i></li> </ol> <p><b>Outstanding</b></p> <ol style="list-style-type: none"> <li>9. Croft Tiles assessment by Conservator – this arose from the quinquennial inspection but we need to find an appropriate conservator – maybe Stephen Herbert would know of one.</li> </ol> |
| <b>Decisions</b> |  |
| 4                | <ol style="list-style-type: none"> <li>1. Easter arrangements <ul style="list-style-type: none"> <li>• Palm Sunday Ivington 10.30</li> <li>• Easter Saturday vigil 6.30 at Croft <b>ACTION:</b> Sue to supply the fire</li> <li>• Easter Sunday – 9.30 service if Sian Harris can officiate <b>ACTION:</b> Matthew to ask Sian else no service at Yarpole</li> <li>• 30 April Joint Parishes service 10.30 Monkland</li> <li>• No Rogation service this year due to other events</li> <li>• 1 July Jonathans first Eucharist at Priory 10.00 am</li> </ul> </li> <li>2. PCC rep on SLM management team: No volunteers – to be discussed at ACPM</li> <li>3. Barbara’s retirement – forward planning for 2 new Church Wardens – to be discussed ay ACPM</li> <li>4. ACPM preparation Tea &amp; Cake not prosecco<br/><b>ACTION:</b> Can all help with tea &amp; cake<br/>Barbara to send safeguarding report to Rose for distribution<br/>Rose to send out agenda, report and invitation email to all on Church contact list</li> <li>5. Safeguarding awareness training : Afternoon of 19<sup>th</sup> April in the church.<br/><b>ACTION</b> Rose to send invite to Sandy as a new PCC Member</li> </ol>  |

|                    |   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
|--------------------|---|------------|--------------|-------------|----------------|----------|------------------|----------|------------------|--------|-----------------|---------|------------------|---------|--------------|-----------|-------------|--------------|-------------------------|------------|---------------|-------------|------------|
|                    | <p>6. Info Point: Barbara has confirmed that we are interested in acquiring this and Jane is willing to identify suitable material for its pages.</p> <p>7. Reserves Policy review – to be included in ACPM agenda</p>  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| <b>Discussions</b> |   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 5                  | <p>1. Year of Prayer activity - to be discussed at ACPM. Might want to consider a Prayer Walk, or a prayer group. Think it will be discussed at Deanery synod, maybe joint activity with Orleton, we should talk with Marion Forrester.</p> <p>2. Team Coffee mornings – we will not pursue this option at the moment</p> <p>3. Annual return underway and Sue will complete financials after ACPM</p>  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| <b>Updates</b>     |   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 6                  | <p>1. Treasurer Report attached for Jan &amp; Feb. There is a question as to whether tithe monies still to be sent to Parishes or held until repair works for Chancel are required.<br/><b>ACTION:</b> Sue -In the accounts “Parish Share” to be changed to “Parish Offer”<br/>Rose to include discussion of our Parish Offer on agenda of next meeting<br/>Barbara to share with Matthew the purpose of a meeting scheduled for 14 May</p> <p>a. – Contactless Device update. Sue has been successful in acquiring 2, one for Croft and one for Yarpole although they are different models. PCC approved £90 for a stand for the Croft set, the Yarpole set has one included. There will be opportunity for venue personalisation on these machines</p> <p>2. Church Warden Report – nothing further to report</p> <p>3. St. Leonards CIO Management update – nothing further to report</p> <p>4. Croft update NT are putting on a sculpture exhibition in July and have asked to put a couple of items in the Chapel. Agreed as long as no fixing to the walls</p> <p>5. Safeguarding report: No incidents reported</p> |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 7                  | <p><b>Any Other Business Correspondence &amp; Forthcoming Events</b></p> <p>1. Planning application submitted for pruning of Holly Tress adjacent to Long Fridays</p> <p>2. Sunday afternoon Midsummer Music will be 2 July</p>   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 8                  | <p><b>Next Meetings : Suggested for 2023/4</b><br/>April 13<sup>th</sup> : June 8<sup>th</sup> : Sept 7<sup>th</sup> : Nov 9<sup>th</sup> : Jan 11<sup>th</sup> : March: 7<sup>th</sup> – All: Please advise Rose of any clashes with these dates before the next meeting.</p> <p><b>4<sup>th</sup> Sundays</b></p> <table border="1"> <tr> <td>29 January</td> <td>Rose Jenkins</td> </tr> <tr> <td>26 February</td> <td>Ludlow Quakers</td> </tr> <tr> <td>26 March</td> <td>Marion Forrester</td> </tr> <tr> <td>23 April</td> <td>Phillippa Wright</td> </tr> <tr> <td>28 May</td> <td>James Forrester</td> </tr> <tr> <td>25 June</td> <td>Archdeacon Derek</td> </tr> <tr> <td>23 July</td> <td>Jane Higgins</td> </tr> <tr> <td>27 August</td> <td>Sue Russell</td> </tr> <tr> <td>24 September</td> <td>William Talbot-Ponsonby</td> </tr> <tr> <td>22 October</td> <td>Rev Nick Helm</td> </tr> <tr> <td>26 November</td> <td>Rob Walker</td> </tr> </table>   | 29 January | Rose Jenkins | 26 February | Ludlow Quakers | 26 March | Marion Forrester | 23 April | Phillippa Wright | 28 May | James Forrester | 25 June | Archdeacon Derek | 23 July | Jane Higgins | 27 August | Sue Russell | 24 September | William Talbot-Ponsonby | 22 October | Rev Nick Helm | 26 November | Rob Walker |
| 29 January         | Rose Jenkins  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 26 February        | Ludlow Quakers  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 26 March           | Marion Forrester  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 23 April           | Phillippa Wright  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 28 May             | James Forrester   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 25 June            | Archdeacon Derek  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 23 July            | Jane Higgins  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 27 August          | Sue Russell   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 24 September       | William Talbot-Ponsonby   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 22 October         | Rev Nick Helm   |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |
| 26 November        | Rob Walker  |            |              |             |                |          |                  |          |                  |        |                 |         |                  |         |              |           |             |              |                         |            |               |             |            |

APPENDIX A Financial Report  
A1 : January 2023

|        |                        |                                   |               |                   |             |
|--------|------------------------|-----------------------------------|---------------|-------------------|-------------|
| Jan-23 |                        |                                   |               |                   |             |
| CCLA   | Charities Deposit Fund | Pierrepont Ecclesiastical         |               |                   | £ 97.67     |
| CCLA   | Charities Deposit Fund | PCC Yarpole                       |               |                   | £ 39,898.70 |
|        | CBF                    | Bell Tower Fund                   |               |                   | £ 2,655.50  |
| CAF    | CAF Bank               | Croft with Yarpole and Lucton     |               | Reconciled        | £ 21,118.98 |
|        |                        |                                   | General Funds | £ 6,945.46        |             |
|        |                        | Restricted Funds as at end Dec 22 | Cupola        | £ 4,970.61        |             |
|        |                        | Designated Funds as at end Dec 22 | Cupola        | £ 1,508.27        |             |
|        |                        | A S H P as at end Dec 22          |               | £ -               |             |
|        |                        | As at end Dec 22                  | Parishioner   | £ 3,625.24        |             |
|        |                        | As at End Dec 22                  | Burial Ground | £ 3,484.40        |             |
|        |                        | As at end Dec 22                  | Chancel       | £ 585.00          |             |
|        |                        | As at End Dec 22                  | Reconciled    | £ 21,118.98       |             |
|        | Jan-23                 |                                   |               |                   |             |
| Income | Parish Giving          | £ 396.05                          | Expenditure   | Parish Share      | £ -         |
|        | Regular Givers         | £ 150.00                          |               | Team Ministry     | £ 123.33    |
|        | Goodbox                |                                   |               | Yarpole Exp       | £ 145.23    |
|        | Yarpole Coll           | £ 59.44                           |               | Croft Exp         | £ 263.50    |
|        | Yarpole Wall Boxes     | £ 18.20                           |               | A/c Fee           | £ 5.00      |
|        | Tithe Income           |                                   |               | Croft Insurance   | £ 107.55    |
|        | Croft Collection       | £ -                               |               | Croft Elec        | £ -         |
|        | Croft Wall Box         | £ 93.00                           |               | SLM               | £ 420.00    |
|        | Good box at Croft      | £ 74.78                           |               | Donations         | £ -         |
|        |                        |                                   |               | Third Party Funds | £ 35.00     |
|        | HMRC                   | £ 96.52                           |               | Fete              | £ -         |
|        | Fundraising            | £ 0.20                            |               | Burial Ground     | £ -         |
|        | Contra to SLM          | £ -                               |               | Contra to SLM     | £ -         |
|        | Legacy/interest        | £ -                               |               | Flower Fund       | £ -         |
|        | Assigned Fees          | £ -                               |               | Croft             | £ 10,000.00 |

|  |                               |            |  |                |             |
|--|-------------------------------|------------|--|----------------|-------------|
|  | Third Party Funds             | £ 35.00    |  | Parishioner    | £ 277.40    |
|  | B Ground                      |            |  | Legacy         |             |
|  | Fete and Flowers              |            |  | ASHP           |             |
|  | Parishioner                   | £ 90.00    |  | Ass Fees Admin |             |
|  | Fund Raising Croft Res        | £ -        |  |                |             |
|  | Fund Raising Croft Designated | £ 167.78   |  |                |             |
|  | Total                         | £ 1,180.97 |  |                | £ 11,377.01 |

## A2 February 2023

|               |                        |                                   |               |             |             |
|---------------|------------------------|-----------------------------------|---------------|-------------|-------------|
|               | Feb-23                 |                                   |               |             |             |
| CCLA          | Charities Deposit Fund | Pierrepoint Ecclesiastical        |               |             | £ 97.67     |
| CCLA          | Charities Deposit Fund | PCC Yarpole                       |               |             | £ 39,898.70 |
|               | CBF                    | Bell Tower Fund                   |               |             | £ 2,655.50  |
| CAF           | CAF Bank               | Croft with Yarpole and Lucton     |               | Reconciled  | £ 21,787.42 |
|               |                        |                                   | General Funds | £ 7,527.98  |             |
|               |                        | Restricted Funds as at end Dec 22 | Cupola        | £ 4,970.61  |             |
|               |                        | Designated Funds as at end Dec 22 | Cupola        | £ 1,597.32  |             |
|               |                        | A S H P as at end Dec 22          |               | £ -         |             |
|               |                        | As at end Dec 22                  | Parishioner   | £ 3,622.11  |             |
|               |                        | As at End Dec 22                  | Burial Ground | £ 3,484.40  |             |
|               |                        | As at end Dec 22                  | Chancel       | £ 585.00    |             |
|               |                        | As at End Dec 22                  | Reconciled    | £ 21,787.42 |             |
|               | Feb-23                 |                                   |               |             |             |
| Parish Giving | £ 396.05               | Expenditure                       | Parish Share  | £ -         |             |

|                                  |               |  |                      |               |
|----------------------------------|---------------|--|----------------------|---------------|
| Regular Givers                   | £<br>150.00   |  | Team<br>Ministry     | £<br>122.17   |
| Goodbox                          |               |  | Yarpole<br>Exp       | £<br>-        |
| Yarpole Coll                     | £<br>15.00    |  | Croft Exp            | £<br>30.00    |
| Yarpole Wall Boxes               | £<br>10.00    |  | A/c Fee              | £<br>5.00     |
| Tithe Income                     |               |  | Croft<br>Insurance   | £<br>107.55   |
| Croft Collection                 | £<br>20.00    |  | Croft Elec           | £<br>-        |
| Croft Wall Box                   | £<br>-        |  | SLM                  | £<br>420.00   |
| Good box at Croft                | £<br>89.05    |  | Donations            | £<br>-        |
|                                  |               |  | Third Party<br>Funds | £<br>-        |
| HMRC                             | £<br>96.52    |  | Fete                 | £<br>-        |
| Fundraising                      | £<br>-        |  | Burial<br>Ground     | £<br>-        |
| Contra to SLM                    | £<br>-        |  | Contra to<br>SLM     | £<br>-        |
| Legacy/interest                  | £<br>15.62    |  | Flower<br>Fund       | £<br>100.00   |
| Assigned Fees                    | £<br>575.00   |  | Croft                | £<br>-        |
| Third Party Funds                | £<br>-        |  | Parishioner          | £<br>447.40   |
| B Ground                         |               |  | Legacy               |               |
| Fete and Flowers                 |               |  | ASHP                 |               |
| Parishioner                      | £<br>444.27   |  | Ass Fees<br>Admin    |               |
| Fund Raising Croft<br>Res        | £<br>-        |  |                      |               |
| Fund Raising Croft<br>Designated | £<br>89.05    |  |                      |               |
| Total                            | £<br>1,900.56 |  |                      | £<br>1,232.12 |