

PCC Meeting
Minutes of the meeting of the Parochial Church Council

Thursday 9 September 2021, 7:30 pm. Via Zoom



Present: David Aspinall, Norma Bates (in the chair), Dick Forsyth, Deborah Horsman (until 9pm), Liz Lockwood, Beverley Moore, Amanda Nicholson (PCC Secretary), Anita Peat, Helen Platts, Anne Underwood, Ann West, Sam Willacy, Kate Wright and Dot Yates.

1. Prayers

Dick opened the meeting in prayer.

2. Apologies

Apologies for absence were received from Janet Thompson, Mandy Fox, Ashley Henderson and Joan Carnaffin.

Norma announced that Duncan Lloyd will not be able to be with us in the coming weeks. The choir is organizing themselves to be able to sing at the 9:30 service and Chris Marshall is continuing to provide music for the Gathering.

3. Minutes of the meeting of PCC 5 August 2021

With one minor change, the circulated minutes were approved as an accurate record of the meeting.

4. Matters Arising from minutes – PCC 5 August 2021 PCC

Dave Aspinall asked what the situation was regarding children's work. Ann Underwood, Janet Thompson or Ashley, who all have leadership safeguarding, have agreed to be present so that Toddlers can continue. Kate Wright also volunteered to help as she has also leadership training.

5. Worship and Ministry

i. Ministry Team report

Anita and Beverley had nothing to add to the circulated Ministry Team report.

ii. Worship & ministry

a. Libby thank you

Anne Underwood reported that Libby has agreed to come to church on 26th Sept so that we can thank her for her work.

b. Streaming of the gathering

There was a discussion about the future of streaming of the Gathering. There has been some conflicting communications about whether the streaming should be continuing at present. The PCC minutes 30th June are not conclusive. Stephen Lockwood has continued the streaming as the license had been paid. The church has a PRS licence but the live streaming requires an additional licence which has been funded by Stephen Lockwood. The PCC was divided on this issue. It agreed that it was an important question, involving how to reach out and grow the congregation, and that Shanthi needs to be involved in the decision. Stephen is going on holiday for 3 weeks shortly. Two options were taken to a vote:

Option 1: Suspend streaming when Stephen goes on holiday and do not restart until Shanthi had a chance to consider. – **3 votes in favour.**

Option 2: Streaming will cease whilst Stephen is on holiday but will resume on his return until Shanthi had a chance to consider - **7 votes in favour.**

The PCC agreed that we should ask Shanthi to prioritise this issue.

ACTION: Norma to contact Stephen and Shanthi

c. Covid update

Ann West reported that the covid procedures for the church were the same as a month ago. No further directives have been received. The numbers attending church are rising slowly. The PCC will need to make decision about future changes, such as discontinuing face masks. Reports from welcomers and church wardens indicate that some newcomers and elderly members of congregation are comfortable with and welcome the use of masks. A KPC COBRA meeting is scheduled later this month and will give recommendations to the PCC for approval at the November PCC meeting.

ACTION: COBRA meeting: Norma/ Amanda for November PCC agenda

6. Finance

Helen summarised the key points from the circulated management accounts. The current deficit is £1,503 but this is likely to worsen before the end of the year due to the end of the furlough scheme. Helen was also concerned that freewill offering is beginning to decline due to elderly members of the congregation and others moving on. Some generous individual donations have helped. Changes to payment for funerals will mean that KPC will no longer receive ~£5,000 from funeral payments.

Expenditure is generally on track or below forecast, except for substantial outlay on surveys for building work. The Kirkland Trust has been helping cover these which are vital for future fundraising.

Helen emphasised that the financial situation was precarious and highlighted the need for growth of the KPC community; otherwise we will enter a cycle of decline. KPC ran successful stewardship campaigns during Rob's tenure with repeated letters, updates and thank you letters along with a series of 4 sermons. Ideally this should be run every year. We will need for a future stewardship campaign with Shanthi leading.

KPC had agreed to donate £500 to CMS mission for three years to support Andrew & Maria Leake. This needs to be reviewed as the church cannot afford this expenditure. The office / Helen also co-ordinates contributions from congregation members which is time consuming and has been questioned by the bank.

ACTION: Helen to contact office/ members about stopping individual payment arrangement.

Anita asked that the PCC's thanks to Helen for her work and wise words was minuted.

7. HR sub-committee

Ann West and Norma have been reviewing the work of the office staff as they are aware both Janet and Diane are working beyond their paid hours, with 4 to 5 hours a week unpaid overtime. A list of proposals to reduce their work / interruptions has been drawn up which will be circulated to the PCC and to the congregation via the parish magazine.

ACTION: Norma/Ann W to finalise and circulate the list

The HR sub-committee has also been working on annual leave entitlements.

8. Safeguarding

In Janet's absence there was no discussion of the circulated report, but Norma congratulated Sam on having completed his mandatory basic safeguarding training.

9. Building Update

- Porch: The solicitors acting on our behalf had to withdraw due to conflict of interest. The new solicitors have contacted the church office but have indicated they will only take the case forward if they think there is at least a 51% chance of winning.
- Banner: Mike Darwell is due to visit church on 14th Sept to meet with Dick. The Chinese Banner may need to be moved from the Bellingham chapel if the proposed move of the main organ to Becket chapel goes ahead. A wall in the Bellingham chapel wall would need to be opened and the Chinese banner would need to be moved. This proposed organ move would involve the removal of the Bebbington organ and would also change plans for West end of church and West Door.
- Pinnacles and porch: We will hear the result of the funding bid soon. Dave reported that the Faculty is progressing well. Specialist groups are responding at present.
- Windows work: The stonework is on schedule to be completed by the end of September as required by the funder.
- Bellingham chapel roof: This remains a major concern. We are waiting for a report on the state of the timber and then on Mike Darwell's overall report.

10. Volunteering

Beverley had circulated a paper with some suggestions for increasing the pool of volunteers. This involves reaching out to people not currently attending church and might include local schools/ colleges. For some roles we will need to follow safer recruitment policies.

Beverley suggested that we need a list of the all roles for which we need volunteers, with details of whether safeguarding is required for the role. Dick offered to collate a list of people send him details of roles and who to contact.

Anita suggested that Cumbria Community Voluntary Service (CVS) could be used to highlight advertise volunteer opportunities.

The role of social media, such as Facebook and Twitter, was discussed and felt to be very important. It was agreed that we need for a link from the church website to our social media accounts. Sam and Kate offered to help with social media messaging and could be added as administrators on the accounts. Anita will send out a general message on Twitter about volunteers.

Ann West reported that she had had a good response to coffee rota volunteers, including from some new people in church. Dot emphasised how important it was to make new people feel welcome.

ACTION: All PCC to send details of volunteer roles to Dick; Helen to arrange social media links on website. Anita to send message on Twitter.

11. Deanery synod

This item was deferred as Deborah had had to leave the meeting at 9pm.

12. AOB

i. Car park.

Norma had circulated the response from the Environment Agency (EA) before meeting, indicating financial support and ongoing discussions about the use of Abbot Hall car park. (N.B. date on EA letter is incorrect.). She also reported she had received an email from the EA that morning which indicated positive discussion with Abbot Hall about using their car park.

Beverley enquired about access for a Craft fair in Parish Hall to be held in November. She was reassured that access will be maintained to parish hall.

ii. Christmas tree festival

Ann West reported that we have had interest from about 30 groups in a Christmas tree festival this year. Diane has done a lot of work in the past. If the festival is to run this year – the PCC will need to commit to help with tasks such as manning the on door, catering, emptying tokens and counting. **The PCC agreed to help in this way.**

iii. Photo Exhibition

The photo exhibition is starting on October 11th for 3 weeks. Beverley has sourced the display boards sourced but more photos for display would be helpful. People may have photos in electronic form but are not able to print. **It was agreed that the church would cover the cost of printing out photographs – either in office using photographic paper or commercially.** Kate Wright will help with this.

ACTION: Kate and Beverley to liaise to print out photos.

iv. PCC welcome evening for Shanthi.

There was a suggestion at the last Standing and Finance Committee that the PCC held a social event to meet/ welcome Shanthi. This was agreed. **The date proposed is Thursday 21st October @ 7:30 –at the back of church** The PCC agreed to supply wine and nibbles.

ACTION: Norma to invite Shanthi & liaise with PCC.

Dick thanked for Norma for shouldering so much extra responsibility during this second vacancy.

The meeting ended with the PCC saying the Grace.

Dates of next meetings

PCC social with Shanthi 21st October 2021

PCC 11th November 2021 – Shanthi to chair