

PCC Minutes

15th July 2010

Provisional subject to PCC approval

St. MARY THE VIRGIN, MARLBOROUGH

Minutes of the Parochial Church Council

Held on Thursday 15th July at 8:00 p.m. in St. Mary's Church Hall.

The meeting was opened with prayer led by ASK.

1. **Present:** Julian George (JG) (Chair), David Du Croz (DC), Paul Cooper (PC), Ian Perryman (IP), Andrew Studdert-Kennedy (ASK), David Maurice (DM) and Tim Seago (TS), Jenny Noble (JN), Gillian Keily (GK), Mike Maclachlan (MM), Peter Keighley (PK), Ian McColl (IM) & Laura Willis (LW).
2. **Apologies** were received from Ann Owen (AO), Jean Gray (JGr) & Brian Castle (BC).
3. **The Minutes** of the meeting of the PCC held on the 12th May were approved & signed.
4. **Matters Arising**
 - a) **Fabric Matters:** (*held over from 25th March*) carpet colour confirmed. IP highlighted requirement for screed over platform area to provide smooth final finish. IP to liaise with PK & Martin Selby to finalize quotes and complete screed & carpet of the platform with deadline for completion before 10th September 2010. ASK confirmed 3 colours now approved for altar frontals gold still to be confirmed. Dorothy Maclachlan has offered to make up the frontals (to be lined & interlined from provided pattern). ASK to liaise with Dorothy aim to complete first by end of September. PK confirmed that cost for frontals & carpet had been allocated in budget. Lady Chapel ceiling requires attention at estimated cost £3-4, 000 for damaged area. The entire section of ceiling is expected to cost £30,000 this area to be assessed whilst undertaking the Lady Chapel repair work.
 - b) **Terms of Reference:** (*held over from 25th March*) required by all committee's. ASK requested all committee's discuss and report back to PCC on 15th September 2010. Terms of Reference should include: Quorum for the committee, frequency of meeting, remit, regular reporting back to PCC and each committee should have a representative from current PCC.
 - c) **Children & Communion Update:** ASK reported back to PCC that implications with Sunday School timings still relevant (*in order to receive communion children need to be in church from the Peace*) & after consultation with parents consensus reached that there was no enthusiasm for formal preparation classes for those aged 8+ (not enough distinction from confirmation classes). ASK proposed working with an Informal Eucharist (from 25th July 2010) which wouldn't exclude children or unconfirmed adults from receiving communion. This more 'open policy' during August would be more participative and inclusive to all. Update at 15th September PCC Meeting.
 - d) **Projector Update:** (*attachment*) PC discussed his Interim Report and recommendations. Key to the report was the requirement that the technology should serve (and not dictate) to the clergy; the focus should be on the clergy & should be as cheap as possible. The PCC acknowledged that a bespoke system would not be a quick solution and would be guided by PC's expertise in this area. PC to look into trial/loan equipment and would update at 15th September PCC Meeting.
 - e) **Engaging with Mission Update 'Making Jesus Known':** (*attachment*) DM reported back on the findings from the Open Supper Meeting on 16th June 2010. The aim of the

meeting to provide and develop a vision and sense of direction for St. Mary's over the next 2-5 years. Two main outcomes:

- 1) *'Liturgy too wordy'* – Response: to change to a more inclusive and user friendly service (*refer to Item 4c.*)
- 2) *'Lack of welcome & follow up'* – Response: introduce a welcome pack and follow up procedure. ASK confirmed this is being actioned. Follow up for Alpha – DM confirmed that post Alpha was being maintained & DM to look into viability of running a smaller Anglican Alpha course in the autumn. JN suggested a 'bring and share' meal to keep costs down. DM requested help in setting up and organizing a 10 week Alpha Course. (*PC & IM indicated their willingness to help*). LPA's to be involved in follow up for baptism families and outreach to newcomers after initial clergy visit following welcome procedure.

5. **Approval of Communion Assistants:** The PCC unanimously approved the following as communion assistants at 8.00am Communion Service: Elizabeth & Paul Cooper, Hugh & Angela De Sarum and Gill Tait (also willing to cover 10.00am service).
6. **Update of PCC Committee Members:** (*attachment*) Andrew Bumphrey added to Building Committee.
7. **Forward Planning PCC Meeting Dates:** New dates for 2011 (*please see Agenda Item 10*). ASK provided an update for the October Harvest Celebration of manufacturers in Marlborough, Manton & Minal (M in M3). Celebratory launch exhibition of manufacturers (ideally showing the process of making the product & a display of finished item) in St. Mary's on Friday, 1st October (6.00pm tbc), followed by viewing over Saturday & Sunday (to include in the 10.00am service on 3rd October). Display tables would be required – suggestion to hire trestle tables from Town Hall, Rota required during Saturday & Sunday opening times. Publicity, radio, papers etc needs to be actioned. Any ideas of local manufacturers to approach, please email ASK or LW.
8. **PCC Secretary:** ASK raised the matter of LW's work load and the way that her role had expanded in the past three years. There was a need to either reduce some parts of it or to increase the hours she works. One area to consider was that of PCC Secretary, a significant, but self-contained, piece of work. Members agreed that this should be pursued and were asked to consider names of those who might be able to take on this task. All were unanimous in their praise for LW and in appreciation of her work.
9. **AOB:** Nothing to report.

10. Future Dates for PCC Meetings:

Wednesday, 15th September 2010

Thursday, 18th November 2010.

2011 Dates:

Monday, 17th January 2011

Wednesday, 2nd March 2011

APCM Wednesday, 27th April 2011

Thursday, 26th May 2011

Monday, 18th July 2011

Wednesday, 14th September 2011

Thursday, 17th November 2011