

**St Andrew's Parochial Church Council**  
**Minutes of the meeting held on Tuesday 10<sup>th</sup> November 2009**

**Present:**

Rev'd Canon Peter Kerr (Chairman), Robert Thornton (Churchwarden), Lord Sandys (Churchwarden Emeritus), David Wood, Roz Shipley, Fiona Davies, Judy Baer, Louise Robinson, Angela Randle, Matthew Griffiths, Basil Lamb, Sally Rees (Secretary) Fiona Davies.

**1. Apologies**

Angela Podmore, Jeanette Horn, Andrew Horn, Liz Hooper, Jenny Batelen, Fiona Davies (late arrival).

**2. Opening Prayers**

The Chairman, Rev'd Canon Peter Kerr, lead the opening prayers and welcomed the members of the PCC.

**3. Minutes.**

The minutes of the PCC meetings held on 16<sup>th</sup> September were signed after an amendment to the paragraph 16; the new business manager's name is Gait not Yate as shown in the minutes.

**4. Matters Arising**

The talk given by Canon Trevor Dennis, author and canon of Chester Cathedral, and referred to in Para 10 of the previous minutes was well attended and we repeat this on a Saturday morning which would allow a longer time for discussion etc.

**5. Fabric**

- Church Tower.  
There has been a significant fall of stonework from the SW pinnacle. Robert Thornton has discussed this with our architect, Nick Joyce who suggested that as a safety precaution we should tape off an area around the tower. Robert is getting everything in place so that we can go ahead with the roped survey and making the tower safe immediately we have the OK from English Heritage. In the absence of plans and elevations required for the survey Robert will obtain a quote for these. Angela Randle reminded us that the roped area around the tower caused considerable congestion because of parked cars making access around the roped area difficult. It was agreed that cones should be placed to prevent cars parking near the roped area.
- Redecoration of Narthex - nothing to report **ACTION** Peter to obtain more information from Hartlebury about Beacon
- Lych-gate – maintenance – no progress as Geoff Bayliss is currently very busy.
- Heater in Narthex Failure. Mr Slater the electrician believes at least one element has failed. Elements cost £60 each whereas a replacement heater would be £500 - £600. **ACTION:** Basil to get all elements replaced.

**6. Health & Safety update**

The H&S plans have been circulated and were agreed by the committee. Matthew Griffiths suggested that a torch should be placed in the choir and vicar's vestries as a precaution in the event of power cuts. **Robert Thornton proposed** that the plans should be accepted, **Seconded Angela Randle**, passed unanimously. Andrew Horn agreed to do the first 'walk round' with Robert and Basil.

## 7. Reports

- Harvest Festival very well attended. Collection amounted to £370 a donation from which will be sent to Farm Africa.
- Harvest Supper Comments have all been very positive; the 'home spun entertainment in the form of a quiz worked well. It was noted that Liz needs more support and suggested that next year's request for food should include requests for volunteers to serve main courses/ puddings & to clear up afterwards. The profit of £115 from the raffle will go to the DEC.
- Joint service with Doverdale – well supported
- Remembrance Service – well supported, the parade and band were appreciated

## 8. Sick Leave

Peter requires more treatment which will necessitate his taking 3 months sick leave. The retired clergy will cover and Bishop Jonathan of Rwanda will act as a back stop for weddings and funerals and will cover Christmas communion at the Hamptons. Sheila Banyard will be acting Rural Dean and may be able to supply occasional help. Matthew Griffiths proposed that one Christmas Collection should be donated to the unit at Worcester Hospital which is treating Peter. This was supported unanimously. **ACTION: Peter to find out how to make the donation.**

## 9. Services

- Pattern of services. Peter would like to make all 4<sup>th</sup> Sunday services Morning Prayer and move the 8:00 a.m. BCP Communion from the 2<sup>nd</sup> to the 4<sup>th</sup> Sunday. Doverdale already have an 11:00am BCP communion on 2<sup>nd</sup> Sunday. Proposed David Wood, Seconded Sally Rees; because of the difficulty with shortages of clergy the committee agreed to support this. The change will take effect from January, members of the 8am BCP congregation will be notified on 2<sup>nd</sup> Sunday in Dec.
- 22<sup>nd</sup> November service – theme will be a canticle workshop, Mike Griffiths and Howard Robinson will lead a workshop in place of the sermon.
- Advent – There will be no advent carol service this year. As advent Sunday falls on the 5<sup>th</sup> Sunday there will be a joint service at St Mary's Bishop's Wood.
- Christmas –
  - Sunday 20<sup>th</sup> Carol Service will be at 5pm, said communion service at 9:30 am
  - Christmas Eve Christingle/crib service at Hartlebury at 4:30pm
  - John Gathercole will take Christmas Eve Midnight Communion
  - Christmas Day 11:00 could be family service action Liz/ Robert Peter to discuss.
  - Sunday 27<sup>th</sup> Normal service at Doverdale.

## 10. Christmas Fair

This will take place on Saturday 28<sup>th</sup> November. **ACTION Sally to ask Liz for details for the website**

## 11. Finance

- Review of service charges - There will be a 1% rise in statutory fees of church commissioners from January 2010. It was suggested that the charges for organ, bells etc. should remain the same for this year. Proposed Matthew Griffiths; Seconded David Wood.
- OSCA – is now a bona fide charity. OSCA is now a bona fide charity; Dieter Baer is still the signatory on checks but Brian suggested leaving this until the new treasurer is in place.
- Brian's replacement – As Brian will be leaving the area we need to appoint a new treasurer. Peter has approached a possible successor who is giving it due consideration. **Resolution** to thank Brian for his efficiency, the work he has done in simplifying the accounts to make them more user friendly and for his willingness to stay on to the end of the year to support his successor. **Proposed** Lord Sandys **Seconded** David Wood..
- Council grant - Mike Best suggested we apply to council for contribution to work on the tower. We have applied for a contribution towards a 10m down-pipe and hopper fitting estimated cost £2K.

## 12. A.O.B

- Review the carol sheets and replace with another 300 if necessary. **Proposed** Fiona Davies; **Seconded** Matthew Griffiths. **Action** Fiona to progress.
- Proposed admin centre in Cutnall Green – there will be a meeting for the church wardens of all seven parishes to discuss this.
- Parish share – has apparently gone down. It was noted that the DVD on use of parish share would be instructive for the PCC .
- Date of Fete. – Preference is 26<sup>th</sup> June . **Action** Judy to check availability with Anthony.

## 13. Date of next meetings

PCC Tuesday February 23rd 7.45pm

Standing Committee Friday 12th February 6.00pm

AGM Wednesday March 24<sup>th</sup>.

## 14. Closing Prayers

There being no further business the meeting closed in prayer.

Signed

Dated