

**PARISH OF SALISBURY ST MARK AND LAVERSTOCK ST ANDREW****Meeting of the Parochial Church Council – 5<sup>th</sup> March 2018****DRAFT****MINUTES**

**Present:** Charles Dew-Jones, Liz Bunting, Matt Earwicker, Alan Ely, Bryan Evans, Steve Hardy, Ed Haycock, Linda Knapp, Joan Prior, Amanda Robertson, Maureen Snook, Mary Terry, Debi Coveney, Nicky Gowenlock, Jo King, Jill Offer, John Read

		Action
1	<p>Meeting chaired by Curate, Revd Matt Earwicker. Renewing Hope candle lit.</p> <p>Reading – Mark Ch 11 v 13-22 – Jesus goes to the Temple. Significance of reading: Temple is the body – Jesus was looking after it; The temple gives reverence to God thus giving reverence to Jesus; The real temple is where God and humanity most closely meet; important to remember that Jesus meant himself and not the building; best way to meet with Jesus in our community</p> <p><b>Prayer</b></p>	
2	<p><b>Apologies for Absence</b> Sue Gallagher, Mary Sobucinski, Julian Sobucinski, Rachel Beswick, Sarah Hardy, Mark Inman, Pauline Munns, Diane Roberts, Jill Browning, Laura Lawrence</p>	
3	<p><b>Minutes of the last meeting held on the 25<sup>th</sup> January 2018</b> No amendments. Minutes approved and signed.</p>	
4	<p><b>Matters Arising from last minutes</b> Item 10 – Yei Diocese – CSG tasked with finding out where and what our money was spent on that was sent last year.</p>	<b>CSG</b>
5	<p><b>Safeguarding Update:</b> update from Revd Earwicker. Revd Earwicker and Mary Terry met with Mrs Bell. Recommendation to PCC that she be appointed as our Safeguarding Officer. Proposed: Revd M Earwicker Seconded: Revd J Offer All in favour PCC to recommend the appointment of Mrs Bell at the APCM on the 22<sup>nd</sup> April. Brief precise on Mrs Bell: She is the server at St Mark's. Works at Alabaré as their HR Advisor and their GDPR representative. Has in the past carried out children's work at St Mark's. Is keen to get more involved in the Church. Invitation to invite Mrs Bell to a PCC meeting to speak about the new GDPR regulations which come into effect in May 2018. Recruitment Policy &amp; Procedures – Mrs Claydon had provided an updated copy for approval by the PCC. Adoption by the PCC was required. Proposed: Mrs J King Seconded: Mrs M Terry 1 Abstention – All agreed. Revd Earwicker wished to note that he used the document for the recruitment process of Mrs Bell and found it contained really useful documents and</p>	<b>APCM</b>

	<p>information.</p> <p>Discussion on supervision arrangements for Mrs Bell's Line Manager. Role would be approved by the PCC. It would normally be the incumbent but as we do not have one, a PCC member could be put in place until such time as a new Vicar is appointed. People asked to think if they would be willing to do. Revd Earwicker to continue to line manage as part of recruiting process.</p> <p>GDPR (General Data Protection Regulations). Revd Earwicker had some papers to hand for information. Main change is we will be required to have active permission to hold personal information over what information we already have.</p> <p>Safeguarding Issue reported at last meeting has been resolved.</p>	
6	<p><b>Vacancy/Leadership Team Update:</b> Mary Terry reported.</p> <p>Were there any questions from the meeting with the Archdeacon which was circulated in an email forwarded to members.</p>	
7	<p><b>CSG update</b></p> <p>Rotas in hand for April onwards</p> <p>Safeguarding – covered in item 5</p> <p>Hall and Church hiring – Charles Dew-Jones gave update. The revised documents had been circulated previously. PCC to approve policy on the hiring of the buildings.</p> <p>Church use: Terms &amp; Conditions – one set for church led activities and one set for non-church led activities + booking form.</p> <p>If an event in church is church led, this will be covered by the church's public liability insurance. If an event is not church led eg concert, then the church public liability insurance would not be valid. Hirer would sign the T&amp;C to confirm that they have insurance. We have a safeguarding responsibility for the use of our buildings.</p> <p>T&amp;C's are made up of those commonly used by other organisations.</p> <p>Proposal to PCC to agree to the Policy and Hall Hiring Conditions.</p> <p>Proposed: Mr C Dew-Jones</p> <p>Seconded: Mr E. Haycock</p> <p>1 Abstention – all agreed.</p> <p>Resource Group to check and amend periodically. Any amendments to be approved by PCC</p>	
8	<p><b>Youth &amp; Children's Minister Report</b> – Report from Ed Haycock</p> <p>Flipside has encountered some anti-social behaviour with the Police presence being requested. Those involved were given a 4 week ban for their actions. He has been reflecting on the challenge of young people in Laverstock. Flipside has been seeing youth from the Heath.</p> <p>His vision was to serve the whole Parish – now exploring opening a youth club in Laverstock. Parish Council have been supportive. Challenge is to find a location and prayer to listen to the Lord to see if this is the right thing.</p> <p>Flipside Constitution: Reviewed document and this sent to members prior to meeting. Main changes are PCC role – now clearer as to where Flipside stands and that it is overseen by the PCC.</p> <p>Proposal to adopt as constitution of Flipside:</p> <p>Proposed: Mr E Haycock</p> <p>Seconded: Mr C Dew-Jones</p> <p>All agreed.</p>	
9	<p><b>Resources Group</b></p> <p>Altar Cloths at St Andrew's are holy and need replacing. Measurement and prices to be obtained for replacements.</p> <p>Yei Diocese – no confirmation from Bishop Hillary. The £16k given last year, most</p>	

	<p>went for humanitarian needs. We have received a request for further funds – we have £2k to send: £1000 for the College and £1000 for the Kindergarten. Will use CMS Ireland again to transfer funds. This is the 2017 Tithe monies. PCC asked to approve the split of the £2000. Objection that we should know where the money sent previously went before we send any further funds. Back to Resources group to get confirmation of monies received.</p>	Resource group
10	<p><b>Serving Jesus Group</b> – notes circulated. Nothing further to add. Will return to PCC in due course. We need to keep working hard to include people.</p>	
11	<p><b>Serving Each Other group</b> No notes but to reiterate the Agape meal on Maundy Thursday at 6pm. Requests for Pies, either shepherd, beef or vegetarian. Other veg will be supplied. Contact Joan Prior or Sue Gallagher.</p>	
12	<p><b>Serving Our World group</b> Notes sent.</p>	
13	<p><b>Church Together / Deanery</b> No meeting held since last PCC meeting. Notes circulated.</p>	
14	<p><b>APCM document</b> Annual accounts – being audited at present. Any questions? Overall, accounts remain healthy despite our £16k deficit which is mainly due to restricted funding and monies spent from previous years. We are spending more than we receive. We have paid our Parish Share and Mission for year but using our reserves to balance. Lay people need to understand that we are using our reserves. Revd Earwicker to put something in his report. PCC need to approve the audited accounts. Proposed: Mrs J. King Seconded: Mrs A. Robertson All in favour Thanks given to Debi our Treasurer and to Maureen and Mike, Assistant Treasurers.</p>	
15	<p><b>Safeguarding Update of Document</b> Mrs Claydon had provided the document for approval by PCC. One change was that PCC members to know now do not need to be DBS checked but are still required to attend a C1 Safeguarding Course. With these changes PCC approval Proposed by Revd Earwicker 1 Abstention All agreed</p>	
16	<p><b>Dates of next meetings 2018/2019:</b> <b>PCC – Tuesday 8<sup>th</sup> May; Thursday 19<sup>th</sup> July; Tuesday 18<sup>th</sup> September; Thursday 15<sup>th</sup> November (to approve budget for 2019); Monday 21<sup>st</sup> January 2019; Wednesday 6<sup>th</sup> March (agree Annual Report &amp; Accounts)</b> <b>Core Strategy Group – Tuesday, 27<sup>th</sup> March 2018; Thursday 14<sup>th</sup> June; Monday 13<sup>th</sup> August; Wednesday 17<sup>th</sup> October; Thursday 13<sup>th</sup> December; Tuesday 12<sup>th</sup> February 2019</b> <b>Annual Parochial Church Meeting – TBC</b> <b>Resources Group – 1<sup>st</sup> May 2018</b> <b>SEO –</b> <b>SOW – 12<sup>th</sup> April 2018</b> <b>SJ -</b></p>	