

ST MARY MAGDALEN, KNIGHTON PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 14th June 2016 in the Narthex.

Present: Patrick Holligan (Chairman), Simon Britton, Mary Britton, Revd Neil Bullen, Angela Hunt, Susan Holligan, Lorna Kirk, Rosalind Matthew, Lorna Pollard, Brian Small, Doreen White.

Apologies: Revd Canon Dr Stephen Foster, Gary Hunt, Bob Rutland, David Stanyer.

- 877 Welcome:** **Action**
The Chairman opened the meeting with a prayer.
- 878 Minutes of previous meetings:**
The minutes of the meetings of 4th April, 12th May and 24th May 2016 (S11 meeting) were approved as a correct record.
- 879 Action Points not listed elsewhere:**
- | Minute | Action | Progress | |
|--------|--|--|---------------|
| 845(5) | Add dates to church diary | Done. | |
| 849 | Meeting with Church Architect | Report to be considered by Buildings Group. | PH |
| 864 | Review of leaflets for church festivals | In hand for Christmas. | PH |
| 865 | First PCC meeting to elect officers to follow immediately after APCM | Noted. | |
| 869 | GH to resource a stand for Queen's 90 th birthday event | Event taken place. | |
| 874 | Missing cross form Parish Centre | No evidence of cross or removal has been discovered. | PH, RM |
| 875 | Listed status of St Mary's church | Document research indicates that it was generally accepted, at least since 2007, that the church was grade II (C) and not grade II* (B) as suggested by the DAC and Historic England. No further action. | |
- 880 Curate Ordination 2nd July 2016:**
The allocation of tickets to the parish appears to match demand. The service on 3rd July will be combined with St Guthlac's, with a joint choir, band (in the Requiem Chapel), bell ringers (quarter peel to be rung) and James Gutteridge will be organist. Canon Brian Davis will preach the sermon and Stephen Foster will be deacon. NB is liaising with all parties concerned. **NB**
- 881 Lay Ministry:**
The PCC received the very informative paper prepared by Revd Canon Dr Stephen Foster and requested that the paper be reconsidered when the new incumbent was in post. It was noted that the call to service of the individual needed to be examined and tested thoroughly and it was not to be undertaken lightly. The reference is a key factor and depends on a deep knowledge of the individual. **Sec**
The PCC were anxious that various forms of support currently provided by members of the congregation should be maintained.
- 882 Open church proposals:**
Sue Holligan and Mary Britton were exploring options for additional opening of the church to the general public e.g. regular monthly Sunday afternoons: this may include offering refreshments. Detailed recommendations will be brought to a future meeting. Members were invited to submit any ideas that they thought might be helpful. **SH, MB**

883 Vacancy Update:

The names of the parish representatives (Patrick Holligan, Ros Matthew and Revd Prof Richard Bonney (representing St Guthlac's)) had been notified to the Archdeacon. A substitute would be obtained from the PCC if, and when, one of the nominees was unavailable.

The Archdeacon had notified the wardens that he had approved the Parish Profile, Person Specification and advertisement and it was hoped that the advert would appear in the Church Times for the first time on 17th June. It would be repeated at least once, and on further occasions if the vacancy was not filled at the first attempt. Shortlisting would take place in August with the interviews on a date to be agreed in September. It was anticipated that a new vicar would be in post early in 2017.

The PCC expressed their thanks to the Profile Drafting Group and, in particular, Lorna Pollard for her hospitality.

884 Survey of PCC meeting days:

A survey of members indicated that there were difficulties with the current arrangements for meetings and that limiting the days to Tuesdays and Thursdays would be more convenient. There were different views on the timing of meetings therefore retaining 7.30pm with an aim to finish no later than 9.00pm was the best solution.

The following recommendations were approved unanimously:

1. With effect from 1st September, PCC meetings should only be held on Tuesday and Thursday evenings. The meeting planned for Wednesday 30th November will take place on Thursday 1st December. **Sec**
2. There should be no change to the start time of 7:30pm.
3. Meetings should be constrained to finish by 9:00pm.

885 Treasurer's report:

Members received a paper from the Treasurer confirming that the deanery had been notified of the revised Parish Contribution. Thanks were expressed for the work by the Treasurer on pension auto-enrolment which would be effective from 1st August.

886 Minutes of the Buildings Group:

The minutes of the meeting held on 25th April 2016 were received.

A meeting had been held with The Church Architect and his report would be considered at the next meeting. **PH**

The vicarage had been let by the diocese over the summer and the Diocesan Property Adviser, with the encouragement of the Archdeacon, had confirmed that the parish would not be liable for any additional work to the garden or the house as a result of this. The diocese was responsible for vicarage costs for an incumbent with the exception of the office.

It was suggested that the cost of running the vicarage was expensive but it was reported that a new boiler had been fitted recently and fuel costs had reduced considerably as a result.

887 SEMP:

No meetings had been held since the last report.

An additional parish representative was required and Lorna Kirk agreed to prepare an article for the weekly newsletter explaining the role and inviting expressions of interest from the congregation. **LK**

888 Health & Safety:

1. Chancel step. The step was now complete and it was agreed that NB would purchase non-slip material to be fixed to the underside of the central kneeler and laid loose beneath the others. RM and Lloyd were thanked for their excellent work. Payment of £130 for materials to Lloyd was agreed unanimously. **NB**

2. Cleaning of the tower had been referred to the Church Architect and his report would now be considered by the Buildings Group. **PH, SB**

3. The repair of the Narthex floor had also been referred to the Church Architect and

would now be considered by the Buildings Group.

PH

889 Children, Pastoral & Vulnerable Adults:

AH had circulated a summary of advice from the diocese but a meeting with Cora Paul had not yet taken place and a paper outlining the action required by the St Mary's PCC, including possible diocesan training, was not yet available. It was not necessary to seek to identify vulnerable adults but it was important to know how to deal with situations if they arose.

AH

890 Knighton Wild:

A meeting had been held between Knighton Wild and the Leicester City Council Parks Department and a strategy for enhancing the churchyard as a natural habitat had been proposed. The City Council required the PCC to endorse the strategy but details had not yet been provided. Concern was expressed that by agreeing to a strategy the PCC might become liable for restitution at some point in the future. Full details would be required of the proposed ecological zones and information would need to be provided to the congregation. It was suggested that a pilot phase could be developed following a site meeting with PCC representatives and pending further information. It was noted that details were available on Diomail of an Eco Church course to be held on 23rd June to encourage re-engagement with the local community. Attendance was open to any interested persons.

PH

891 Mission:

Some concern was expressed regarding the level of mission in the parish. Guidelines had been produced for the Treasurer on organisations to be supported and a number of informal initiatives existed. Comments had been made indicating that the parish did not compare favourably when viewed alongside St Guthlac's but this might be due, in part, to better publicity of their initiatives. Having demonstrable examples of help such as the Community of Grace collection was an alternative to financial giving and encouraged participation. It was agreed that a review of charitable giving and mission in the parish might be helpful under the guidance of the new incumbent.

892 Publication of Minutes of meetings:

It was noted that paper copies of the non-confidential minutes of PCC meetings were available in a folder at the back of the church and would now also appear on the parish website. It was also hoped that a regular article would appear in the parish magazine outlining the work of the PCC.

Sec

893 Date and Time of Next Meeting:

Wednesday 13th July at 7:30pm in the Narthex
Written reports for the meeting must be presented to the Secretary by Sunday 3rd July.

The meeting closed with the Grace.

Signed: Date: