

**Minutes of the meeting of the PCC of Milborne Port held on
Tuesday 23 May 2023 in The Lady Chapel**

A service of Holy Communion, led by Rev. Rona, to commission the new PCC took place in the Lady Chapel prior to the Business Meeting.

Those present – Chair: Rev. Rona Stuart-Bourne (RSB). Harold Clarke (HC), Nicki Edwards (NE), Pat Elliott (PE), David Johnson (DJ), Paul Springett (PS), Graham Sharpless (GS), Susan Wales (SW)

Apologies - Elaine Ennis-Bunt (EEB), Mary Clothier, David Grant, June Goodman, Jacquie Hall (JH), Trevor John (TJ), Amanda Mackintosh (AM), Linda Mumford (LM), Richard Redman, Louisa Schreiber 9LS)

At this point in the meeting, due to the number of absentees, RS-B commented that it was a CofE requirement that PCC members should attend 90% of the meetings.

Approval of Minutes of Meeting held on Monday 27th March 2023 – these had been previously circulated and were agreed as a true record, with no amendments, and signed by RS-B. Proposed by HC; seconded by GS.

Matters arising from minutes – On a point of accuracy, NE advised that a Broadband link between Church House and the church building has not yet been established. TJ is still working on this, and it is hoped that the connection will be established within the not too distant future. GS queried the advertising for the fete, and whether Anne Salkeld had made progress with investigating the cost. Fete Grand Draw – GS advised that Robert Hall's name will still appear on the tickets, as promoter. This will need to be changed to PS. **ACTION PS**. The mystery regarding the missing post has not been resolved.

Milborne Wick – In her absence, AM had provided an update via email. They had a wonderful Coronation celebration in Wick which took place on the Sunday in the cart sheds at Wick Court - everyone pooled resources and they had their own musical duo in the form of a guitar and a piano and celebrations continued well into the evening. They are planning to hold their cream tea event on Sunday 27 August from 2pm to 4 pm. PS queried the method for paying Wick's Parish Share, which amounts to £1943 this year. To streamline the finances, PS is going to ask AM to pay this directly from their own account. **ACTION PS** PS also queried, following a service recently taken by Rev. McConnell at MW, as to from which account the retired clergy's fees should be paid. NE suggested that this should be made from the Benefice account. Following on, RSB suggested that all such payments to the retired clergy should come from the Benefice account in the future. All were in agreement.

Deanery Synod – For the time being, NE will attend the Deanery Synod meetings in LM's stead, whilst she is indisposed. The response, including comments, from our parish regarding the impending Deanery reorganisation has been sent. GS expressed his concern for the future viability of parishes, particularly with regard to attracting new worshippers. A brief discussion followed.

Finance update – PS presented a copy of the up to date accounts for perusal. The Parish Share has yet to be paid. The payroll has been updated with help from Alison our new auditor, with payments now being made to the Vergers and Parish Administrator.

To further streamline operations, PS wishes to operate one bank account. After investigation, it seems that the Co-op Bank is a good option as they do a Community account for which the PCC meets the criteria. There are no charges, the bank is ethically led, and one of the products is a 90 day savings account, which returns a good rate of interest. The Lloyds account to be used solely for fees for weddings and funerals will remain, and will be operated by DJ.

The church organist, Rachel Willetts (Greaves) is presently paid by S/O. PS has asked that Rachel be approached to request that, in future, she provides an invoice for her monthly fee. **(ACTION NE)** The £300 monthly payments to the Charity and Mission account continue to be made by monthly S/O. Job roles for weddings and funerals: RSB is hopeful that once Helen Solomon has settled, she will deal with these.

NE agreed that she will be the Goodman's "email buddy". **(ACTION NE)**

PS expressed some concern about the change of address following his taking on the role of treasurer from Robert Hall. NE is confident that this will soon be completed.

PS produced a form, which he has devised, that can be left in the vestry of each church, which should be completed by the members of the retired clergy (and Rev Becky), every time they take an occasional service at each church within the Benefice. The form can then be handed to the relevant Churchwarden, who will then pass it on to PS for action. **(ACTION SW to inform all concerned).**

RSB and NE thanked PS for his work thus far.

Fabric update - In her absence, JH had provided an update via email. The Architect came and carried out the Quinquennial survey on May 11th and we await the findings. The Parish Council has offered to buy a new mower and they will repair and take the ride-on mower for their own use. The Grasshoppers are very happy with this exchange. The PC has been notified as to which model is needed. Robert Hall has asked that his thanks be conveyed to everyone for the generous gifts he was given on his recent 'retirement' from the post of Treasurer. NE added to the above that the noticeboards in the churchyard need attention. She has approached Southwest Signs with a view to smarten/refurbish at a cost of £375 + VAT for the pair. All were in agreement that these should be refurbished. GS asked about the possibility for the Medleycott Chapel space to be made more appealing, so that the space may be better utilised. RSB agreed, in principle, that this was indeed a good idea, and suggested that this could be a project that someone, not necessarily on the PCC, could take on, with a view to exploring possibilities.

Foodshare - In her absence, EE-B had provided an update via email. The Foodshare project continues to serve the village and on average around 45 to 50 (adults, young people, children and babies) people are assisted each week. It continues to be supported by Sherborne Food Bank, of which Elaine Ennis-Bunt is now a Trustee. Work is continuing on the application to become a Charitable Incorporated Organisation (Associate) and a dedicated bank account is now in place.

A new grant application will be submitted in the coming week to Somerset Council who have grant funding available to help food projects in the cost-of-living crisis. If successful, funding must be used by September 2023 and it is anticipated the project will use the funds to buy long-lasting products such as food with a long shelf-life, toiletries and essential cleaning products as our customers often struggle to buy these things in addition to essential food. Jenny Sherwood has recently joined the group and is a very welcome and well-regarded new volunteer. She staffs the kitchen so that a cup of tea or coffee can be provided to people calling at the project. This is an important development and helps to de-stigmatise the process of going to a project for help with food. Any enquiries about Foodshare can be directed to the dedicated email address – foodshareadmin@milborneportchurches.org.uk and we are grateful to Graham Sharpless for maintaining this important method of communication. JH had emailed PS regarding the possibility of a £500 energy grant. To ascertain quite what this is, **NE will investigate and return to PS.**

Safeguarding - NE had carried out a review of people within the church with DBS certification, and all had been updated. DJ and LS will need to complete their basic training. **(ACTION: NE, DJ & LS)**

Health and Safety - NTR

Vision for our Benefice – RSB has given this some thought during her recent holiday. If, as a body of people, we do not make changes, then we are not going to grow. She suggested that, once we know where the Deanery is regarding the reorganisation plans, the PCCs of the Benefice should have a joint "away day" (maybe sometime in October), so that an agreement can be reached between all the churches as to what our top three priorities/targets for the Benefice combined should be. These priorities/targets should be based on the Parish Profile, a copy of which can be found under the News section of the website - <http://www.milborneportchurches.org.uk/news> - under the date of Sunday 2nd April.

(ACTION: ALL PCC MEMBERS)

Bill and May Closs, from Charlton Horethorne, have started teaching a group of children singing. The Open the Book initiative is another potential way of attracting youngsters. The Benefice's social media profile is another way to highlight our activities, and it will be necessary to approach someone, or seek someone out, who is prepared, and equipped with the necessary know-how, to take this forward.

RS-B – PE raised a query about an email that she had received from Open the Book. RSB will follow this up. No information had been received about the Parish Giving scheme, despite applications having been made. A discussion followed about the financial and environmental costs of producing Pew News sheets weekly. It was decided to trial a monthly Pew News in July and August, reverting to the current format in September, but seeking feedback from parishioners in early August for the preferred option. There was one space available for the Parish Visit to Wells on Tuesday 30th May.

AOB – Election of Secretary, Deputy Wardens and Sidesmen: SW had agreed to stand again as Secretary - proposed by NE, seconded by HC. It was proposed that the present Deputy Wardens (Neil Briggs, Trevor John, Richard Redman and Barbara Tindale); and Sidespeople (Margaret Barker, Anne Briggs, Jenny Hill, Christine Porter, Richard Redman, Will Redman, Caroline Woodall) should all be re-elected en bloc. All in favour.

RSB and NE thanked them for their continued service to the church.

GS asked that all minutes, including those sent from sub-committees, be sent in PDF format. **(ACTION: SW)**

GS – offered congratulations to Helen Solomon for settling in to the role as Parish Administrator

Dates of next meetings:

- Tuesday 25th July
- Monday 25th September
- Tuesday 21st November

There being no further business, the meeting closed at 8.50pm with prayer.