

**A meeting of the Parochial Church Council will be held on
Wednesday 26 June 2019 at 7.15pm
in the Parish Centre**

AGENDA

- 1) The meeting will begin with a prayer
- 2) Apologies for absence
- 3) Governance
 - a) Declarations of Fitness to serve as Trustees
 - b) Declarations of Pecuniary Interests
- 4) Discussion and vote on the possible extension of the term of office of the Revd Richard Crossland. See attached .pdf <<Extension of incumbent's term June 2019>>. The format of the resolution is given below:
"The PCC of Nettleham resolved to give its consent to the Bishop of Lincoln extending the term of the Revd Richard Crossland by 5 years with effect from 7/1/19.

There voted ____ people in favour; ____ people against and there were ____ recorded abstentions

The number of people present at the meeting was ____"
- 5) Notice of Any Other Business
- 6) Minutes of PCC meetings held on 8 May (Appendix A) and 6 June 2019 (to be issued separately)
- 7) Matters arising (not covered elsewhere on the Agenda)

Items for discussion, approval or decision

- 8) Finance
 - a) Treasurer's report on revenue stream (to be issued separately)
 - b) Update on finances for tower repair
 - c) Fundraising initiatives
 - d) Bequests – outline proposals for monies given in memory of Rev Richard Thornton and Bob Tompkins
- 9) Approval of proposal for maintenance of the bells during tower repairs
- 10) Reduced activities in church during the summer holiday period

Recurring items

- 11) Correspondence – see item 4 above.
- 12) Reports from officers
 - a) Rector
 - b) PCC Secretary
 - c) Church Wardens (report to be issued separately)
 - d) Electoral roll officer

- 13) Reports/minutes from PCC groups and working parties. (Reports received combined as Appendix B)
 - a) The School
 - b) Roof Alarms protocol – report by Nigel West
 - c) Standing Committee (report to be issued separately)
- 14) Any Other Business
- 15) Date & time of next and future meetings
 - 7 August 2019
 - 18 September 2019
 - 30 October 2019
 - 11 December 2019
 - 22 January 2020
 - 4 March 2020

Our aim is to close the meeting by 9.00pm.

Issued by Andy Lewis, Churchwarden
23 June 2019

Notes:

Those responsible for Reports/minutes from groups and working parties are asked to send a written report for inclusion in the agenda and papers or inform secretary if an oral report is to be given (only in cases where a meeting has taken place after the agenda has been circulated).

Substantive items should be accompanied by a paper indicating whether the item is for PCC to note, for discussion or for decision, and how long the item is expected to take.

APPENDIX A

THE PARISH OF ALL SAINTS, NETTLEHAM

Minutes of a meeting of the Parochial Church Council held on Wednesday 8 May 2019 at 7.00 pm in the Parish Centre.

Present: Madeline Coles, Lynne Combes, Russ Coulter, Father Richard Crossland (FR), John Dent, Jean Gledhill, Tony Gledhill, Ced Hanson, Andy Lewis, Mary Michell, Kath Pickering, Nikki Salt, Revd Judy Shaw, Michael Smalley (Chair), Sarah Subden, Tom Subden, Simon Vincent, Jackie Waters-Dewhurst and Nigel West.

1. **The meeting began with prayer.** **Action**
2. **Apologies** for absence had been received from Jane Hanson.

Welcome.
 The Chair welcomed everyone to the first meeting of the newly elected PCC and invited members to introduce themselves to the meeting.
3. **Governance.**
 - a) With recent focus on PCC members also being charity trustees, a deanery training evening has been arranged for 9 May in All Saints. Additional sessions are to be arranged, both in our deanery and other 'local' deaneries. The intention is for every PCC member to attend one of these sessions. **PCC**
 - b) A folder containing information relevant to the governance and policies of the PCC was issued to each member. Among the pack contents were blank Declarations to state that PCC members are 'Fit and Proper' persons to serve in that capacity and also to enable any Pecuniary Interests to be declared. Members were requested to fill these in and return them by the next PCC meeting. **PCC**
 - c) A document outlining 'Ground Rules' for PCC meetings was tabled, for review/agreement at the next PCC meeting. **PCC**
4. **Notice of Any Other Business.**
None
5. **Minutes of the meeting held on 13 March 2019**
 Following three amendments, it was proposed by LC, seconded by SS and agreed by the meeting to accept the minutes which were signed as a true record.

Minutes of the meeting held on 24 March 2019
 No amendments were tabled. It was proposed by RC, seconded by LC and agreed by the meeting to accept the minutes which were signed as a true record.
6. **Matters arising (not covered elsewhere in the Agenda)**
 - 9c. The contact protocols for the roof alarm system have been checked by NW and are satisfactory. His report will be circulated to the PCC. **NW**

Items for discussion, approval or decision

7. **Finance**
 - a) The report from the Treasurer was received verbally, as the April data are still being processed. Up-to-date YTD financial reports will be

circulated to SC ahead of the next PCC meeting. Other points were noted as follows: **RC**

- There is a shortfall of ~£1,100 between income and expenditure, although to an extent this reflects payments in advance for Q2 spend. Receipt of Gift Aid repayments has helped reduce the deficit.
- Further work is needed to correctly allocate personal expenses to the appropriate expenditure budget. **RC**
- The iZettle Go card reader will be trialled at the Open Churches weekend. **RC**

b) Following the resignation of Graham Wiggett as Treasurer in November 2018, the PCC unanimously agreed the following motion:
"It was resolved that the Authorised Signatories in the current Mandate for the NatWest accounts be changed in accordance with the section 'Authorised Signatories', to remove Graham Wiggett from the list."

c) A discussion about architect's fees for progressing the Tower Top to Bottom (3TB) scheme updated the PCC on the complex nature of the project and the need to have 'up-front' design work and assistance. It was confirmed that we have sufficient funds to meet this initial cost. **AL**

8. **Outstanding Appointments**

No one has yet come forward to fill the positions of PCC Secretary and Health & Safety representative. The PCC Secretary is seen as the first priority and members were encouraged to think and pray about possible appointees. Four options were noted (1) a member of the PCC; (2) a church member not on the PCC; (3) employ an outside person; (4) explore the possibility of splitting the job (between a Minutes Sec and an Hon. Sec). Thoughts, ideas etc should be shared with either FR or either of the Churchwardens. **PCC**

9. **'Changes in Worship and Nurture'**

FR led a discussion of his paper circulated to PCC members on 2 May 2019. The points noted included the following:

- The new pattern of worship will continue until the 2nd week of July, which will allow for review, adjustments etc to be made before determining the pattern from September onwards. **FR**
- To assist in this, the Ministry team is to be reconvened. **FR**
- The use of lay worship leaders in non-Eucharistic services should lessen the load on FR. To assist in this, a rota of cover for Morning & Evening Prayer is to be drawn up by JG and the possibility of training sessions led by JS is to be investigated. **JG**
JS
- There are encouraging signs of people wanting more nurture (post-Alpha, continuation of ecumenical Lent meetings, post-Ducklings etc). These will all need help to deliver. The possibility of obtaining more clergy support is to be raised with the Diocese. **FR**
- PCC members raised some concerns about overstretching ourselves, but particularly FR, which could adversely impact 2 of our main strategic objectives, viz. the HLF submission for the 3TB scheme and the launch of the new website. FR reaffirmed that the HLF submission is top priority and also noted that the new website is 'within a hairsbreadth' of being shared with the PCC. Other PCC comments were supportive of the increased activity, noting that people are more inclined to join in when there's lots going on, as well as us being prepared to step out in faith... **FR**

10. **'Increasing Income'**

An update was given on the status of this paper, which was tabled by FR at the PCC meeting on 31 January 2019. Key points were noted as:

- More income is needed to fund 2 separate requirements...
 - a) Our revenue needs (eg more regular giving, via the website, giving from new church members, 'blue sky' giving etc)
 - b) Our project-specific needs (eg fund-raising through grants etc)
- A Fund-Raising Committee has been mooted previously but no Chair has been forthcoming. In discussions, the possibility of 3 separate roles for 3 different people (?) was identified, viz.
 - a) Writing of bids/submissions to grant providers...
 - b) Managing our Stewardship activities...
 - c) Fund-raising activities for both increased revenue income and specific capital projects...

The SC are to consider how best to progress the issues raised both in the paper itself and today's discussions, reporting back at the next PCC meeting.

SC

11. Lottery Fund applications

There are no recommendations for funding for PCC consideration.

12. Correspondence

None received.

13. Reports from officers

- a) Rector. FR commented that our Holy Week and Easter activities were very pleasing, both in terms of attendances at services and the atmosphere in church. The ecumenical Walk of Witness on Good Friday was considered very successful.
- b) PCC Secretary. No report.
- c) Church Wardens. Report noted. The Archdeacon has progressed our request for temporary repairs to the tower with both the Registry/DAC and the Chancellor of the Diocese. We hope to be granted an Interim Order (Emergency Faculty) to allow us to carry out the work. However, we will need to retro-submit a full faculty afterwards.
- d) Electoral roll officer. No report.

FR/AL

14. Reports/minutes from PCC groups and working parties

- a) All Saints Vision Plan.
- b) Worship & Liturgy.
- c) Ministry Team
- d) Church for Children & Young People.
- e) Deanery Synod.
- f) Pastoral Care, Home Communion & Bereavement Visitors. Thanks to the team of visitors and to Peter Broadley for supplying the report. However, a correction has been noted, inasmuch as Sandy Gould has not yet received her ID badge. JG will check progress.
- g) Website.
- h) Safeguarding.
- i) Choir.
- j) Church Fabric.
- k) Lottery.
- l) Social Fellowship Group. Report noted. Proposal made to change BBQ tickets to £10 adult, £5 child, rather than offering a family ticket.
- m) Building Development Group.

JG

LC

- n) Stewardship working party.
- o) Forthcoming Events.
- p) House Groups and Teaching.
- q) Confidential items.
- r) Administrator/Office.
- s) FISH project.
- t) Friends of All Saints.
- u) PCC approvals.
- v) Data Protection.
- w) The School.

11. Any Other Business

None noted

12. Date of next meeting

26 June 2019, at 7.15pm in the Parish Centre

A separate email will be sent out with suggested dates for the remainder of the 2019-20 calendar.

AL

The meeting closed at 9.10pm with the Grace.

APPENDIX B

PCC meeting
26th June 2019

Church roof alarm protocol

1. Reason for report

At the March meeting of the PCC it was resolved to carry out a review of the protocol for call outs when the roof alarm is triggered at All Saints Church, Nettleham. The action was prompted by a spate of lead thefts in the county in recent weeks.

2. Background

The roof alarm at All Saints was installed in November 2011 by E-Bound, who service the equipment on a regular basis.

In the event of the alarm being set off a call is made by Custodian Monitoring to one of three nominated contacts/keyholders.

If there is no answer, Custodian Monitoring will call another of the three nominated contacts/ keyholders until contact is made.

Once the call has been accepted the nominated person should attend the site as quickly as possible.

The nominated person must not put themselves at risk and should not enter the Church unless they are certain that it is safe to do so.

Police advice is that if the alarm is activated the nominated persons should assess the situation and if they witness anything suspicious they should contact the police for assistance by dialling 101.

There are signs at the Church that suggest the building is covered by the Protected in Partnership Scheme, but Police say this is no longer the case. They did say they would get their Crime Prevention Officer to contact us and provide advice and more up-to-date signage.

3. Keyholder contacts:

Russ Coulter
Doug Bradley
Martin Farmer

4. Servicing

The next servicing off the equipment is due to take place in May 2019. Contacts for the servicing are the Churchwardens. *CW COMMENT: Servicing of the roof alarms took place on 13th May 2019 – all was in order.*

5. Silencing the alarm

Occasionally there may be legitimate reasons to be on the roof of the Church, for maintenance purposes for instance. To avoid this triggering the alarm there is a mute button, which the above named key holder contacts and the Churchwardens know how to activate.

6. Power Failure

In the event of a power failure there is a back-up battery, which should last for at least five days.

Nigel West
2nd May 2019

PCC Meeting
26th June 2019

Nettleham Junior School

A meeting of the Full Governing Body (FGB) was held on 28th March 2019.

Items included one on Church School Distinctiveness, during which governors were informed about a new religion and belief club at the school. There had been a number of visits to All Saints Church, most recently for Ash Wednesday.

The FGB received reports from meetings of its committees, where it was reported that contract cleaners had been hired to replace a staff member who had left. The arrangement was working well.

Governors were updated on the Maths Action Plan and invited to a staff meeting in June, where this work would be evaluated.

Governor training and development was discussed and it was agreed to include a training module at the next FGB

All governors were invited to attend the staff meeting on the Statutory Inspection of Anglican and Methodist Schools (SIAMS). The inspection focuses on the impact of the Church school's Christian vision on pupils and adults. This involves looking at the school's Christian vision, the provision the school makes because of this vision and how effective this provision is in enabling all pupils to flourish.

The Head's report touched on Easter School which was voluntary, although the school selected who to invite. Other topics considered during this report included the success of the school in the Lincoln Primary Schools' Cross-country races and the Fish Project.

The agenda for the meeting of the FGB on 9th May 2019 included:

- School budget
- School Ethos
- Collaborative Working with Multi-Academy Trust Group Schools

The Governing Body's three committees also had meetings on 13th June 2019, the minutes of which will be reported to the Full Governing Body at its next meeting.

Nigel West
Foundation Governor
18th June 2019