

## THE PAROCHIAL CHURCH COUNCIL OF SPROWSTON with BEESTON ST ANDREW

MINUTES of Meeting held on Wednesday 18<sup>th</sup> January 2017 7.00pm in the Parish Room.

Evening Prayer was led by Sheila Tuffield.

Present: Canon Simon Stokes, Revd Dean Akrill, Revd Melanie Hider, Bryan Carpenter, Simon Macfarlane, Amanda Hunt, Ashley Williams, Robert Huntly, June Stanforth, Edward Stanley, Sheila Tuffield, Andy Bunter, Denise Jermy, Louise Oliver, Tracy Maundrell. Claire Akrill also present for the first part of the meeting

The meeting was opened with prayer by Revd Dean.

01.17.01	<b>Apologies</b> were received from Andy Hudson, Shiela Martin, Christine Martin, Stephanie Grand Not present: Lindsey Leeder	
01.17.02	<b>Declaration of Interests</b> - none	
01.17.03	<b>Minutes of Last Meeting</b> – signed as a correct record.	
01.17.04	<b>Matters Arising</b> <ul style="list-style-type: none"> <li>- Nothing additional to report with John Sikder.</li> <li>- Website is now stable and fully transferred over. Relationship with the printer has been re-established and is going well. Margaret Godden is stepping down as distribution secretary as she is moving away. The role involves co-ordinating about 70 distributors. All present were asked to pray that someone is found to replace her. There is a tea arranged on 23rd May at the Vicarage to thank our distributors.</li> <li>- Permissions to administer the Chalice have been received by most.</li> </ul>	ALL
01.17.05	<b>Financial report including 2017 budget + APCM</b> 2016 deficit budget of £5940 ended up with surplus of £669 and we paid our agreed Parish Share in full. All other expenses as per normal have been met. General accounts available to all those in the meeting with a full breakdown of the various areas. Wedding and Baptism fees are down and are not looking likely to improve at the moment – this is reflected nationally. Canon Simon indicated that he would like to advertise more about Weddings, Baptisms and Funerals within the parish. Some funerals are starting to be done by untrained secular ministers who offer a Christian style service, or by funeral directors. 2017 budget has been set based on the income for 2016 and what we already know and is a deficit budget of £5615. We need to hope and pray that we will come right by the end of 2017 and are able to meet our commitment. Copies were distributed to the meeting. Please note that the budget is reviewed regularly. Simon Macfarlane proposed that the budget be accepted, Bryan Carpenter seconded - unanimously approved. The independent examiner will be receiving all the necessary accounts to prepare a statement for the APCM which is on 26 <sup>th</sup> April. Canon Simon reminded those present if they need to give reports that these are done promptly.	ALL
01.17.06	<b>Vicar's Report</b> <ul style="list-style-type: none"> <li>- Fire Risk Assessment done for SC by a professional. There was nothing extra that we were not aware of but some money needs to be spent. Doors from the church need to open outwards, the fire alarm needs to cover the whole site, escape route round the Annexe needs clearing, some storage needs to be cleared and the bins need to be relocated away from the church wall. Our paperwork needs to be more rigorous and welcomers and sides people need some basic training about what to do in case of an emergency. Also we need to consider who may need fire marshal training.</li> <li>- Christmas round up. Canon Simon invited feedback. No negativity was picked up on and attendances were good, particularly at the Christingle Services. There was some discussion about timings on Christmas Eve and whether we should consider another service at 4pm at SC. Maybe we could have a series of three or four 4pm services on a theme of light throughout the year. The team were thanked for all their work over Christmas, including the lunch. £592.88 went to St Martin's Trust and the same to the Indian bore hole project.</li> <li>- Curate's housing – the Diocese have agreed that they will work towards a replacement to the Curate's house in the new development.</li> </ul>	

01.17.07	<p><b>Mission &amp; Outreach</b></p> <ul style="list-style-type: none"> <li>- Filling Station (midweek ecumenical meeting). There is a team of 9 people and the use of an inexpensive room at Sprowston Manor. Training is going well and the regional director will be talking to the team this coming Friday. Reference the new development the Town Council have been contacted and agreed to support new projects into the area. Broadland Council have also been contacted about working on projects. House groups are being planned to be a part of the Sprowston church. We hope to be able to use Taylor Wimpey's offices for 'vestry hour' sessions for the development. It is hoped that we can use spaces in the new schools when they are built, but there will be competition from other free churches wanting to church plant into the area. However our ecumenical work with St George's, Sprowston Methodist and Gage Road Chapel continues very positively. We need to think and pray about what we want to do specifically in the new development.</li> <li>- Christianity explored course set to start soon at the Blue Boar Pub from 22<sup>nd</sup> February to 12<sup>th</sup> April.</li> <li>- 25<sup>th</sup> May at the Cathedral there will be an Ascension Day service to start a new national initiative "Thy Kingdom Come" which will go through to Pentecost.</li> </ul>	ALL
01.17.08	<p><b>Safeguarding</b></p> <p>Claire reported that we had a recent course run by Sue Bryce, from the Diocese, in November. Three people in Sprowston still need to do the training. The self-declaration forms have to be re-done every three years and it is now time for renewals from PCC, those working with children and vulnerable adults and all key holders (including cleaners and group members) – Julie H-P to be asked to forward forms to key holders. Another course is booked for June 10<sup>th</sup> at St Cuthbert's. We all need to be aware of anyone displaying odd behaviour or anything that concerns us. Grateful thanks were expressed to Claire for all her work.</p>	ALL
01.17.09	<p><b>Team Reports:</b></p> <p><b>Site</b> – Major item discussed was the fire inspectors report as previously mentioned. The quinquennial report was also discussed. Back fence behind Annexe being looked at. Asbestos survey to be done as soon as possible.</p> <p><b>Parish Church Development</b> – roof alarms are needed because of the number of churches being targeted for lead theft. If we have an alarm we will be able to claim the full amount of re-roofing. Anti-vandal paint will be applied to the drain pipes. There are grants available for part payment of the alarms. Louise offered to work on getting the grant to sort the alarms.</p> <p><b>Annex</b> – has met to discuss how we can make it more acceptable and accessible. A new entrance will be formed, flooring possibly needs replacing, new toilets put in, electrical work needs doing, the kitchen needs re-ordering. Quotes are being organised at present.</p> <p><b>Youth &amp; Family</b> – Nothing to report since last PCC. Messy Easter needs planning.</p> <p><b>Social</b> – Christmas Fair raised £1313. In 2016 the committee raised £4629. Forthcoming events – coffee mornings on first Saturdays, 11<sup>th</sup> February Beetle Drive, 29<sup>th</sup> April Quiz &amp; Chips 24<sup>th</sup> June Summer Fete, 9<sup>th</sup> September Churches Cycle Ride, 17<sup>th</sup> September picnic and Teddy Bear parachute jump, 25<sup>th</sup> November Christmas Fair.</p> <p><b>Fundraising</b> – once quotes are gathered and we have decided who we will be using for what job, we will request detailed plans and then grants will be applied for.</p> <p><b>Communications</b> – Magazine just about breaking even but hoping to improve that. Dean is continuing with Facebook and feedback is growing, Twitter has been set up but is not very active yet. Feedback on magazine has been positive. There is a possibility of having sections for other churches we work with and increasing advertising revenue.</p>	Louise
01.17.10	<b>Correspondence</b> – None	
01.17.11	<b>Any Confidential Items</b> - Andy's report	
01.17.12	<b>Date of next meeting/away day</b> – Saturday 11 <sup>th</sup> March 10am to 4pm at 15 Blue Boar Lane. Mary will do the catering. (N.B. No meeting for Thursday 9 <sup>th</sup> March)	

Revd Melanie closed the meeting with prayer.