

## DIOCESE OF ST ALBANS

### PARISH OF ST ANDREW, BIGGLESWADE

#### MINUTES OF THE PAROCHIAL CHURCH COUNCIL MEETING TUESDAY 7<sup>th</sup> SEPTEMBER 2021 HELD IN THE IVEL ROOM

PRESENT: Rosemary Bentley, Rob Butcher, (Paul Daniels), Oliver Dilley, Vivienne Gayfer, Peter Giles, Hilary Johnson, Vaughan Johnson, Rob Lackey, Claire Leeks, Maggie McLoughlin, (Ruth Marshall-Jones), (David Pilgrim), Andrew Rutt, Mark Simmons, (Andrew Whatling).

( ) means not present at the meeting.

#### 1. **Welcome, prayers and apologies for absence**

Rosemary chaired the meeting and led the opening prayers. Apologies from those not present were received and accepted.

#### 2. **Minutes of the PCC meeting held on 3<sup>rd</sup> July 2021**

The minutes of the PCC meeting held on 3<sup>rd</sup> July were approved and signed as a correct record of the meeting.

#### 3. **Matters arising from the minutes**

Vaughan raised the on-going issue of the car park near the church gates. Rosemary noted that Ruth had sent a letter and a slight improvement had been noted. A brief discussion followed regarding the implementation of bollards and the impact the current situation was having on funerals and weddings.

#### 4. **Group Reports**

(a) **Finance:** Andrew R had circulated two sheets reporting on finance. The following points were noted:

- stewardship was down 4K to budget
- currently have 27k in the General Fund
- expectation that rental income would now increase with the lifting of restrictions.
- offerings anticipated to increase with more people returning to church.
- stewardship and finance committee agreed on a parish giving campaign to convert bankers orders to parish giving.

Hilary asked if there would now be a push on parish giving.

- stewardship and finance committee have agreed with feedback from Liz to commence stewardship and giving campaign early January 2022.

Rosemary expressed her acknowledgment and thanks to Rob B and Andrew R for their work on updating with online banking and profiling. Rosemary further acknowledged that the budget control was very good.

(b) **Public Worship:** Rob B expressed his personal thanks to the choir, recognising that we are gently getting things back to normal whilst remaining respectful of peoples' space. Rosemary acknowledged that Father Grant had reminded us to temper the volume of congregational singing on Sunday.

Rob L asked when wine would be reintroduced. Rob B confirmed that a discussion would take place with Liz and that we could reintroduce when appropriate.

Mark noted that he was confused with the lack of mask wearing from the congregation during the Sunday service and asked for some clarity. A brief discussion took place.

(c) **Building and Grounds:** Chris's report attached at Annex A.

- Rob B confirmed there were no major issues to report following the Quinquennial Inspection.



- Treatment of the choir vestry door had been undertaken, most successfully, by Paul Daniels.
- The French Drains have been thoroughly weeded.
- Rob B noted that the 2015 Fire Risk Assessment has been located.

**Rob B proposed that a DAC letter from the PCC should be prepared seeking approval for a curtain across the alcove housing the music library in the Chancel. Seconded: Peter Giles. Agreed unanimously.**

Mark asked for an update on the high rear boundary wall to the churchyard. It was noted that his will be included in the Quinquennial Architect's report.

Mark updated on the church signage enquiry, stating that there was still no joy with North Herts Council in his investigations for insight. It was suggested that a report should be lodged through Central Beds – 'Fix My Street' scheme.

- (d) **Growth & Mission:** Oliver gave a brief update on Country Fayre progress with an appeal to come and support if available.

Andrew R noted that Children's Society collections had raised £2013.

Rosemary acknowledged the success of the Holiday Club and asked for a letter of thanks to be sent to the holiday club team. **ACTION: Rosemary to send card.**

- (e) **Church Website:** Peter reported no major changes.

The website needs to be updated with videos and up to date photographs.

**Peter noted that the QR code needs to be formally approved.**

**Proposed: Andrew Rutt; Seconded: Oliver Dilley. Agreed unanimously.**

Peter presented a draft IT Policy for consideration by the PCC and requested that Oliver check social media guidelines.

Rosemary thanked Rob B for all his hard work in looking after the vicarage during the vacancy. Rob acknowledged all the help which had been given and that the project had finished cost neutral

8pm Rob B left the meeting.

## 5. **Emerging Hopefully: Diocesan Initiative**

A discussion regarding reaching out to people and staying connected with members of the church family took place. It was agreed that we should have a separate meeting to discuss this in more detail. Rosemary suggested an informal approach over coffee. Item considered important and should be kept on the agenda.

## 6. **Eco Advocate**

Mark has kindly agreed to take on the new role of Parish Eco Advocate. Others, including Peter, Hilary, Vaughan, and Rosemary look forward to supporting him in this important initiative. Diocesan support and advice are available via Rachel Johnston, the Environment lead in the diocese. We look forward to considering and introducing short, medium and long-term initiatives.

## 7. **Mission Action Plan (MAP)**

Our parish MAP is very outdated and needs considered prayer and discussion as soon as possible; this will enable goals for mission and outreach which is especially poignant as the population of our town grows exponentially. It should then be posted on the Diocesan dashboard to replace our last entry dated May 2014.

## 8. **IT Policy**

See 4(e)

## 9. **Social Media and Communication**

Oliver provided a brief update. He confirmed that the sites were still growing and continued to attract new followers:



- Engagement +96 12%
- Post Reach +14%
- Instagram +22.5%

#### 10. Safeguarding

Vaughan had nothing to report.

#### 11. Churches Together

Vaughan had nothing to report.

Vaughan confirmed that Churches Together had still not met.

Rosemary expressed disappointment that no one had responded to the invite to attend forthcoming collation from Churches Together.

It was noted that St Andrew's was the key role player for Remembrance Sunday, and the choir were scheduled to attend Market Square for Remembrance Sunday.

#### 12. Autumn / Winter Calendar

**ACTION: Rosemary to circulate calendar to the PCC.**

#### 13. Correspondence

None.

#### 14. Any Other Business

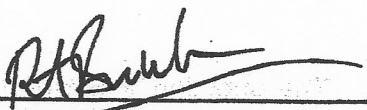
Fireworks - Chris Parker to confirm venue

Collation - Sides people and car park attendants required.

Time for future PCC meetings to revert to 7.30pm at Liz's request.

The meeting closed with the Grace.

**Next PCC meeting: Tuesday 19<sup>th</sup> October at 7.30 pm in the Ivel Room**

  
 Chairman R.A. Butcher

19/10/21  
 Date