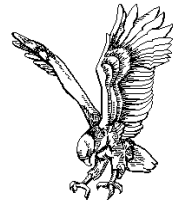


# Parish of St. John the Divine – Rastrick



Vicar: Rev Matthew R Pollard

1 Vicarage Gardens, Rastrick, Brighouse, West Yorkshire HD6 3HD

Telephone: (01484) 713386

## Minutes of the meeting held on Thursday 16<sup>th</sup> September 2010

### Present:

Rev. Matthew Pollard (Chairman)	Cherry Fancourt	Glenys Kendall
Rev Stephen Hannam	Christine Whitaker	Hilary McCarthy
Christine James (minutes)	Richard Mason	Barbara Rukin
Roger Ellis	Dianne Bates	Simon Day

### Ref

### Action

#### 1 Opening Prayer

Rev. Matthew Pollard led the meeting in Evening Prayer including a reading from Mark 12 vs 1-12 read by Christine James. Prayers were said for Eileen Hallewell who has recently died and for Phyllis Barnes who is in hospital.

#### 2 Apologies for Absence

Apologies were received from Graham Readshaw, Pat Lee, Soo Sykes and Alan Hoggard.

#### Minutes of the 21<sup>st</sup> July 2010 Meeting

3 Matthew Pollard proposed that the minutes were accepted. These were approved with 2 abstentions from members who were absent at the July PCC meeting. Rev. Matthew Pollard signed the Minutes. The minutes can be published.

#### 4 Matters Arising

**Wine Jug:** Matthew Pollard informed the meeting that he had spoken to the Archdeacon regarding the disposal of the silver wine jug. The Archdeacon has indicated he is prepared in principle to deal with the matter under the de Minimis regulations provided we obtain a valuation of the jug and needs details of how we intend to dispose of it. Barbara Rukin volunteered to take the jug to Neimantas Jewellers for valuation and also ask if they can advise regarding its disposal.

**BR**

**Parade Services:** Matthew said from preliminary discussions with the leaders it is likely to be proposed to hold these services four times during the year – October, December, February and June. The Scouts would not attend the June Parade Service but would hold their own service at a Tuesday night meeting to which people would be invited. They would still work towards their Faith Badge.

#### 5 Attendance/ Pastoral Care

Matthew said attendance remains a worry but he felt that it was consistent with last year's figures. September 26 is Invitation Sunday and Pastoral Carers' are giving out 'fliers' advertising Church services, Harvest and Harvest Lunches in the hope that people will be encouraged to attend. The Core Group and Pastoral Care Groups are aware of the PCC's concerns. Roger Ellis said that we must listen to comments and table concerns as to why regular attenders were missing. It was also commented that fewer young

Ref		Action
7	<p><b>Chalice Bearers</b> Cherry Fancourt agreed to be added to the list. Matthew will write to the Bishop with the renewed list. Ideally another person is still required.</p>	<i>MP</i>
8	<p><b>Photocopier</b> The photocopier has been purchased and will be delivered when all the hall work is complete and a decision regarding its location has been decided. Roger said that Margaret was unable to take on the monitoring duties. Christine James agreed to monitor the log and the paper usage. External organisations would be invoiced and there will be an 'Honesty Box' for general use. External Organisations were classed as those organisations that are invoiced for the use of the hall.</p>	<i>CJ</i>
9	<p><b>Offertory Counters</b> Richard reported that a group of members has already had some training and hopes that by the next PCC meeting training should hopefully be completed.</p>	<i>RM</i>
10	<p><b>Reports from PCC sub committees for fund raising</b> The PCC agreed in principle to Roger's proposal for a Beer Festival. Matthew had no objections and felt it was a positive move away from the stereotyping of the Church. Roger reported that a Church in Horseforth holds an annual festival raising a large amount of money for the Church. He also felt that family members could be encouraged to help and may attract people 'on the edge of the Church'. Roger said he was hoping that the Beer Festival would go ahead in around twelve months time.</p>	<i>RE</i>
11	<p><b>Toilet Refurbishment</b> Richard reported that most of the interior work is done; hand driers have been fitted. A cupboard in the Gent's toilet is still to be completed. The container will be off site on Friday. The 'Grand Opening' will be on 3<sup>rd</sup> October, which will be Harvest. Letters have been sent to Grant Bodies inviting them to the opening after the 10.15 service when there will be a Faith Lunch provided by the congregation. Members discussed suggestions for food and Glenys agreed to make a list of suitable food and how it should be prepared and stored with regard to food hygiene regulations. Glenys also agreed to organise a team of helpers. It was decided to pay for caterers to provide gateaux. It was discussed as to whether it would be appropriate to use the left over money from the toilet fund to provide wine at the lunch. Glenys suggested a bar, this was seconded by Cherry. Roger opposed the motion. Roger and Dianne thought we should celebrate after all the hard work and pay for the wine. An amendment was proposed by Roger, seconded by Dianne and unanimously passed that any expenses should come from the General Hall Fund. Roger also proposed that any money left over from the toilet fund should be used to update the back-room toilet. This proposal was</p>	<i>GK</i>

<b>Ref</b>	<b>Action</b>
<p>seconded by Glenys and passed with one abstention. The faith lunch will be mentioned in Church and advertised in the magazine. Roger said that we are grateful to Robert Beaumont and Richard for all their hard work without which the opening of the toilets would not be going ahead at this time. Matthew thanked Richard for all the hours of work that he had put into the project. Christine James agreed to write to Robert and Anne to thank them on behalf of the PCC. It was agreed to give Robert and Anne a meal voucher in appreciation at the official opening.</p>	<b>CJ</b>
<p><b>12 Public Entertainment Licence</b> Richard expressed his concerns regarding the need for a licence and said it was a risk for the PCC as there have been issues in previous years. Richard said he would speak to Graham Readshaw as the pantomime will be held in December.</p>	<b>RM</b>
<p><b>13 Hall Repair</b> Richard reported that there has been damage to slates on the hall roof as a result of an attempted theft of lead. He also reported that this damage has been repaired and Smart Water has been applied. Hopefully the decorating will take place next week. Richard said we have taken all precautions regarding theft but should consider having a notice stating that there is no lead on the roof. He also mentioned that he had noticed a small area of damp in the lobby area at the side of the hall.</p>	
<p><b>14 Church Precincts – Bins</b> This has been dealt with earlier.</p>	
<p><b>15 Booking Chart for Church</b> There is now a chart in the vestry for people to record events that are happening in Church.</p>	
<p><b>16 Organ</b> Matthew reported that the temporary repairs to the bellows were now causing concern as they are ‘hissing again’. It had previously been agreed that the issue of repairs would be re-visited once the toilet fundraising was completed. It was unanimously agreed to ask Julia Tum to investigate grants for the organ. Richard said there is money in the Fabric Fund, which is a restricted fund but could possibly be used for the organ repairs. Richard will look into this possibility before asking Julia. The Organ Bellows Fund is now open due to a donation from Graham Rayner who donated his fee back to Church to start the fund. Christine James will write to thank him on behalf of the PCC</p>	<b>RM</b>
<p><b>17 Correspondence</b> Preliminary Notice of Diocesan Synod to be held on Saturday 16 October at St Catherine’s Church Wakefield from 9.30am – 12.00am</p> <p>Theology and Society – a Publication from Wakefield Social Responsibility Group.</p> <p>Mara information from Oriel Kelly. A Tanzanian news article on the fight against HIV/AIDS and an invitation for parishioners to attend a ‘Special Mara Celebration Service’ in Wakefield Cathedral on Sunday 24<sup>th</sup> October at 4.00pm at which Bishop Hilkiah will attend..</p>	
<p><b>18 Electoral Roll</b></p>	

Ref		Action
	Nothing to report	
<b>19</b>	<p data-bbox="204 179 478 217"><b>Health and Safety</b></p> <p data-bbox="204 217 1324 403">Barbara asked who was now responsible for Health and Safety as the 'PAT' testing is overdue. Matthew said that Fran and Laurence Dowson were the named persons in the policy document. It was decided that this needs clarification. Christine James will write to Fran and Laurence to clarify the situation.</p> <p data-bbox="204 403 1324 481">Richard asked where the incident book was kept, as there was an incident that needed recording. Matthew said this was to be found in the vestry.</p>	<b>CJ</b>
<b>20</b>	<p data-bbox="204 510 383 548"><b>Core Group</b></p> <p data-bbox="204 548 1324 772">Matthew reported that the Core Group had met and discussed pastoral care/visiting issues. He also said that the 'Y Group' meetings would now only go ahead on Tuesday mornings at St Matthew's. A second venue had been arranged for evenings in the Globe public house but there had been a misunderstanding over the booking. Unfortunately the proposed evening has been booked for an Alpha Course held by the Elim Church.</p>	
<b>21</b>	<p data-bbox="204 801 558 840"><b>Missions and Charities</b></p> <p data-bbox="204 840 1324 918">The PCC had sight of the minutes of the Mission and Charities meeting held on 7 September. It was agreed that monies could be distributed.</p>	
<b>22</b>	<p data-bbox="204 947 319 985"><b>Finance</b></p> <p data-bbox="204 985 1324 1355">Richard reported on his Treasurer's report and summarised balance sheets of accounts which he had prepared and of which members had sight. He said that the revised projected deficit for the Church is £7,900. Richard also said that following the insurance report extra fireproofing has been carried out to the mower store. Paving Flags in front of the Hall have been laid and these should fade in time to match the Hall. There are no gaps for plants, as previously suggested, as leaving gaps could enable the flags to be removed more easily. Richard reported that we have new Hall bookings from Sure Start. He requested that these group letting should be advertised and that we should support groups who like our facilities.</p> <p data-bbox="204 1355 1324 1400">Richard will put copies of the Financial Reports on the Church notice board.</p>	
<b>23</b>	<p data-bbox="204 1496 414 1534"><b>Hall Bookings</b></p> <p data-bbox="204 1534 1324 1579">Copies of September bookings have been distributed</p>	
<b>24</b>	<p data-bbox="204 1653 494 1691"><b>Dates for the Diary</b></p> <p data-bbox="204 1691 1324 1736">Woodhouse Carol Concert Thursday 16<sup>th</sup> December 2010 9.30am</p>	
<b>25</b>	<p data-bbox="204 1798 510 1836"><b>Any other Business</b></p> <p data-bbox="204 1836 1324 1904">Roger said that we needed the PCC minutes books from Soo Sykes. Matthew said he would call to see her.</p> <p data-bbox="204 1904 1324 2016">Christine James said that she would like someone to take over her role of Child Protection Officer. She said she wanted to concentrate on and develop her role as PCC secretary.</p> <p data-bbox="204 2016 1324 2128">Christine Whittaker mentioned the Treasures Revealed Festival and said that whilst she was on duty, visitors had travelled from Dewsbury and Pudsey. Matthew said that there had only been small numbers of people visiting but</p>	

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there had been good feedback.

**26 Date and time of next meeting**

The next PCC meeting will be held on Thursday 21st October in the back room at 7.30 prompt.

The meeting closed at 9.35 with the Grace

Christine James  
PCC Secretary