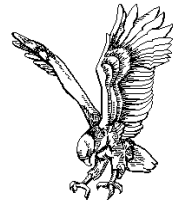


Parish of St. John the Divine – Rastrick



Vicar: Rev Matthew R Pollard
1 Vicarage Gardens, Rastrick, Brighouse, West Yorkshire HD6 3HD

Telephone: (01484) 713386

Minutes of the meeting held on Wednesday 20th July 2011

Present:

Rev. Matthew Pollard (Chairman)	Graham Readshaw	David Marshall
Rev Stephen Hannam	Simon Day	Hilary McCarthy
Christine James (minutes)	Jane Foley	Barbara Rukin
Alan Hoggard	Trevor Lewis	

Ref

Action

1 Opening Prayer
Rev. Matthew Pollard led the meeting in Evening Prayer – Ordinary Time including a reading from Luke 18: vs 15 – 30 read by Trevor Lewis.

2 Apologies for Absence
Apologies were received from Glenys Kendall, Christine Whittaker, Dianne Bates, Soo Sykes and Roger Ellis.

Minutes of the 15th June Meeting

3 Rev Matthew Pollard proposed that the minutes were accepted. These were passed with one abstention from a member absent at the last meeting. Matthew Pollard signed the minutes, which can now be published.

4 Matters Arising from the above

Item 9. Rev. Matthew Pollard referred to the issue of the diocese commission proposals for the new diocese explaining that boundaries need altering as populations alter. There will be no increase in the number of Bishops, Calderdale and Kirklees will have its own Bishop. There will be one less Archdeacon. Discussions will continue over the summer before feedback and firm proposals are decided.

Broken window in Church Hall. The broken window in the ladies toilet has now been repaired. It had been identified that the toughened glass in the window had been fitted on the inside and that other window units need turning. Graham Readshaw will follow this up with Robert Beaumont to ascertain if this has been done.

Photocopier An electrical fault on the copier is in hand. Graham Kelly is to check the fault.

Pig Race 7th July. Thanks were given to David Williams and Stephen Broadbent who helped along with Matthew and Julia Tum at Leeds Metropolitan University Carnegie Faculty's Celebrations with the 'Pig Race'. This event raised £61 for Church funds.

GR

5 Art Weekend

Barbara Rukin reported that she had contacted Matthew Evans regarding the art show on 12th November, which he is working towards. Contact will be made again in September. More people will need to be co-opted and an entrance fee will be considered.

BR

6 Correspondence

Mission and Charities report. Matthew commended the minutes of the Mission and Charities committee, which took place on Tuesday 28th June. The council had sight of the minutes, which set out the allocation of monies to a number of charities. Matthew declared an interest in one of the charities, 'Friends of Butoke' of which both Matthew and Adriane are trustees. The proposed allocation of monies was passed unanimously. It was suggested that the allocation of monies should be published in the Parish magazine to encourage giving and explain about the different charities to which the money is donated. Humanitarian, religious charities both local and overseas are supported. Matthew explained 'Christian Initiative in Calderdale Schools' (CIS) in which Junior school children in the Parish, who are leaving to go to High school, are given a book 'Moving On'. The Junior Church wants to continue supporting the Forget-me-not Trust and Laura Crane Trust.

Towards Good Practice. Letter received from the Diocese offering practical support and advice when working towards safe practice in our churches. Information is directly related to children and young people but also guidance for safe practice in Church. Christine James will speak to Junior Church leaders to ascertain if they want to take up the offer.

CJ

Email from Soo Sykes re: waiting lists for Brownies. As waiting lists for Brownies increase, particularly at St John's, one of the options would be to open further units. As St Matthew's already have two Brownie and Guide units it may be necessary to look elsewhere to accommodate extra units. Matthew will contact Soo to discuss this issue, it was noted St John's Hall is vacant on Friday nights.

MP

7 Treasurer's report /Finance

Matthew reported on decisions made at the Finance Committee Meeting held on 7th July regarding action to be taken with regard to the Management Letter received from the Independent Examiner. Matthew pointed out that although the Finance Committee had dealt with this matter it was the PCC's responsibility and each council member was entitled to make representations. Matthew set out the decisions made.

1. Banking arrangements will change. Margaret Ellis will bank monies from Sunday counting early each week. Other monies will be left in the safe for the Treasurer. The treasurer will bring in and put in the safe any other monies sent directly to him. David Marshall will bank monies when Margaret is unavailable.
2. No petty cash accounts will be held. Flowers will still be financed as before through Christine Wilson.
3. Money to be placed on deposit for interest. Only keep working float of money in Current Account (non interest account). This amount is still to be finalised.
4. Amalgamate Church General Funds. Unrestricted funds from old accounts, 30 – 40 years old, have in the past been kept with their own identity. Matthew proposed unrestricted named funds be amalgamated to General church funds. This was passed unanimously.
5. Mission and Charities Accounts are still to be kept separately.

Richard's replacement as Treasurer was discussed and the need to formulate a job description. The Finance Committee will discuss this matter and report back with a list of job requirements to be discussed at the September meeting. New software packages will be discussed when a new Treasurer is found.

8 Organ Fund

Ref**Action**

Andrew Carter has been instructed to carry out the repairs to the bellows. Two quotes had been received for the repairs which were identified as 'like for like' quotes. The Archdeacon has confirmed that no faculty is required and has given permission for the work to be carried out. The work will begin on 25th July and the organ will be out of commission for two Sundays.

9 Fund raising/ Reports from sub- committees

Hilary McCarthy reported that planning for the Beer Festival was ongoing. Eighty businesses in the area had been targeted and some promises of sponsorship have been received. An up-dated progress report will be published in the Parish magazine.

11 Electoral Roll

Nothing to report

12 Health and Safety

The PCC had sight of a summary of risk review for the Church that had been compiled as a result of a meeting on 15th July between Barbara Rukin, Simon Day and Laurence Dowson. They will meet again to discuss compiling a Health and Safety policy for the Church Hall. Barbara will approach 'HIC' to request a design and cost of fitting a handrail to the chancellery steps and the Lady Chapel before applying for a faculty. The PCC gave their approval. Barbara will also ask 'HIC' to look at other jobs on the list and also to ask the Music Group to tidy music equipment. It was agreed that refresher training for the PCC should be an annual event and Barbara will arrange with Laurence to attend October's meeting. Matthew thanked Barbara and Simon. It was mentioned that interference on the sound system in Church was a concern and had been commented on by a Baptism party.

**BR/S
D**

13 Child Protection

Christine James reported on Child Protection Training she had attended at Church House on 12th July. The main issues were on 'safe practice' and promoting safeguarding in all areas including hire agreements and pastoral care. The criteria for CRB checks remain unaltered.

14 Dates for the diary/fundraising

10th Sept Afternoon Tea (Mothers' Union)
 25th Sept Parish Lunch
 20/27th Sept, 4/11 October – Harvest Lunches
 30th Sept/1st Oct – Beer Festival
 2nd Oct Churches Together, Harvest Festival
 8th Oct Prayer Breakfast – Upper Edge (moved from 15th)
 12th Nov Art Exhibition
 19th Nov Table Top Sale
 1st Dec Christmas Lunch
 Beginning 5th December – Pantomime
 17th Dec Carol Singing
 18th Dec Accord Singers Concert

Hall Bookings

August bookings from Rod have been received and circulated to members.

15 Any Other Business

Seven members of St John's attended the weekend at Perceval Hall. Another

Ref**Action**

weekend away has been arranged for 24th – 26th September 2012.

16 Dates and time of next meeting

The next PCC meeting will be held on Thursday 15th September in the back room at 7.30pm.

The meeting closed at 9.30pm with the Grace.

Christine James
PCC Secretary