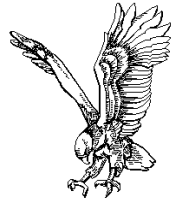


Parish of St. John the Divine - Rastrick



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

Telephone: (01484) 713386

Minutes of the meeting held on Wednesday 19 May 2010

Present:

Rev. Matthew Pollard (Chairman)
Rev Stephen Hannam
Christine James (minutes)
Graham Readshaw
Dianne Bates

Roger Ellis
Alan Hoggard
Richard Mason
Christine Whittaker

Simon Day
Hilary McCarthy
Barbara Rukin
Pat Lee

1. Opening Prayer

Rev. Matthew Pollard led the meeting with Evening Prayer for Easter Season including a reading from 1 John 3: vs 1- end read by Hilary McCarthy.

2. Apologies for absence

Apologies were received from Soo Sykes and Glenys Kendall

3. Minutes of the 15 April 2010 meeting

The minutes were accepted with amendments to dates and were agreed unanimously and can be published. Matthew signed the minutes for the Minutes book.

4. Matters Arising from the above

Photocopier: As the copier has now been moved onto the stage, in preparation for the toilet work, it is not possible to ascertain whether it is still working.

Scout Parade: Matthew is to arrange a meeting with the organisations with regard to reviewing of parades.

Action MP

Church Cleaner: Roger has arranged a meeting with Tina next Monday 24th May.

Church Photos: The feasibility of producing Easter Cards/Christmas cards using photographs taken from around Church was discussed. Dianne Bates was concerned that the sale of these cards would take away profit from Tradecraft, as Christmas cards are a big seller. Roger Ellis agreed that there would be an element of competition but maybe the photos could be used on the cover for the music CD and cards could be sold alongside the CD.

Barbara Rukin recalled that a sale of cards for Church funds had been discussed in the past and that the PCC had at that time decided against the proposal on the grounds that it would be in competition with tradecraft. Graham Readshaw agreed to get some prices and maybe a trial run could be produced. The proposal was agreed in principle. This was proposed by Roger Ellis and seconded by Barbara Rukin. There were 11 in favour, 1 objection and 1 abstention.

Action: GR

Car Park: Matthew will send a letter to the 'anonymous donor' thanking them for the donation for the car park.

5. Minutes of the 25 April 2010

The minutes were accepted and can be published. Matthew signed the minutes

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Matters Arising from the APCM

Publication of minutes before the next meeting

No matters arising.

6. Toilet Refurbishment

The PCC had sight of account sheets Richard Mason had prepared. At present there is a shortfall of £1965 in the toilet fund. The Toilet committee has met and is mindful of tying funds into the toilet fund. There are still some fund raising events to take place (bag packing) but they will be for general funds as these are un-restricted funds and could be used to 'top up' the Toilet Fund. There was a meeting with the contractor last Friday. Roger Ellis said that tolerance would be needed over the next 4/5 weeks as work starts to remove plaster in the Church Hall and that volunteers would be needed to help prepare the Hall. There will be a lot of dust around so items need to be stored in cupboards and the cupboards taped up. As work is being done areas will be screened off with access to the toilets whilst de-humidifiers are in place. Roger said that damp levels in the hall are over the acceptable level so therefore the plaster needs to come off and the walls need to dry off before re-plastering. The provisional date for work to start is 1st June. The Blood donors will be contacted regarding the restricted area in the hall whilst the work is in progress.

The PCC agreed that any further monies raised would now go to General Hall Funds.

Barbara Rukin asked about winding up the 'Sponsor a Stone'. Richard agreed that funds would now be wound up. Barbara agreed to put a 'thank you' in the magazine including the amount raised.

7. Correspondence

- 1 Preliminary notice of Diocesan Synod 16 June 2010
- 2 Diocesan Celebration at Nostell Priory 13 June 2010. It was decided to promote this event in the news letter/magazine and on the website.
Action AH to co-ordinate cars
- 3 Diocesan Environmental Policy.
Action The Core Group to look at our policy
- 4 Calderdale Festival and Faith Trail September 2010. A nine day festival and four week faith trail when places of worship/churches will be open to the public. Information meeting Brighouse Civic Hall 23rd June – 6pm. Matthew and Stephen Hannam have already arranged to attend the meeting as St Matthew's Church has already registered an interest. Conference re Faith Heritage at the Heath Centre Halifax 24 June 10.00 – 2.30pm. A decision as to whether to be involved will be made after the meeting.

8. Election of representatives on the following committees/positions

HIC	Barbara Rukin
Scout Group	Christine Whitaker Alan Hoggard
Missions and Charities	Dianne Bates, Richard Mason, Christine Whittaker, Matthew Pollard, (non PCC members: Margaret Ellis, Oriel Kelly)
Electoral Roll Officer	Richard Mason
Finance Sub Committee	Matthew Pollard, Richard Mason, Graham Readshaw

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Roger Ellis

Churches Together Barbara Rukin (non PCC Doreen Davis)

Offertory Counters Richard Mason, Christine James, Roger Ellis, Graham
Readshaw, Christine Whittaker, Simon Day, Pat Lee, Cherry
Fancourt (non PCC Norman Lake, Raymond Raine)

(Meeting to be arranged with all offertory counters to make them aware of all procedures. Rota to be drawn up)

Action: Richard Mason

Worship Leaders Group Matthew Pollard, Alan Hoggard (non PCC Pam
Dimbelby, Glen Tatton, Norman Lake)

Growing Together in Rastrick Barbara Rukin (non PCC Doreen Davies)

9 Electoral Roll

No Change. Richard has sent annual declaration to Church House.

10 Core Group

St John's core group members are to meet with members from St Matthews Church at the Parcevall Hall weekend where they will discuss and organise the Y Group Evangelistic program to be held in the autumn.

Away day in June.

11 Junior Church

Thanks were given for the service led by the Junior Church last Sunday.

12 Child Protection Policy annual review

The existing policy was reviewed and approved for another 12 months. Christine James said that we were still awaiting further instruction from Church House regarding the implementation of the new procedures that will come into force in July. Christine said that most people who needed CRB checks had completed their applications but there were still a few people who seemed reluctant to fill in the forms. Christine will monitor the situation and liase with Matthew.

Action CJ

13 Treasurer's Report

Richard Mason presented the account sheets of which members had sight. He reported that this year we have had a generous legacy. If we hadn't received this gift, income would be down. Contractors have been called to investigate the leak in the roof of the Church. They have reported a loose slate. Two estimates to repair the damage plus clearing the gutters have been obtained. Both estimates are for £850. One estimate includes VAT the other does not. Richard will ask for more details. Graham Readshaw asked if there was any possibility that the tile could have been dislodged in bad weather in which case the damage could be covered by our insurance. Richard will ask for the contractors' opinion.

Richard reported that the Church Hall was showing a surplus. We now have money from the insurance company for the stolen flags. Work on replacing them will start the 1st week in September. Graham said that he was talking to the Blood Donor's with regard to the disruption in the Church hall and was hoping that they would still use the hall whilst the work was being

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done. He said they might decide to have portaloos outside the hall. Graham said the PCC should be aware that there may be a loss of income.

Richard reported that the finance return and accounts had been sent to Wakefield and the calculation of Parish Share is to be sent to Wakefield.

Richard passed around schedules to show how accounts compared with the budget. It showed a gap in finances. Richard said that serious effort is needed to avoid a deficit. In previous years the Church has had one or two windfall events. He has looked at expenditure and cannot find any savings. It has been a good year for the Hall. The forecast may need to be re-addressed regarding any loss of income from the Blood Donors. Fund raising events need to be addressed with an appeal to the Parish to support us. Various fund raising events will take place and members of the PCC will help to organise them. Sub groups will be formed and the events will be:

Parish Gift Day: Matthew involved and members of the congregation. Volunteers from the PCC: Barbara Rukin, Roger Ellis, Hilary McCarthy, Glenys Kendall

Encouragement of Regular Giving: Maybe consider the Parish giving Officer's Scheme. Those involved: Finance Committee, Alan Hoggard, Stephen Hannam, Cherry Fancourt.

Thank you letters: Richard Mason, Pat Lee, Christine James

Marketing the Church: Matthew Pollard, Soo Sykes, Dianne Bates

Promotion of Church Hall; Simon Day, Graham Readshaw, Christine Whittaker

Action Sub Groups to meet and report back to next meeting

14 Growing Together in Rastrick

Barbara reported that the new date for the Celebrating Rastrick event would be March 25 – 27 2011 as the previously arranged date clashed with Mothering Sunday. She also reported that a representative of the Elim Pentecostal Church (that now meet at St John's) had been attending meetings, making representatives from 5 churches meeting together.

15 Policy regarding Wedding Flowers

Matthew reported that Christine Wilson requires direction regarding flowers for weddings. It was noted that contact with wedding organisers/brides, could be a task for the new 'Marketing the Church' group. A charge towards the cost of flowers was discussed and it was noted that usually the wedding party will organise and pay for their own flowers. It was suggested that a donation towards the cost of £25+ may be acceptable if the wedding should benefit from flowers already in place.

Action: Marketing of Church group

16 Chalice Bearers

Matthew said that the rota for Chalice bearers was down by two people as Moira had not been replaced and Muriel was retiring. He asked the PCC to think, between now and October, who may have a calling or who they might suggest for this responsibility. October is when the block is sent to the bishop.

Action: PCC **Agenda item for October**

17 Repairs to the Wine Jug

Graham said that the silver wine flagon used to fill the Chalice was leaking. This jug is 98 years old and was given to St John's from an unknown source. An estimate of £71.75 for

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repair had been obtained. The base of the jug also requires a new silver base, which would incur a further cost of £401. Matthew asked if we really needed to spend money on a jug when we didn't know where it had come from. Matthew proposed that we buy plain glass cruets as replacements. The Verger will be asked to get quotes for replacements. It was agreed unanimously that the silver wine flagon would not be repaired. Barbara asked if we could sell the other flagon used for water. The Archdeacon will be contacted to ascertain the correct procedure. Stephen Hannam will help Muriel with quotes for the new cruets.

Action: SH **Agenda Item:** June

18 Donation to Accord Singers

Graham asked the PCC for their views regarding a donation to the Accord Singers as a thank you for helping with our fund raising. He said they came voluntarily and raised £600 for the toilet fund. Alan said that it would be difficult to decide how much to give and asked if they had any expenses. Simon Day said maybe we could write thanking them and offer the possibility of a joint fundraising event in the future. Christine James will write.

Action: CJ

20 Dates for the Diary/ Next Year's Meetings

Working Men's club evening 19th June 2010

December's meeting was discussed. Richard said that in the past the December meeting was when the Budget was approved. It was decided that as December is such a busy month there will not be a scheduled meeting and the budget will be approved at the November meeting.

21 Any other business

Roger asked for a meeting of Offertory counters. This was agreed.

Action: RM

22 Date and time of next meeting

The next PCC meeting will be held on Wednesday 16th June 2010 in the Sturrock Room at 7.30 prompt

The meeting closed at 9.50pm with the Grace.