

St Peter and St Paul, Blandford Forum

Our Mission: **Transforming our Community, one life at a time.**

Our Vision: **Growing and Nurturing Disciples who are Confident, Connected and Compassionate.**

Minutes of PCC meeting held on 30 November 2017
at 7.30pm in the Parish Centre

Present: Revd. Neil Robertson (NR), Dan Roberts (DR), Barbara Curtis (BC), Carolyn Telford (CT), Clive Newlin (CN), Chris Curtis (CC), Rodney Smith (RS) and Graham Poynter (GP).

NB: 1/3 of full PCC members need to be present for the meeting to be quorate. 6 of 12 PCC full members were present at the meeting.

1. **Opening Prayer:** DR, as Lay Chairman, opened the meeting in prayer
2. **Apologies:** Revd. Canon Jonathan Triffitt (JT), Heather Stringer (HS), Sophie Crompton (SC), Anne Shire (AS), Philip Whitcomb (PW), Anita Roberts (AR), Sara Loch (SL) and Pat Ellen (PE)
3. **Minutes of Last PCC:** The minutes of the PCC meeting held on Thursday 19 October 2017 were agreed and signed as a true record.
4. **Matters arising from the minutes of 14 September 2017:**
Christmas Card: Flowers have been sent to AV and a note of thanks has been received.
Organisational Structure: NR gave some background information to the organisational structure notes.
5. **Correspondence:**
Parish Reform Data Protection: Agenda item for Jan/Feb next year
Surviving Winter Appeal: Bishop Karen's charity - Donations received online by midday 5 December will be doubled
6. **PCC Priorities for 2018:**
This item was postponed due to the high number of absentees.
7. **AOB:**
Terms and Conditions for Church Hire: The terms and conditions had been drawn up based on Centre bookings, ABW School Hall hire and a church in Salisbury. Concern was expressed that more efficient Ts and Cs will create more admin work for the office, although this could be part of a Resources role if one was to be created! Action - BC to incorporate terms and conditions for hire of Church and Centre into one document with a checklist for the office. RS to send BC details of Centre charges.
A Church Near You website: has been relaunched as part of the new Church of England website. Details of Christmas services in Blandford will be uploaded.
8. **Safeguarding:**
Generally this was felt to be a positive report with aspects to improve on. It was thought that a photoboard would be useful and that Keynotes should hold

information on Safeguarding. There was further discussion about publicising the role of PSR and whether it needed to be an Admin Manager role. DR requested it be an agenda item for January and later in the year an agenda item should include an audit of the current situation with volunteers.

No safeguarding issues to report.

9. **Reports:**

Financial Report:

Wardens Report:

BOILER

- Proposal – The boiler in Church should be fixed at a cost of £3,000 + vat. CC proposed, CN seconded and all agreed.
- Discussion of whether any compensation, or part return of fees, could be claimed as the boiler has not been serviced properly in the past despite service agreement being paid.
- Important to get a good maintenance programme set up for the future.

LINEN

- Proposal – Archdeacon should be approached for permission to dispose of the unwanted linen. RS proposed, BC seconded, all agreed. BC requested that the linen be used for worship assemblies and RE resources at ABW School and Milldown School. Any linen not used would be offered within the diocese for a few weeks and then disposed of. All agreed.

Centre Working Group:

- Change of name agreed. Thanks to NR for collecting the paving slabs for use as base for the shed.
- Possible budget considerations for 2018 – new hand dryers and wood chippings are the priority for the Centre, and it was suggested that further consideration be given to a remodelling of the kitchen to include a new double oven and a dishwasher.

Cupola Project:

- Georgian Society Awards – runner up in the Georgian Object category.
- Faculty will need to be applied for by the PCC for removal of the back pews and part of the dais.
- Concert – The committee was seeking permission from the PCC to investigate further the details and costing for a concert in 2019. However the PCC felt it was not appropriate to proceed at the present time.

Deanery Synod:

- Debbie Orris had explained her role and led a discussion on discipleship.

10. **Next PCC Meeting:** 18 January 2018.

11.

12. **Closing Prayer:** DR closed the meeting with prayer at 9.40pm

2018 Meetings:

8th February, 8th March, 12th April, 10th May, 14th June, 12th July, 13th September, 11th October, 8th November