**St Mary & St Melor PCC**

**Minutes**

**16th June 2021, 7.30pm**

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| **Item** | **Item** |
| 1 | Prayers |
| 2 | Present: DA, SM, TPJ, RD, JL, BM  Apologies: JS, LC |
| 3 | Declarations of Interest: None |
| 4 | Approval of Minutes  18th and 24th March – signed as a true record. |
| 5  5.2  8.2  9.2  11.2 | Action updates  BM to look in WH office for paperwork and on website re: warranty documentation for Sarum Roofing work on WH last year - ongoing  BM to contact insurers regarding inclusion of the Friends activities in the PCC’s public liability cover. JS to let Jan Swindlehurst know – The Friends are now on our public liability insurance. BM to find the email confirmation and copy into minutes.  BM to email Michael Nottage to ask if Salisbury Chamber Chorus can offer a date for a concert after 21 June – Now has to be post 19th July.  With the extension to lockdown there will not be ringing on 21st June, maybe 19th July? |
| 6  6.1  6.2 | Safeguarding  A youth had asked to practise the organ. It was felt that, due to his age, it was a safeguarding decision not to grant permission, as well as in this current climate with sanitising.  Safeguarding officer training has been completed by RD.  DBS checks are available on a data base which RD can access. |
| 7  7.1  7.2  7.3 | Health & Safety  Sticking to Covid restrictions and risk assessments are being followed.  The church is sanitised after services.  Electric heater brackets coming away from the wall. |
| 8  8.1  8.2  8.3  8.4 | **Finance and Stewardship**  Treasurer report – LC submitted, thank you.  There are a lot of payments still to be made.  What is the interest on the £50K loan from the Diocese?  SM said that, from the Deanery Synod, some churches have been paying part of their share. We need to contact the Diocesan Board of Finance, cc Archdeacon and Rural Dean, to say we will be unable to pay the share. (BM)  Money coming in – DA to thank in pew sheet. (DA)  Website - link to just giving needs tweaking to read Amesbury Parish Church (rather than St Mary & St Melor). (RD)  Annual accounts need to be loaded to charity commission site. (BM)  Annual accounts also need to be sent to the Deanery Synod treasurer (David Ferguson) – LC to send.(BM)  Flower budget – flower arrangers to hold funds and give receipts to LC – Liz Barnes emailed DA – only 6 people helping with flowers – would like to purchase silk greenery and flowers (£200), also Mothering Sunday, Easter, Harvest and Christmas they would like a budget for fresh flowers. Agreed to give £200 for silk flowers plus a suggestion of an extra £200 per annum for fresh flowers, asking for clarification if this is sufficient.  They will be asked to keep individual receipts and submit them to LC (treasurer).  Electoral Role Letter – Stewardship – we have had some positive responses to this in donations and increase of giving. |
| 9  9.1  9.2  9.3  9.4  9.5 | **Fabric and Fundraising**  Architect visit  Emma did a walk around the church to discuss possible reordering the church – kitchen, toilet, entrance; possibly build structure outside transept. Emma will do a feasibility study which will include drawings. +Andrew has said we need to consult with the community to ask what they would like. DA is meeting with Emma and the Archdeacon early July to further discuss possible plans.  Need to locate keys to the old boiler shed.  Electrical inspection - work has been done.  WH 200 club has ceased.  Wyndham Hall – actions timeline  Had a special PCC meeting with Archdeacon  Written to WCC in response to the nomination of the WH as an asset of community value explaining why we feel that this is not necessary,  Written an open letter to explain the rationale of the PCC for marketing the WH – this has been sent to Anne Bush (WHAG), sent to electoral role members, will be published in the Stonehenge Trader, Website.  Charities act valuation report.  Once the finance committee ratify the permission for us to market the hall for sale then we must instruct agent to market WH – this will include all the recommended inspections – all present agreed. This will be paid for from WH account as long as the money is available.  BM to email copy of letter to John Glen, following his ‘View from the Commons’ in the Salisbury Journal, cc Archdeacon, +Andrew. |
| 10  10.1  10.2  10.3 | **Mission and Outreach**  Reopening of church  Next steps – Wednesday 11am 16th June – first one today.  Funerals - two have taken place  Weddings – two booked  Baptism – a few booked  Opening for private prayer / visits - wait for government guidance and restrictions lifted  Cleaning rota – BM has a list of volunteers and will arrange rota when needed.  School link – DA does virtual collective worship, ex-officio foundation governor, PHSE, well-being governor (asked for prayers for the school) – teachers under immense pressure. |
| 11  11.1  11.2  11.3  11.4 | AOB  BM to resend email to Emma (architect) re leak in church gully  Reports – what reports are needed?  Finance, School, Fabric, Friends – include monthly and record nothing to report.  Ratification by Board of Finance – 18th June  All decisions made by email need to be recorded in PCC minutes – it is everyone’s responsibility to highlight this at meetings. |
|  | Grace – meeting closed 21.55 |
|  | Agenda item for next meeting – pull together all outstanding and possible financial commitments. |