



PARISH OF GREAT BERKHAMSTED

Meeting of the Parochial Church Council to be held in The Lady Chapel
on Tuesday 28th February at 8pm

Revd Canon Tim Pilkington was in the chair.

Present: Julian Dawson, Stephen Lally, Penny Fray, John Abbott, Jane Bartholomew, Kate Hennessey, Tim Hennessey, Richard Hackworth, Fr Simon, Christopher Green, Jonathan Lee, Hilary Elliott, Carole Dell, Barbara Groet, Amanda Newman, Prunella Murray

A G E N D A

1. Prayers
2. Apologies: No apologies given
3. Notification of matters for consideration under Any Other Business - None
4. Approval of Minutes of the PCC Meeting held on 22nd November 2016: The minutes were approved as an accurate record and signed
5. Matters Arising
6. Standing Committee Reports –
7. Committee/Group Reports
 - **Finance Committee:** The draft report is going ahead as it is laid out by Richard. There was a query over the little fishes proposed budget from £100 to £600- Richard will see why. The three resolutions set out in Richard Hackworth's report were all approved unanimously.
1.If it has been possible to circulate the 2016 Trustee Report signed off by Hillier Hopkins in time for this PCC, to approve the draft 2016 Trustee Report and Account.
2.To approve the proposed 2017 PCC financial plan.
3. To approve donations of £1000 to People not Borders and £300 to DENS)
The representatives from People Not Borders have asked Tim Hennesey if they could report on how the funds raised have been used. A homily slot will be found for them to present their work. The rector has suggested it might be prudent to have a stewardship push in the Autumn term.
 - **Buildings Committee:** A list of things that are ongoing was circulated by CG. The lighting scheme is still ongoing, there is a hopeful successor to Blair's, but there is also another potential contractor. We need to be aware of exchange rate issues causing an issue with costs.
£3450 is the quote from a contractor for dealing with the pigeon infestation. Another two quotes are needed. Once these have been obtained, the decision over which to go with will be a standing committee decision. Lex is going to ask about the use of a hawk from Berkhamsted school.
Following discussions in PCC and buildings committee, CG has written to Mike Dales about the work in the St Catherine's chapel (re-glazing and the work to the roof).
The fire alarm in the courthouse is out of date, the quote for the updated system is £8,635. Other quotes could be obtained, but the group is unclear about the legal requirements. The decision will be reported in May's meeting.
 - **Pastoral Group:** The group is busy with its various duties.
 - **Courthouse Group:** Met in January and agreed that it wouldn't be appropriate to raise costs for hiring the facility at this time. Partly due to the current state of the facilities in the courthouse, a review of these has been carried out. It is becoming clear that a full refurbishment and re-ordering of the Court House should take priority over other Buildings activities at the moment.
9. Communications Officer

Communications has improved and the website has been overhauled by Robin McMorran. The pew email will soon be sent out via Mail Chimp to ensure that data protection regulations are being adhered to

10. Vision Day

Hilary has produced another update of what has been discussed. The Social Committee are addressing both inward and outward facing activities.

11. Copyright

Jon is still doing some research and work on this, when he has some ideas and has discussed with Hilary he will provide some basic thoughts in a paper to be circulated before the next meeting.

12. Church of England Pastoral Measure

The team council has now approved a revision of the Schedule relating to the Team Council scheme. Tim Hennessey proposed a draft of this scheme be sent to the APCM, seconded by Richard Hackworth. Approved unanimously.

13. Approval of distribution of sacrament for ill and infirm

Caroline Waterstone was approved for this ministry.

14. Easter Youth Activities

People Not Borders approached us asking for use of the courthouse and graveyard for an Easter egg hunt and children's activities. The proposed date for this was the 15th April, but this is the same date as the Easter activities for children that we are running and we are reluctant to lose people from one to the other.

There is a thought that we instead suggest that they take part with a potential fun day/tea/teddy bear slide in the Summer to help raise money for their charity. This suggestion will be made to the charity (Sunday 2nd July is a proposed date for this to coincide with Fr Simon's first Eucharist).

15. School Governor Vacancy

Etienne has left leaving a governor vacancy at Thomas Coram. It would be useful to find a replacement with some financial knowledge.

16. Diocesan & Deanery Synod Meetings

Deanery synod elections will take place at the APCM. Carol, Richard and Alan will continue to. Jane will step down, with thanks for her service.

17. Vetting of Child & Youth Activities for the Insurance Policy

This agenda item will be re-labelled Safeguarding Issues for future meetings. The new policy is that the whole PCC no longer need to go to training, but will need to complete an online course. Church wardens and those responsible for children will need to physically attend training. We need to display a notice stating that we take safeguarding seriously" both on the website and in the church porch.

8. Proposals for west end.

We would need to provide a statement of need for any work that we officially propose to undertake, and a statement of significance. The questions "what is it that we want to achieve that can't be done in other ways?" is a prudent one and something that we must be clear on.

The rector suggests that we put these plans on hold whilst decisions are finalised concerning the Court House. Jon Lee suggested that we investigate the work that other churches have carried out in similar circumstances.

An architect needs to be engaged to look at the courthouse as a whole, and it was suggested that Peter McMunn could carry out this work. Penny Abbott would present a report at the next meeting that will give set out future options.

18. Date of Next Meeting – **Tuesday 9th May at 8pm in the Court House; APCM 2nd April**

19. Any Other Business

Thanks were given to Barbara Groet, John Abbott, Jon Lee, Amanda Newman, Stephen Lally and Kate Hennessey, as their term of service on the PCC comes to an end.

20. The Grace The meeting finished with the Grace at 9.20 p.m.