



PARISH OF GREAT BERKHAMSTED

Meeting of the Parochial Church Council to be held in The Court House
on Tuesday 16th October at 8pm

MINUTES

Present: Olivia Davies (minutes), Julian Dawson (secretary), Mark Grego, Fr. Tim Pilkington (chair), Fr. Simon Vivian, Astrid Biddle, Carole Dell, Hilary Elliott, David Northcott, Christopher Green, Pru Murray, Penny Abbott, Alison McMunn, Tim Hennessey, John Gerry

1. **Prayers:** St Ignatius of Antioch (Fr Tim)
2. **Apologies:** Richard Hackworth, Alan Conway, Caroline Sharman, Richard Currie
3. **Notification of matters for consideration under AOB**
 - Mark Grego
4. **Approval of minutes off the PCC Meeting 19th June 2018** – Approved and signed.
5. **Matters Arising** - None
6. **Standing Committee Reports** - None
7. **Committee/Group Reports**
 - **Finance:** Richard's reports were circulated prior to the meeting. In his absence Fr Tim reported that the Stewardship Appeal had not been a huge success and as a result Fr Simon would be the last curate we will have unless the difference can be made up. He added that last time it was not made easy enough for newcomers to be engaged with stewardship and has therefore produced a new form. This will be circulated by email and promoted by Fr Tim over a number of Sundays. Action: Sunday 25th Nov (Feast of Christ the King) 3-4 people will stand up with Fr Tim during the homily and talk about their Church giving, he will also draw attention to the new banner.
 - **Buildings:** Christopher distributed the minutes of their meeting prior to the meeting. Lighting Scheme still ongoing: light cannot be dimmed easily and cannot dim the choir lights at all. Work in St Catherine Chapel has been approved by English Heritage but deferred as a result of lack of funds. Mark Batram, the architect, indicated it would be possible to start work on The Court House roof next week and this was agreed by the PCC. This will cost £30,000. There is currently no fundraising appealing for The Court House but an application for £130,000 has been made to a major charity for work on the roof, toilets, tiled roof, new windows and an upgrade to the porch – this grant does not require matched funding. Fr Tim added that if the Church looks to be addressing the issues it makes it more attractive for potential priests.
 - **Pastoral Group:** Nothing to report, are meeting tomorrow.
 - **Court House Group:** Has not met since previous meeting.
 - **Your Berkhamsted:** From 2019 this will be a bi-monthly magazine with new content and 4 pages longer. It will be published on even months.

- Cowper Society: Christopher circulated proposed higher charges for events in St Peter's Church before the meeting. It was commented that these proposed charges were not high in comparison to other venues in Berkhamsted (Town Hall, Cricket Club). Suggestion of an education discount being available and Fr Tim gave Church Wardens discretion to waver fees in exceptional circumstances. Christopher propose the revised charges, Alison seconded and all bar one agreed.
- 8. **Outreach** - Petertide Fair was not as busy possibly due to timing of event and the hot weather. Fr Simon commented it was good to have the school choirs there but they would be better positioned in the car park or in the middle of the fair so that parents were prompted to visit the nearby stalls.
Action: donation boxes out at Festival of Light
- 9. **Succession Planning** – Tim Hennessey named those in key roles (Church Wardens, Treasurer, Head of Buildings Committee) and remarked that there are no deputies for these roles. He flagged it as a matter of urgency that we start identifying those in the congregation who may be suitable as deputies with the potential to take over in a few years.
Fr Tim added that this is a major crisis in many Churches but a church the size of St Peter's should be able to fill these roles. He encouraged the idea of multiple deputies to share the workload.
- 10. **Licensing for chalice assistant and home communion: Olivia** – Tim Hennessey proposed, John Gerry seconded and all were in favour. Richard Hackworth requested volunteers to join the communion rota for Ashlyns House.
- 11. **GDPR** – Tim Hennessey formally thanked Richard Hackworth for the work he had put into this. Committee approved the policy to be published on the Parish website.
- 12. **Diocesan & Deanery Synod Meetings** – Julian read an email from Alan regarding the last meeting. The only item on the agenda was a diocesan initiative to extend outreach with training being provided through session's title Explore, Integrate and Engage.
- 13. **Safeguarding** – Hilary described an incident that took place during a baptism (not during the Sunday mass) where it was unclear if an individual taking photos was part of the baptism party. She has emailed Hilary and Barbara to ask sidespeople and welcomers to be extra vigilant and commented that concerns need to be raised and reported promptly. Fr Tim added that if any members of staff have not had the necessary, mandatory and legal safeguarding training they cannot be under employment and this needs to be included in employment contracts. Hilary concluded by saying that we are not insulting the person if we make an accusation but simply protecting children and vulnerable adults.
- 14. **Date of next meeting**: Tuesday 20th November, 8pm in The Court House. Note the revised date for the APCM – this will now take place on 14th April, Palm Sunday.
- 15. **AOB**: Mark Grego had been asked by a parishioner for a red bucket appeal for the tsunami in Indonesia. Fr Tim agreed to run this for two Sundays.
- 16. **The Grace**. The meeting concluded with the grace at 9.10 p.m.