

**BARNES TEAM MINISTRY**  
**PARISH OF ST MARY BARNES**  
**Minutes of the meeting of the Parochial Church Council on 16 May 2017**

Present: The Rector, Phil Bladen, Peter Boyling, Christine Butenuth, Patrick Findlater, Jo Fraser, Jimmy May, Elisabeth Munden, Michael Murison, Cathy Putz, Rachel Skilbeck, Annie Sullivan, Paul Teverson

Apologies: Geoffrey Barnett, Judy Gowing, William Heller, Paul Phillips, Tom Ridley, Anne White

1. The meeting started with a reflection by Patrick Findlater emphasising the need for generosity in the use of the gifts we had each been given by God.

**COOPTIONS**

2. On a proposal of Peter Boyling, seconded by Annie Sullivan, the Council co-opted Jimmy May on to the PCC. On a proposal of Lis Munden, seconded by Michael Murison, the Council co-opted Patrick Findlater likewise.

**RESPONSIBILITIES OF PCC MEMBERS**

3. The Rector spoke to his paper outlining the structure of the Church of England, and the duties of PCC members arising from the constitution of the PCC as a charity and under church law. He drew attention to a church document on the subject at: [http://www.parishresources.org.uk/wp-content/uploads/CofE\\_TrusteeBooklet-v3.pdf](http://www.parishresources.org.uk/wp-content/uploads/CofE_TrusteeBooklet-v3.pdf) He encouraged members to attend church and PCC meetings as often as possible, to know, inform and represent the views of as many of the congregation as possible, and to join if possible one of the PCC subcommittees and groups.

4. Jimmy May noted a potential conflict of interest in respect of his gardening duties for the church: Patrick Findlater undertook to check the position with the diocese. It was agreed that each PCC agenda should include an item to enable a potential conflict of interest to be noted. **Action:** PF

5. It was noted that the PCC secretary would arrange registration of new members with the Charity Commission. **Action:** JG

**MINUTES**

6. The Council approved the draft minutes of the meeting on 14 March.

**MATTERS ARISING**

7. Welcomers (para 7). The Rector said that in discussion with others he was working on creating a rota of about five people, who were happy to initiate contact with new faces, so that two people per week would welcome newcomers at the end of the 10am service. He encouraged all PCC members to offer the church welcome cards to newcomers they met.

8. Director of Music (para 8). We were receiving further expressions of interest in the post, which we were following up.

9. 52 Boileau Road (para 10). Consultations with the diocese continue. A paper on the state of play would be circulated for information. **Action:** PBo

10. Parish Pilgrimage to the Holy Land (para 11). The Rector was pleased that 17 people had already signed up with others still considering. The list was open to further applications.

## LISTS OF MEMBERS OF THE PCC AND ITS GROUPS

11. PCC members were asked to check the lists and inform Peter Boyling of changes that were needed. Sadly Rachel Skilbeck had noted her intention to resign as a Parish Safeguarding Officer from September. We also needed a coordinator for the Christmas Fair. **Action:** all PCC members

## FINANCE

12. The Rector recalled that we were preparing a new stewardship campaign, to be introduced on 18 and 25 June. It was important to ensure continually that newer members of the congregation were encouraged to give regularly, and that established donors reviewed their ability to increase their giving. Our payment to the diocese would be explained to the congregation in this process, using material provided centrally. PCC members can view the resources (including a short film) available to us here: <http://southwark.anglican.org/help/stewardship/parish-support-fund>

13. Patrick Findlater introduced the first quarter's management accounts, concluding that they gave no cause for concern.

14. He introduced his paper about the Parish Support Fund. Clergy pay, training, housing and pensions were funded from the diocese, from contributions made by all the parishes as they were able. Parish contributions were decided in a spirit of generosity. The diocese was asking parishes for an increase of not less than 2% for 2018. On a proposal of Patrick, seconded by Annie Sullivan, taking account of the figures in Patrick's paper, and in the spirit of generosity, the PCC resolved that St Mary's should give £173,000 in 2018, an increase of £4,000 on 2017. It was accepted that this would create a challenge for the stewardship campaign.

## REVIEW OF SAFEGUARDING POLICY

15. Rachel Skilbeck reported that Natasha Mold had become our second Parish Safeguarding Officer in January. St Mary's had carried out a self audit recently. A key point was that under new rules all members of the PCC should attend a three hour training course on Safeguarding Children and Vulnerable Adults. St Mary's proposed to run a course at the church to make this as convenient as possible. PCC members had just been asked whether they had had training in the past: could they please reply to this request quickly. PCC members who attended courses other than the proposed one were invited to report to Rachel on their reactions. **Action:** RSk and PCC members

16. It was agreed that the current version of the Safeguarding policy be updated, to add references to vulnerable adults and to the plans for training courses. The updated version should be put to the next PCC meeting.

**Action:** RSk

## REVIEW OF COMPLAINTS, GRIEVANCES AND DISCIPLINARY POLICIES

17. Paul Teverson spoke to new versions of these policies. He noted that the grievances and disciplinary policies were closely based on diocesan templates. The diocese did not have a complaints template, and his draft had been created to cover the circumstances eg of a member of the congregation who felt seriously dissatisfied by action or inaction in St Mary's. In discussion two points were raised on the grievance procedure. Paul asked that any suggestions for change be sent to him for consideration.

#### COMMITTEE REPORTS

18. The PCC noted written reports on fabric matters, the Deanery Synod and the Kitson Hall. The Rector undertook to contact the designer of the 1215 memorial window. All Today and Tomorrow groups were asked to meet as soon as possible and submit written reports in time for the next PCC meeting. **Action:** Rector

#### ANY OTHER BUSINESS

19. Dementia Friendly Initiatives. Sanchi Murison had taken on a role in Richmond on this subject. St Mary's were interested in exploring the issues and Sanchi had offered an information session for a small group, as a preliminary to a larger gathering. The meeting will take place at 3.30pm on 31 May.

20. Christine Butenuth reported that there was a concern about the viability of the Parish Breakfasts, as there were insufficient people willing to help with the set up of the meals. Members of the 8am and 10am congregations were encouraged to attend the breakfasts, and some might wish to join the rota.

The meeting concluded at 21.55.

Dates of future meetings:

11 July at the Rectory, with drinks from 7pm  
23 September, Away Day, at the Kairos Centre, Roehampton  
17 October  
14 November

Pmb  
17/5/17