

A meeting of the Parochial Church Council took place on Tuesday 22 May at 7.50pm in the Ellerton Room and opened with a reflection by Michael Murison, (based on the course *The Qur'an Between Judaism and Christianity* from University of Nottingham <https://www.futurelearn.com/courses/quran-judaism-and-christianity>)

Minutes

<p>1. Present: The Rector, Peter Boyling, Jo Fraser, Sue Mackworth-Praed, William Heller, Fouki Heller, Michael Murison, Patrick Findlater, Phil Bladen, Judy Gowing, Rachel Skilbeck, Geoffrey Barnett, Paul Teverson, Lis Munden, Annie Sullivan Apologies were received from Tom Ridley, Cathy Putz, Katherine Passerieu</p>	
<p>2. Designation of other business – none</p>	
<p>3. The minutes of the March PCC meeting were signed as a true record, after correction of a small typo. The minutes of the APCM 2018 were presented and will be signed at the 2019 APCM.</p>	
<p>4. Matters arising – none.</p>	
<p>5. Correspondence – none.</p>	
<p>6. PCC lists and appointments - Patrick Findlater was co-opted to the PCC as Treasurer on a proposal from Peter Boyling and seconded by Fouki Heller. All were in favour. - Peter Boyling was appointed PCC Vice-chairman, on a proposal from Phil Bladen, seconded by William Heller. All were in favour. - Appointment of chalice assistants & sidesmen. The list of chalice assistants were appointed unanimously by the Council. We need to confirm the chalice assistants at the PCC meeting following the APCM each year. The list of sidesmen was approved. The list presented at the APCM had been incorrect.</p>	<p>JG</p>
<p>7. Finances: Q1 results. The Bishops Lent appeal was less successful than the last two years. The General Fund income is slightly above budget which is encouraging. There was nothing to report on expenditure.</p> <p>Reserves policy. The Financial Strategy Group has proposed that:</p> <p>a) General Fund reserves be held as follows:</p> <ul style="list-style-type: none"> • £10,000 against unexpected operational costs, such as having to carry agency staff during staff sickness. • £10,000 against loss of a significant source of income, such as the Christmas Fair. • £20,000 for possible overspending. • £30,000 for emergency repairs as a provision formerly covered by the discontinued Quinquennial Fund. 	

<p>b) In addition £50,000 be allocated for extra staff to support the Rector in the absence of a curate. This is likely to be spent over the next few years;</p> <p>b) Kitson Hall reserves be maintained at the current level, ie</p> <ul style="list-style-type: none"> • £5,000 against loss of a major hirer, especially the Ark Nursery or Clifford Studios • £5,000 against interruption of hire, and resulting compensation • £25,000 against unplanned repairs <p>On a proposal from Geoffrey Barnett and seconded by Rachel Skilbeck, these reserves were approved.</p> <p>Change of signatories on the bank accounts. On a proposal from Michael Murison and seconded by Lis Munden, it was resolved that from the date of this meeting the following persons would have the power to operate the PCC's bank accounts with CAF Bank Ltd.</p> <ul style="list-style-type: none"> - Rev. Richard Sewell - Mr. Philip John Bladen - Mrs. Fouki Heller - Mr. Peter Martin Boyling - Mrs. Judy Gowing - Mr. Patrick Findlater <p>with any two of the above acting together, and that Mrs. Gowing and Mr. Findlater be authorised so to instruct the Bank.</p> <p>Parish Support Fund. On a proposal by Phil Bladen, seconded by Geoffrey Barnett, the PCC approved a 2% increase in our Parish Support Fund contribution, to a figure of £176,460 for 2019. Patrick suggested that we might have a PCC meeting in mid-June to fix the level of this important item of expenditure, to meet the diocesan timetable for replies of end June. Patrick was thanked for his work.</p>	
<p>8. Environmental champion and policy. Tom Ridley doesn't have time to fulfil this role. It requires someone to encourage the best use of our resources, looking after God's creation, addressing a list of questions. The PCC's environmental policy will be re-circulated with the minutes. This will be the focus of our Away Day on 29 September. It was decided it would be helpful to have an external speaker at the Away Day to set the scene and give ideas.</p>	<p>JG</p>
<p>9. Lay Leadership/Lay Ministry. Paul Teverson reported that St Mary's (with around 12 other parishes) has been appointed a Pilot Parish. Leadership is used in sense of influencing leadership instigating lay initiatives. It is easy to get bogged down in the trellis of church life and not look for the vine to grow on the trellis. We are asked to undertake a consultation process to encourage lay people to move away from a once a week commitment and to participate more in personal and spiritual growth in their lives outside church. There are resources available from the Diocese. How can we better equip our members to articulate their faith in their lives? Geoffrey Barnett suggested this as another Away Day topic.</p>	

<p>10.Strategic thinking It is the view of the Rector and Wardens that the most significant priority for the mission and ministry of St Mary's is to strengthen the number of those able to assist in the ministry and teaching at St Mary's. Richard circulated a paper prompting the PCC to think about vocational training. This potentially ties in well with the lay leadership initiative. Lis Munden suggested a short questionnaire for the congregation to find what interests them.</p>	
<p>11.MAP2 – Members had received both electronic and hard copies of the revised Mission Action Plan, and were encouraged to be really familiar with it and ready to discuss it with others in the congregation.</p>	
<p>12.The Rector circulated a summary of the structure of the Church of England. PCC is part of the leadership of the church and members should have a deep concern for the welfare of the church. Members were encouraged to reach out to people who might be outside their usual friendship groups, and to support the life of the church in a variety of ways. A prime importance and priority is attending the PCC meetings and the Away Day.</p>	
<p>13.Reports from committees: Written reports were circulated from the Faith in Action, Learning & Hospitality Groups on issues arising in implementing MAP2</p> <ul style="list-style-type: none"> • Fabric committee. One of the mixer units for the radio mics needs to be replaced. Phil Bladen proposed to replace the unit at a cost of approx. £3000. It was seconded by Geoffrey Barnett and all approved. The damp problem in the Tower can be solved by digging an external drain at a cost of £3000. Annie Sullivan proposed acceptance of the quote, Lis Munden seconded and all agreed. If PCC members notice any issues around the church which need attention, please report them to Peter Boyling (via the Church office or direct), so the Fabric Committee can address them. The Beadle Bell has been returned to church after many decades. There was an inconclusive discussion about whether to display the bell publicly or keep it in a secure place. The Rector will talk to the Tower Captain about the possibility of siting it near/in the Tower. 	RS
<ul style="list-style-type: none"> • The Friends Council. Andrew Summers had reported that the Music Festival ran 30 events over two weeks involving 950 musicians and audiences of nearly 4,000. On 7 October, the preacher at the Friends Choral Evensong will be the newly-installed Bishop of London, Rt Rev Dame Sarah Mullally. On 8 November, Richard Harries will launch his new book <i>Haunted by Christ</i>, in a debate with Roger McGough. 	
<ul style="list-style-type: none"> • Deanery Synod. Phil Bladen informed the Council that new members of the Diocesan Synod are being elected. He circulated a leaflet about Diocesan Synod and encouraged members to think about standing. 	
<p>14.GDPR and database update - Because of time constraints, a written report was circulated after the meeting. Steps have been taken to ensure that St Mary's is GDPR compliant. Everyone on our database</p>	

Report on GDPR

Over the past two months, emails and letters have been sent to over 1,100 people, who were on our original database, asking for their permission to continue to send them information about St Mary's and its activities. In an attempt to catch everyone, we have sent three emails, but just one letter (where we do not have an email address).

Results:

GDPR agreed 451 (includes letter and email contact)

GDPR Letter – pending reply 287

GDPR email – pending reply 292
(TOTAL 595 pending reply)

Bounced emails: 40

Our website has been updated to explain the new GDPR commitments and the new Privacy Policy can be read there. (www.stmarybarnes.org/GDPR)

However there is another element which concerns role holders. Recently the Diocese has clarified the definition to be 'someone who cannot continue in their role if they withdraw their consent for us to process their data.' This covers quite a number of people at St Mary's including the PCC. We cannot rely on *consent* as the basis for processing data of a role holder.

We have therefore prepared a second Privacy Policy specifically for role holders and a copy will be sent to you. In GDPR terms, our reason for holding the data of role holders is *legitimate interest*. The same rights that apply to the general congregation also apply to role holders:

- to access information we hold on you
- to correct and update the information we hold on you
- to have your information erased
- to object to processing of your data
- to data portability
- to object to the processing of personal data where applicable.
- to lodge a complaint with the Information Commissioner's Office.

Everyone who has responded to the emails/letters has been sent a link allowing them to view the data we hold on them on the new database.

All this comes into force on 25 May.

Judy Gowing

22 May 2018

