

The Parish of Corbridge St Andrew with Halton and Newton Hall

**Minutes of the meeting held on Thursday 26th June 2018 at 7.30pm
In the Cottage**

1. Opening prayer led by Monica Philbrick

2. **Present:**

Linda E Hunter (Chwdn, Chair)	Jennifer Herrman	Max Philbrick
Monica Philbrick	Michael Rae	Cliff Wright
Edward Pybus	Kate Jenkins	Suzette Milne
Warwick Milne	Pauline Bennett	Carol Moffatt (Minute Secretary)
Anne King-Lewis	Mike Collins (Chwdn)	Jennifer Wright

Apologies: All present.

3. **Minutes:** Minutes of the meeting held on 23rd May 2018 accepted as a true record.

Matters Arising:

Existing candle holder adapted by Michael Rea displayed. Further discussion with LEH weighing up time and cost elements.

Sashes ordered.

Thanks expressed to Jennifer Herrman for all her efforts with Christian Aid.

1. **Safeguarding:** The new National Parish Handbook to be available within next week. Diocesan website to be updated. Awaiting response on new Parish Safeguarding Officer.

2. **Halton:** The Archdeacon was happy to have led a service at Halton.

3. **Maintenance:** Roof repairs due to be completed mid July. New toilet seat provided in disabled toilet. Changes to meter in boiler room being reviewed and Diocesan approval may need to be sought if changes disrupt graveyard. New photocopier in place and training underway.

4. **Data Protection Guidelines:** Ongoing and reminders sent out.

5. **Music – Piano.** Mark reported on the second opinion undertaken by Frederick Peacock (Diocesan Piano Specialist) re the Yamaha Baby Grand offered. His response – “... best piano I have played in my life”. He suggested it would be more than suitable to meet all the ongoing musical needs in the church, including professional recitals (thereby eliminating cost of hiring in a piano for special events).

Given the concerns over the present piano including instability and potential damage to the ancient flooring it was proposed that purchase go ahead. Anticipated cost:-

Piano	£3,800
Trolley	750
Moving	400 (approx.)
TOTAL	£4,950

In addition a quilted cover should be purchased. Given that some of the cost may be offset by receipts from piano recitals it was agreed that a firm quote for transport should be sought and purchase go ahead.

LEH to contact Diocese re whether this required a faculty or was a List A category

Proposed: Warwick Milne. Second: Kate Jenkins. Agreed: All.

Edward Pybus thanked Mark for his time and thoroughness.

4. **Deanery Synod Report:**

Max circulated the report and highlighted the intention to build up a Resource Church in Newcastle to eventually be used as a means of supporting parishes across the Diocese.

5. **Vacancy Information:**

1. **Institution** in the Church at 7.30 on 11th October 2018 – plans and details to be discussed with David. A small group to be set up to co-ordinate. Invitations to be sent to a broad spectrum of the community.

2. **Review of Service Rota** - update circulated.
3. **Parish Calendar** – to be circulated separately (done).
4. **Praying through the Vacancy** – Monica continuing with updates and encourages all who can to join the weekly prayer group at 10am on Thursday mornings.

6. **Trusteeship:**

As agreed at the last meeting the questions raised in the document circulated were addressed.

(a) **Stewardship Challenges Facing Us.**

Much has already been addressed re maintenance of the building, appreciated by congregation and public alike. Will remain ongoing and expensive. Points to be aware of are as follows:

- How to market and generate income together with transparency of spending.
- Managing Parish Share
- Managing and balancing reserve funds.

(b) **Consider areas of duty not being fulfilled and actions to improve.**

- Compliance – we are compliant, Charitable Status to be added to all paperwork along with charity number
- Duty of prudence and duty of care. - Regular reporting and independent views = duty of care.
- Investment opportunities – discussion process begun, seeking external advice.

(c) **7 Marks of Good Governance and what action would improve PCC effectiveness.**

- Ecumenical (Father Warren keen to share ecumenical work and worship)
- Evangelistic
- Pastoral
- Improve connections with Halton
- Item to be placed on agenda of first meeting with David Kennedy
- Ensure everyone is clear re the terms of reference for various committees i.e. PCC, Standing Committee, Safeguarding Team, Charity Committee
- Review annually ensuring notices are kept up to date along with contacts and numbers where relevant.

7. **Mission and Ministry:**

1. Pathways Mission - Plans for weekend 6th – 9th September 2018 circulated. Corbridge involved with Messy Church and Choral Evensong.

2. Events – proposed Harvest Supper to be replaced by an event of celebration in the New Year.

8. **Finance:**

Parish Share report circulated – and lively discussion over viability to pay the suggested figure for the coming year. Progressing the discussion with the Diocese is vital – challenging how figures are arrived at and what forecasting is in place. Whilst agreeing we have a moral and ethical obligation this does not constitute a blank cheque and robust discussion is urgently needed.

Agree we will pay , a final decision is needed in December 2018. But should note that financial help during vacancy has been limited to that of paying fees of retired clergy for services and the Diocese have received additional income from the letting of the Vicarage during the vacancy. (some money used to paint some walls in vicarage, replaster a ceiling and carpet stairs and landing

Action Plan:

- Report to be received at July meeting the funding action plan
- Heritage Boards – ongoing
- Heating feasibility study – ongoing.
- Wedding Fayre early 2019 – local traders keen to be involved – date to be agreed
- Conversations taking place with potential Musical Co-Ordinator.
- Report awaited on credit card reader

- Charity Committee formed – Monica, Jennifer, Cliff and a member of the congregation to report to July meeting
- Expenses policy to be renewed – July PCC

9. Correspondence.

A letter of thanks received for a recent wonderful baptism experience.

Linda Hunter closed the meeting with a prayer and Grace