

Parish of Wareham PCC

Minutes of meeting held at the Parish Hall on Wednesday 17th July 2024

Present: Team Vicars the Reverend Neil Kelly and Deborah Swann **NK and DS**, Mike Quinlan **MQ**, (Chair), Hilary Goodinge (**HG**), Nick Burden **NB**, Margaret Harris **MH**, Paul Harrison **PH**, Sarah Levett **SL**, Anne Laking **AL**, Priscilla Spurling **PS**, Jon Moulton **JM**, Malcolm Selwood **MS**, Peter Jennings **PJ**, Tony Tew **TT**, Barbara Wells **BW**, (left the meeting at 8.35pm) Heather Duncan **HD**, Simon Lathwell **SL**, (left the meeting at 8.25pm) Mark Lapper **ML**, Debs Barclay **DB** (Secretary)
Jenny Elmes **JE** (Joined the meeting from 7.30pm)

“Statement of Purpose” – “We are a group of Trustees who, together with the Clergy, oversee the life of Wareham Parish to ensure that we are focused on what Jesus Christ is calling us to do. In all that we do, we aim to seek God’s will, work well with one another, reflect our values, and take positive action for the future.”

PCC Chairperson: Mike Quinlan (Lay Chair)

MQ expressed our condolences to Simon Lathwell and Becky Green, following the sudden death of Marion’s brother Barry

Opening Prayers: The Reverend Neil Kelly

- 1. Apologies for absence:** Ginny Collings, Les Selby and Becky Green
- 2. Welcome to new PCC Trustee’s Sarah Levett, Anne Laking, and Malcolm Selwood**
- 3. Welcome to the Venerable Penny Sayer, Archdeacon of Sherborne and to Canon Richard Bartlett, Rural Dean of Purbeck who are visiting to advise the PCC Trustees on the process of the Team Rector vacancy.**

Archdeacon Penny explained the process for preparing the Parish Profile where a group of people with skills to do this will be selected and work along side the Team Vicars, Bishop Karen and the Rural Dean will each write a piece for the Profile. Two PCC members need to be elected as members of the Patronage Board and five Parish Representatives are to be selected with a PCC representative from each of the worshipping communities. Advertising for the post will be undertaken by the Diocese. Discussions took place in regard to selecting our new Rector and she gave us details of the programme, to include, looking through applications, picking a selection for short listing and the interview process, which will include the day before, visits to the local church schools, and a meal. There will be approximately 12 interview questions, including key questions that need to be asked. Consultation should also be sought from the local community as well as the congregations, asking questions of the skills that are required from a New Team Rector to enhance the Team Ministry in Wareham. After a time for questions Archdeacon Penny and Canon Richard Bartlett left the meeting at 7.35pm.

The PCC discussed the next steps to be taken. The following members of the PCC offered to be part of a group to prepare the Parish Profile: Neil Kelly, Deborah Swann, Hilary Goodinge, Mike Quinlan, Anne Laking, Cilla Spurling and Peter Jennings with assistance from Sarah Levett and Nick Burden on formatting and presentation of the Profile. It was agreed that selection of the PCC members of the Patronage Board and the Parish Representatives from each church could be carried out in September. An additional PCC meeting would be arranged to do this in early September, a time scale is to be set.

- 4. PCC Minutes: PCC Minutes: 29th May 2024 were all agreed**

Matters arising:

- Diptych update: *Paul H asked the question - Why had the valuing of the Diptych been taken out of his hands? Hilary G and Mike Q explained that they had taken the Diptych to Amy Brenan at Heirlooms,*

who has valued church items in the past. She had taken a look and in her professional opinion it looked to be 19th century and not 16th century, as the faces looked too modern. She suggested to take them to Woolley and Wallis in Salisbury for a second opinion which Hilary G will do.

- *The Rectory is going to be let for a period of six months during the vacancy.*
- *The PCC meeting on the 25th September will be in two halves, the first part of the meeting to approve the Parish Profile and the second half to carry out the business of the meeting.*

5. Administration and Correspondence:

- PCC meeting dates for the rest of the year;
Wednesday 25th September 2024 – 7pm
Wednesday 27th November 2024 – 7pm
Wednesday 29th January 2025 – 7pm
Wednesday 26th March 2025 – 7pm
APCM – Wednesday 21st May 2025 at 7pm
Wednesday 11th June 2025 – 7pm

6. Team Vicar's update: (The Reverend's Neil Kelly and Deborah Swann)

Deborah and Neil reported

- *During the vacancy, the Team Vicars will be very busy in the Parish. There may be slight changes to the worship pattern during the vacancy.*
- *The Mayor of Wareham's Civic Service is to take place on Sunday 18th August 2024 and there will not be a Praise Service in view of this. Neil is the Mayor's Chaplain.*
- *The Mission Sunday Service took place at Sandford St Martin's church, Sandford on Sunday 30th June 2024 and proved to be a very positive service with new people getting involved.*
- *Pastoral - We have been looking at the Baptism process and procedures and how this could work better in the future. We have also been involved in and doing other aspects of life events. Hilary Bond is hosting an Afternoon Tea at Holme Priory next Wednesday where we would like to acknowledge and say thank you to all those who help pastorally, whether being a formal Lay Pastoral Assistant, pastoral visitor, or part of a pastoral group. This will also help with the recommissioning of LPA's and tightening up on the Safeguarding of pastoral work.*
- *Events – We have booked a weekend retreat to Lee Abbey with members of the Breakfast Church on the weekend of 11th – 13th October. Due to the limited available space this year, we are hoping to book again next year and to include the whole Parish.*
- *Schools – Our local church schools are preparing for the year 6 leavers where the majority will go on to the Purbeck School.*
- *Friday Night Youth Club – is not going to be sustainable once Sarah Levett leaves. Sarah has given up a lot of her time in running this and as she embarks on a new job venture, she will be stepping down and there is no replacement for her. This group cannot be the responsibility of the Team Vicars to run and organise and it really needs a Youth Worker to undertake this work. Neil and Deborah have spoken to the Archdeacon with regards to this and she said that there may be some funding available in the future to employ a youth worker.*
- *Reviewing Team meetings and Communication – The Team meetings have taken on a different pattern, and we are always mindful of the workload in the Parish Office.*
- *Fairtrade Communion Wine will be introduced to the Parish when our present supplies run out.*

7. Finance:

Treasurers Report – *This was distributed to the PCC members prior to the meeting – there were no questions.*

Report to the PCC on Parish Finances - for the meeting on the 17th July 2024

The financial position at the end of June has been circulated. My comments follow:

Income

- The year end estimate for planned giving has been reduced in line with current expectations.

- There has been an upturn in donations, so we are a little more optimistic about the yearend position.
- Income from parish hall hire has improved, so again we are sticking with the previous estimate.

So, the bottom line for income remains slightly higher than our budget prediction but note that this includes predicted income from a gift day and legacies.

Expenditure

We are sticking with our budget figures. As stated last time there are two exceptional one-off items which were not budgeted for:

- Purchase of silverware. You will recall that the income from our insurance claim following the theft was shown in the 2023 accounts, as directed by our accountant.
- Sundries. This is the fee for Non-Profit Growth (NPG <https://nonprofitgrowth.co.uk>) who are sourcing grants for us. The fee is refunded if they are unsuccessful.

We continue to run at a deficit. Our general fund balance is predicted to reduce to £90,000. Although still above the 'safety level' we cannot continue to run in this way. It is essential that we all look at ways of raising more income, since we have little opportunity for cost saving. Each subcommittee should have this on its agenda and all ideas will be considered.

Grants the Erskine Muton Trust on behalf of St Nicholas, Arme. We have received a grant of £3,500 towards the cost of repairs following the Quinquennial survey.

Non-Profit Growth (NPG) have provided the first template for an application for grant funding for LSM reordering. This will be submitted shortly and can form the basis for further grants.

- Budget 2024 – ***The updated Budget to the end of June was circulated to the PCC prior to the meeting.***
- Fairer Share update – ***Mark updated the PCC about a meeting that he had attended and explained how the new system will work.***
- Parish Fund Raising – ***The latest fund-raising idea is to be put on hold until to the New Year, this is due to extra work involved with the vacancy. Mark reiterated that we need to hold some big fund-raising events as we are not raising any money.***
- ***Some PCC members were not aware of the Parish Giving Scheme, DB and ML explained that this scheme had been running for many years and that half of the Parish giving comes from this scheme. DB and ML to make people aware.***

8. Safeguarding:

- Safeguarding courses are now online.
- New members to do basic training if they have no safeguarding training
- All Trustees need to be DBS checked

All members are to comply with the Church of England's Code of Safer Working Practice
Debs Barclay our Safeguarding Officer reported that there were no safeguarding issues that needed to be notified to the PCC at this time. A reminder to all PCC members the need to have DBS check and to complete Basic Awareness Safeguarding courses on-line and any new members or those whose certificates had expired should let her know.

9. Fabric Update:

- Report from Fabric Officer to the PCC Secretary for distribution to the PCC prior to the meeting.

PCC of Wareham – Fabric Report (including Reordering) for PCC meeting on 17 July 2024

This report should be read together with the Fabric Issues report updated on 27 June 2024
Fabric Matters

Quinquennial Repairs at Lady St Mary's Church

We are still waiting to receive a Specification for the repairs from our architect, Daniel Cantrell.

Applications for Faculties for Lady St Mary's Church – MQ will start preparing these when time permits. This includes New TV screens and Disposal of a Font Cover

Quinquennial Repairs at St Nicholas Church Arne.

These works have now been completed at a cost of £9,090.55 compared with the original estimate of £13,750.33. This partly reflects the decision not to scaffold or carry out work to the north side of the roof and the gutters and downpipes on this side. There will be a small additional bill for some repairs to a brick planter and very low kerbside wall to the Old School House opposite the church. This was possibly caused by a refuse lorry or BBC Springwatch vehicle trying to squeeze past our scaffold lorry, but in the interests of maintaining good relationships with our neighbours we agreed to carry out the repairs. Architect's fees for inspections were £538.40. Thus, total costs should be around £10,000, against an original budget of £15,500. In addition, and thanks to Mark Lapper submitting an application to the Erskin Muton Fund, we have received a grant of £3,500, so the net costs to the Arne Fabric Fund will be around £6,500, leaving around £11,900 for future work. All costs exclude VAT which is recoverable. Both Michael Vaughan (our architect) and MQ were very pleased with the quality of the work carried out by J Spiller & Sons.

Quinquennial Repairs at St Martin on the Walls

Work started on the north side of the church on 6 June and was completed on 29 June. MQ has approved additional costs of £980 for replacement of the lead gutter and flashing to the rear of the chimney stack but Spillers are confident that this can be contained within the original provisional sums. Work on the south side will commence at the beginning of July and should take around two weeks to complete.

Trial Pits at St Martin on the Walls.

The Diocesan Registrar has now advised that we need a new Faculty for the excavation of the trial pits. The DAC insisted that the Statement of Significance and the Statement of Need were re-written specifically for this. In addition, we needed to find another archaeologist to oversee the work as the previous archaeologist had been taken ill. Fortunately, Tim Tatton-Brown has offered to do this – see below.

Reordering and New Toilets at LSM

The reordering committee met on 6 June and minutes have been submitted to the PCC. This meeting marked the end of Simon Everett's involvement with this work. Neil Kelly will take over as chair and a further meeting will be arranged to discuss how to proceed.

On 24 June Tim Tatton-Brown (former consultant Archaeologist to Salisbury, Rochester, Chichester and Canterbury Cathedrals, Westminster Abbey, Lambeth Palace and St George's Chapel, Windsor) came to Wareham with a retired architect and friend, Howard Jones, and spent the day with Neil Kelly, Gay Young and MQ inspecting Lady St Mary's and St Martin on the Walls. They have very generously and at no cost (other than expenses) agreed to prepare an inventory of our stone artefacts and inscriptions at Lady St Mary's and drawings and details of the stonework used in both churches, including a drawing of the Saxon Nave at Lady St Mary's that was demolished in 1841-42. Tim has also agreed to act as archaeologist for the excavation of trial pits at St Martin's. This is a very exciting development and will greatly assist in understanding the history of our buildings.

- ***Mike Quinlan presented the Fabric Report as detailed above. Quinquennial Repairs at St Nicholas Church, Arne and St Martin on the Walls Church, Wareham have now been completed by J Spiller and Sons, with savings on the original estimates. Unfortunately, they have discovered that some stone roof tiles at St Martin's are loose. The extent of this is not known but Spillers have submitted an estimate of £23,586 for stripping and relaying one side of the nave roof. We will need to seek grants to help meet the costs of this work, which will not start till September.***

10. LSM Re-ordering and new Parish Hall

- Report to be submitted to the PCC Secretary for distribution to the PCC prior to the meeting.

A meeting needs to be arranged.

11. Parish Hall

- Report from Parish Hall to be submitted prior to the meeting!
- *The new shutter in the Parish Hall kitchen has now been fitted.*

12. Committees

- To include any matters arising from the last PCC minutes dated 29th May 2024

***Congregational Church Committee updates to be emailed to the PCC Secretary for distribution to the PCC prior to the meeting**

- **Church Committees – *With regards to the buying of a new picnic bench in the minutes - the update is that the Picnic bench is too big to be delivered and a full refund has been given.***
- **Children and Youth committee**
- **Mission committee**
- **Environmental updates**
- **Standing committee**

13. Questions for the Churchwardens:

- There were no questions for the Churchwardens.

14. Deanery Synod Update:

- *On Wednesday 19th June 2024 at St Nicholas church, Studland there was a shared Eucharist with Bishop Karen – A lovely evening enjoyed by all with refreshments afterwards.*

15. Schools Update: Reports to be sent prior to the meeting.

- Report from Sandford St Martin's CE VA Primary School
- Report from Stoborough Primary School
- Report from Wareham St Mary Primary School

16. A.O.B.

A.O.B. please forward to the PCC Secretary 48 hours prior to the meeting.

- *Jenny Elmes reported that the Clerical Guild of ringers are ringing the bells in Lady St Mary church tomorrow evening between 5.45 – 6.45pm and that the church tower will be open to the public for a Fundraising event on Saturday 17th August 2024.*
- *Not Just Sundaes Limited held their Annual General Meeting on Friday, Mike Q reported that the future outlook for the Café was looking a lot brighter. Anne Laking and Hilary Goodinge have joined the Board of Trustees.*

Closing Prayer:

Almighty God, we thank you that you have called us to be your body here on earth, worshipping you and working for your kingdom. Fill us with your Spirit, so that we might love you, love one another and love our neighbours, and share the good news of Jesus. Help us as the PCC to order the life of Wareham around your mission and ministry, to the glory of your name. Amen

Meeting closed at 8.45pm

Next meeting:

Wednesday 25th September 2024 – 7pm

Signed.....Chairdate