

## Parish of Wareham PCC

### Minutes of meeting held at the Parish Hall on Wednesday 29<sup>th</sup> May 2024

**Present: Team Rector** the Reverend Canon Simon Everett **SE**, (Chair), Mike Quinlan **MQ**, Hilary Goodinge (**HG**), Ginny Collings (**GC**), Nick Burden **NB**, Leslie Selby **LS**, Rebecca Green **RG**, Jon Moulton **JM**, Peter Jennings **PJ**, Tony Tew **TT**, Barbara Wells **BW**, Heather Duncan **HD**, Simon Lathwell **SL**, Mark Lapper **ML**, Debs Barclay **DB** (Secretary)

**“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: The Reverend Canon Simon Everett*

**Opening Prayers: Canon Simon Everett**

- 1. Apologies for absence: The Reverend ‘s Deborah Swann and Neil Kelly, Margaret Harris, Paul Harrison, Sarah Levett, Anne Laking, Priscilla Spurling**
- 2. Welcomed new PCC Trustee Heather Duncan**
- 3. Principals of the early church an Acts reading – Acts 5:12-16 – to be led by Canon Simon Everett – small discussion, then time for prayer. A reading from Acts Chapter Acts 5: 12 – 16 was typed out and distributed to the PCC Trustees as below and was read out. Questions below the reading were discussed in small groups.**

#### **Acts 5:12 – 16 Many Signs and Wonders Done**

<sup>12</sup> Now many signs and wonders were regularly done among the people by the hands of the apostles. And they were all together in Solomon's Portico. <sup>13</sup> None of the rest dared join them, but the people held them in high esteem. <sup>14</sup> And more than ever believers were added to the Lord, multitudes of both men and women, <sup>15</sup> so that they even carried out the sick into the streets and laid them on cots and mats, that as Peter came by at least his shadow might fall on some of them. <sup>16</sup> The people also gathered from the towns round Jerusalem, bringing the sick and those afflicted with unclean spirits, and they were all healed.

#### **Questions**

1. Do you believe that signs and wonders are happening in the world today;
    - a. If so can you give examples?
    - b. If not why not?
  2. Why do you think many did not want to join the apostolic group (v13)?
    - a. Do you think people stay away from the church today for the same reason?
  3. In light of verse 13 why do you think more people joined the believers (v14)
    - a. What might the church of today learn from this?
- 4. Election of Officers for the PCC:**
- Treasurer – Mark Lapper co-opted  
**Proposed by Mike Quinlan and seconded by Becky Green – All were in favour**
  - Parish Safeguarding Officer and Assistant  
**Deborah Barclay was nominated as Parish Safeguarding Officer and Priscilla Spurling as Parish Safeguarding Assistant Proposed by Canon Simon Everett and Seconded by Becky Green – All were in favour.**
  - Standing Committee The Reverends Deborah Swann and Neil Kelly, Hilary Goodinge, Mike Quinlan, Mark Lapper and Debs Barclay

**Proposed by Peter Jennings and Seconded by Barbara Wells – All were in favour**

- Lay Chairperson – Mike Quinlan

**Proposed by Nick Burden and Seconded by Tony Tew – All were in favour**

- Sub Committees - (see attached sheet). Additional members can be co-opted.
- Malcolm Selwood was co-opted as representative of Sandford St Martin's church 10.30am congregation.

**Proposed by Canon Simon Everett and Seconded by Barbara Wells – All were in favour**

**5. PCC Minutes: PCC Minutes: 20<sup>th</sup> March 2024 - All Agreed this was true account of the meeting.**

Matters arising:

- Diptych update – *After a discussion with Mark Yuan-Richards from Woolley & Wallis in Salisbury and Mike Quinlan, the Diptych could be from the 16<sup>th</sup>/17<sup>th</sup> century and could be valuable or it could be from the 19<sup>th</sup> century where it would be worth next to nothing. Either way its poor condition needs to be taken into consideration. In view of Canon Simon Everett's retirement Hilary Goodinge, Churchwarden, is prepared to take it to Woolley & Wallis for a valuation.*
- Contactless Giving Machine in St Martin on the Walls – *Debs shared with the PCC that since the machine had been installed it was being used regularly and donations had increased.*
- Shaftesbury Tales paper – PCC approval July 2024 – Lady St Mary church – further details to follow.

**6. Administration and Correspondence:**

- Standing Orders – *changes to be noted which are in red type and then these need to be adopted by the Trustees*  
*Proposed by Mike Quinlan and seconded by Jon Moulton – All were in favour*
- Ecclesiastical Insurance - outside of church activities that need to be authorised by the PCC  
*Hilary Bond would like to run some more outdoor quiet days, quiet evenings, and possibly spiritual walks as she did during Lent, but now as an ongoing practice.*  
*Spree group of children traveling from Sandford to Exeter between 21<sup>st</sup> – 23<sup>rd</sup> June*  
*Proposed by Peter Jennings and Seconded by Mark Lapper – All were in favour.*
- PCC meeting dates for the rest of the year;  
Wednesday 17<sup>th</sup> July 2024 – 7pm  
Wednesday 25<sup>th</sup> September 2024 – 7pm  
Wednesday 27<sup>th</sup> November 2024 – 7pm  
Wednesday 29<sup>th</sup> January 2025 – 7pm  
Wednesday 26<sup>th</sup> March 2025 – 7pm  
APCM – Wednesday 21<sup>st</sup> May 2025 at 7pm  
Wednesday 11<sup>th</sup> June 2025 – 7pm

**7. Team Rectors update: (The Reverend Canon Simon Everett)**

- *Simon's retirement. There will be a United Parish service in Lady St Mary church followed by a bring and share lunch in the Parish Hall. There is also a guest list for other friends and family.*
- *Mission Sunday is on Sunday 30<sup>th</sup> June 2024 – Open doors is our guest mission this year. Open doors today works in 70 countries, supporting persecuted Christians, offering emergency relief, supplying Bibles and discipleship courses, running trauma counselling, leadership training and literacy programmes. They will be taking bibles into Sandford St Martin's on the 5<sup>th</sup> Sunday of the month, the guest speaker is Alistair McGregor.*
- *The Diocese have now confirmed that the Team Vicar role will be a 1 ½ paid position for a 6 month period from July to December 2024. – Barbara W asked how long will the vacancy be? SE explained that we just do not know – The profile needs to be written, then the post advertised and then the shortlisting process. The Diocese intend to move swiftly to find a suitable Rector for a busy Parish like Wareham – but it will depend on finding the right person.*
- *SE made it quite clear that he would not be allowed to take services here when he has left, and said if he does it for one, he will need to do it for everyone and that is not fair on the following incumbents.*

- ***SE gave recognition to our dear brothers in Christ, Andrew Salmon and Ron Lewis who have now departed from this world. Andrew Salmon's funeral will be at 11am and Ron Lewis' Thanksgiving Service at 2pm on Monday 3<sup>rd</sup> June..***
- ***SE and Linda will be leaving the Rectory on Tuesday 9<sup>th</sup> July which is their moving date to Salisbury. SE asked if there were any questions.***

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

- ***Sent out prior to the meeting as depicted below***

Summary: We have now been working here for just over 3 months:

- Continuing our induction to the Parish
- Gaining understanding of Church and community groups
- Completing the Diocesan Safeguarding Leadership Pathway training
- Supporting the work and life of the church communities across the Parish. More recently, we have also been preparing and planning, with others, for the vacancy and Simon's retirement. 'Job sharing' and part-time working is continuing to prove challenging to work out and over the summer we will be making changes to how we work separately and together. At present Monday is our day off. Enjoying getting to know people better and feeling a greater sense of belonging.

Overview of Work and Worship

- Holy Week & Easter – particularly positive feedback following the Ecumenical Walk of Witness on Good Friday and the Good Friday service, Contemplating the Cross through Art at Lady St Mary. Very positive experience of our first Easter Sunday at Sandford.
- Care Homes – taking monthly services in Anglebury Court and Pine Martin Grange
- Services across the benefice – have now taken services at all five Churches at different times, meeting all congregations at some point
- Continuing to share production and participation in on-line worship.

Schools input and Collective Worship

- Sharing responsibility (with Simon and Hilary) for Collective Worship on Tuesdays in our 3 church primary schools.

Increasingly being involved in Sandford St Martin's School, invited onto groups and committees linked to the role we have as Foundation Governors. Life Events Sharing responsibility for the occasional offices and participating in funerals, weddings, baptisms.

Preparing for Simon's Retirement

- Planning and preparing for the Ministry Team Thinking Day, included discussing how Safeguarding in the Parish may be enhanced and how the team will work in future
- Separate meetings with Simon and the wardens
- Have met with Bishop Karen and have a date in June to meet Archdeacon Penny.

Lead Roles

- Taking a shared lead in planning and supporting Breakfast Church Team including Sandford weekly news updates, worship rota, learning and teaching schedule
- Chairing and supporting the Sandford Church Committee
- Oversight of Going Deeper and ideas for development. 2 Community & Parish Groups
- Friday Night Youth (FNY) – we are both part of the Church team facilitating this regular commitment from 5.30-8.30pm each Friday. The numbers attending are growing. Up to 47 two weeks ago. Have introduced a 'Faith slot'
- As part of our introduction to the Benefice we have been gradually engaging with a range of groups and activities within the church and community. For example:
  - o Toddlers Group Sandford
  - o Open House o Men's Breakfast
  - o Ladies who Lunch & Pray
  - o Weekly Parish Prayer Meetings
  - o New Mayor's Chaplain to Councillor Marion Cotton
  - o Mission Committee – Deborah will be taking on Chair of the group
  - o Community presence at for example, Saturday coffee mornings, town market, Sandford Patient Participation Group community event.

## 9. Finance:

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

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### Report to the PCC on Parish Finances - for the meeting on the 29<sup>th</sup> May 2024

The financial position at the end of April has been circulated. Mark Lapper's comments follow:

#### Income

- Planned giving has increased, so we have increased our estimate for the year end
- Donations and offertory box income is below what we would expect, but this may reflect seasonality and a good summer might improve the situation. However, we feel it is prudent to reduce our expectations for the year end.
- Parish hall hire is well below budget, but we have stuck with our original estimate in this case and hope that income will bounce back.

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

#### Expenditure

We are sticking with our budget figures but 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 £89023. 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.

- Budget 2024 – ***Figures will be updated at the end of each month***
- **Parish Fund Raising:**
- Non-Profit Growth update - ***£5000 monies donated - awaiting update – Mark gave an overview to the new members***
- ***Mark L – Application made for the Erskine Muton Trust for the Arne Fabric Fund***  
***Martin Taylor Jazz Guitarist concert 25<sup>th</sup> May 2024***  
***Juan Martin Guitarist concert 31<sup>st</sup> May 2024***  
***Carlos Bonell concert 1<sup>st</sup> June 2024***  
***Lottery licence needed for a Grand Raffle***  
***Fundraising be on agenda of all the church committee meetings***  
***Suggestion made by HG to give people £5 to earn more money as per the Parable of the Talents. - 1 person from each church was needed to coordinate and publicise this during the period 1<sup>st</sup> July - 30<sup>th</sup> September.***  
***Discussion took place on what would happen to the Rectory during the interregnum.***  
***SE asked the Trustees to join him, in a thank you to Tony Tew for the showing of his film and for the monies that were raised and donated to the Parish Fund Rasing fund and a thank you to Nick Burden for all his work in making the filming possible.***  
***A thank you was also given to Simon for his talk and lunch in the Parish Hall.***

## 10. 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

#### 11. Fabric Update:

- Report from Fabric Officer to the PCC Secretary for distribution to the PCC prior to the meeting.
- **Mike Quinlan presented the Fabric Report. The PCC have approved expenditure of £1,100 on Architect's fees to prepare specifications for Quinquennial repairs at Lady St Mary's Church. J Spiller & Sons started work on repairs to the south side of the roof and gutters and to the walls at Arne on 14 May. This will be followed by repairs at St Martin on the Walls, which should start in early June. The trial pits at St Martin's to determine the feasibility of installing underfloor heating have been delayed due to the need for a new Faculty and an archaeological method statement.**
- **Lady St Mary church Baptism Font cover**
- **The PCC approved a motion to apply for a Faculty to dispose of the font cover from Lady St Mary's Church, which has not been used for many years.**

##### **Motion:**

**'The PCC approves the proposal to dispose of an old Font Cover given in 1890 in memory of Arabella and Mary Phippard from Lady St Mary's Church. It is no longer in use and cannot be fitted back over the font due to safety concerns.'**

**Proposed by Mark Lapper and seconded by Hilary Goodinge. All Agreed with 1 abstention**

#### 12. LSM Re-ordering and new Parish Hall

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

##### **Reordering and New Toilets at LSM**

**We have received the report from Dorset Planning on the Pre-App consultation for new toilets on the north side of the choir vestry on 09 May. The report was favourable in respect of the glass doors on the north and west sides of the West Porch, though some adjustments are needed. Unfortunately, they are not in favour of building toilets on the north side of the choir vestry and suggested that we reconsider installing toilets at the southwest corner of the church with access through the clergy vestry. This is despite the fact that an earlier report from the Conservation Officer for Purbeck District Council rejected this proposal and suggested the toilets were built on the north side of the church. The Reordering Committee will meet to discuss how to proceed.**

#### 13. Parish Hall

- Report from Parish Hall to be submitted prior to the meeting!
- **This committee has not met.**
- **The Mayors charity monies have been donated to pay for the deposit to replace the roller shutter in the kitchen.**

#### 14. Committees

- To include any matters arising from the last PCC minutes dated 20<sup>th</sup> March 2024

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

- **Church Committees-**  
**LSM Committee. Two corrections were made to the minutes. Mission Sunday is on June 30<sup>th</sup>. The Faculty application for the new TV screens has not been made yet. Amendments to be made to Pat's minutes and then sent back out.**
- **Children and Youth committee**
- **Mission committee**
- **Environmental updates**
- **Standing committee**

**15. Questions for the Churchwardens:**

- There were no questions for the Churchwardens.

**16. Deanery Synod Update:**

- *Next meeting to be held on Wednesday 19<sup>th</sup> June 2024 St Nicholas church, Studland – Eucharist with Bishop Karen – Notes from Jon Moulton*

**17. Schools Update: Reports to be sent prior to the meeting.**

- Report from Sandford St Martin’s CE VA Primary School – *DS said the headteacher had reported the school had secured additional funding for SEND.*  
Report from Stoborough Primary School (Canon Simon Everett) – *Are now part of a MAT Coastal Partnership.*
- Report from Wareham St Mary Primary School

**18. A.O.B.**

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

*Men’s Breakfast would like to give a big thank you to Sandford St Martin’s church for hosting the breakfast and being able to continue to meet*

*A Thank you was given to Simon for leading the PCC meetings during his time as Team Rector in Wareham.*

**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 8.50pm

**Next meeting:**

**Wednesday 17<sup>th</sup> July 2024 – 7pm**

Signed.....Chair .....date