

Parish of Wareham PCC

Minutes of the PCC meeting held at the Parish Hall on Wednesday 29th January 2025

Present: Team Vicar the Reverend Neil Kelly **NK** and the Reverend Deborah Swann **DS**, Mike Quinlan **MQ**, (Chair), Hilary Goodinge **HG**, Nick Burden **NB**, Sarah Levett **Sarah L**, Anne Laking **AL**, Priscilla Spurling **PS**, Barbara Wells **BW**, Leslie Selby **LS**, Tony Tew **TT**, Rebecca Green **RG**, Jenny Elmes **JE**, Mark Lapper **ML** (Treasurer), Malcolm Selwood **MS**, 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: Mike Quinlan (Lay Chair)

1. **A Homily led by the Reverend Deborah Swann took place and afterwards the PCC gathered into groups to discuss the reading.**

Opening Prayers: The Reverend Neil Kelly

2. **Apologies for absence: Jon Moulton, Heather Duncan, Simon Lathwell, Margaret Harris**
3. **PCC Minutes: 27th November 2024 to be Agreed:**

All those present voted in agreement that these minutes were a true account of the last meeting.

Matters arising:

- **Diptych update from Hilary Goodinge:**
Diptych update from Hilary Goodinge: Hilary G reported that Phil had taken the backs off the Diptychs but unfortunately there were no signatures on the back, but having said this it has confirmed that they are definitely Limoges. HG will now take the Diptych’s to Christies for them to take a look. In view of the outcome HG suggested that these should be sold and appreciated by their buyer rather than be left stored away. It was agreed that a proper valuation would be sought with a view to sale on the open market, to be sold individually or as a pair. This would be subject to a faculty. MQ said that he would go back through the donations book to find out who gave these, and we may have to trace the descendants to ask for permission.

Proposed by: Hilary Goodinge **Seconded by:** Mark Lapper – **All those present voted in favour**

- **Listed Places of Worship update:**
Mike Q reported the LPW scheme had been extended for another year, but the number of applications will be limited, to an overall figure 23 million pounds.
- **New Rector update:**
Mike Q reported with regards to the post of the new Rector that there have been conversations with the Bishop and Archdeacon of Sherborne.
- **Organ Swell instruction to go ahead update:**
Instruction has been given for the urgent works to the organ in Lady St Mary church, but it has been decided that it is not appropriate, due to our Parish financial situation, to proceed with the works to the Great Organ. MS asked if this work would be carried out in the future? MQ said that if monies come into pay for this work, then yes it can be done at a later date.
- There was a correction to the minutes dated 27th November 2024 - the Chalice is a Charles II and not an Elizabethan as stated at the meeting.

4. Administration and Correspondence:

PCC meeting dates for the rest of the year;

- Wednesday 26th March 2025 – 7pm
- APCM – Wednesday 21st May 2025 at 7pm
- Wednesday 11th June 2025 – 7pm

- Lady St Mary church/Priory Hotel Car Park:

DB reported that tensions were running very high between the Priory Hotel proprietors and members of the church/congregations. MQ explained that this is a difficult situation with regards to the ownership and right to park there. It was decided that the church congregations are to be asked not to confront the Priory Hotel but to report any situations to the Parish Office or Churchwardens and it will be dealt with accordingly. An informal chat is to be arranged with the Priory Hotel proprietors.

5. Team Vicar's update: (The Reverends Neil Kelly and Deborah Swann)

Deborah and Neil sent out their report prior to the meeting.

PCC Meeting Wareham Wednesday 29th January 2025

Team Vicars Update

Worship:

- Planning and leading special services for our first Advent and Christmas including:
 - Christingle Service Sandford 15th December
 - Carol Service at Lady St Mary with the Mayor, Deputy Lieutenant and High Sheriff
 - All Age Christmas Day Communion Services
- Week of Prayer for Christian Unity 19th Jan 2025.

Pastoral:

- Continuing input into care homes, including Christmas Communion services and events, at Pine Martin Grange and Anglebury Court
- Visiting and Home Communion
- Lay Pastoral Assistants – seven people confirmed with Diocese, to be recommissioned. Re-scheduled LPA meeting planned for 5th February
- Safeguarding – involved in the process of reporting and reviewing safeguarding processes at Sandford
- Funerals.

Training:

- Lay Worship Leader Training:
 - Planning and preparation within Deanery and Parish from early December
 - Training to commence 1st February in Wareham Parish Hall
 - Commissioning Service with Bp Karen at Lady St Mary to be confirmed for May or June. Participants from across the Benefice – 20 +
- Ongoing personal Ministerial Training has included:
 - School Governance training, Leadership Training for Established Church Leaders, Art for Advent at Sarum College, Trauma Informed Ministry.

Young People:

- School Collective Worship – continued commitment every Tuesday in all 3 primary schools
- Additional schools work during Advent – Carol and Nativity services and events and supporting Revd Hilary Bond, Schools Worker, in Church based story telling
- Wareham Toddler Group Christmas Storytelling – supported Hilary leading the event
- Friday Night Youth, Sandford – ongoing practical involvement and support maintained
- Purbeck School Carol Service cancelled due to teacher ill-health.

Community Events:

- Involved in a range of community events prior to and over the Christmas period, e.g. Sandford School Fair, Wareham Christmas Tree Blessing, Town Council Christmas Reception, Carols on the Green etc.

Vacancy Update:

- Involved in the two-day selection process for a new Team Rector 1st, 2nd Dec
- o This included facilitating Sandford St Martin School Pupil Council interviewing the candidate; a very helpful and positive experience.

Additional:

- Communicating the faith and mission of the Church, via article writing, for Love it Local
- Participating in, or facilitating, a range of meetings and planning groups associated with maintenance and mission activities e.g. Finance and Mission Committees, Local Church Congregational Meetings, Breakfast Church Planning Group, Ministry Team Meetings and Worship Planning.

Future:

- Trying to return to one full-time equivalent clergy role, now that Christmas has passed
- o Friday is our usual shared day-off, however this has to be flexible at present, due to Friday Night Youth and funerals
- o Retreat planned 10th–14th February, having been in Parish for one year on the 11th Feb
- Wedding Couples Preparation Day planned – date to be confirmed
- Sermon series planned during Lent on the theme of ‘Generosity’
- Ministry Team Thinking Day on 19th Feb, with our desire to follow on, with a PCC Vision and Planning Day later in the year.

The Revd Neil Kelly & The Revd Deborah Swann**Team Vicars of Wareham’s Family of Churches**

If any questions required of the above, please bring them to the meeting

NK and DS said that they have been really impressed with the sign up and completed forms for the Lay Worship Leaders training take up.

NK and DS day off will now be on a Friday but this will be flexible with the Friday Night Youth group and any funerals that needed to be covered.

6. Finance:

From: Mark Lapper (Treasurer) To: Members of the PCC

Date: 18th January 2025

Report to the PCC on Parish Finances - for the meeting on the 29th January 2025

The provisional financial position at the end of the year has been circulated. It could be subject to change as the accounts are finalised.

Income

- Planned giving appears to have declined since November, but this may recover when December is finalised. Our year end estimate has reduced by 6.3% and is short of our 2024 budget by £6758 (-9.6%)
- Our collections and donations have shown an improvement, so our year end estimate has been increased slightly, but not sufficiently to compensate for reduced regular giving.
- Our gift day exceeded expectations, raising £8763. Many thanks to all those who gave so generously.
- Fund raising income was also a bright spot, raising £7372. Again, many thanks to all those who helped.

- Parish hall hire raised more than we had expected.
Overall, our income of £163403 was 6.7% higher than our original budget.

Expenditure

We continue to run at a deficit, which is now showing as £63,510. There are two exceptional costs- one arises from the insurance settlement following the silverware theft, and the other is our payment to NPG for preparing grant applications. Remove these and our actual expenditure was close to the budget.

Our general fund balance is expected to reduce to £81,673 which is edging toward our 'safety level'.

Our three largest expenses, in decreasing order of size, are diocesan share, which pays for our clergy, their houses and pensions, parish office staff costs, and church & parish hall running expenses.

What should we do?

We urgently need to reduce our outgoings, and to this end we propose to reduce our payments to the diocese so that we balance the books in 2025. We will also look at our other significant costs to see what potential there is for savings.

I refer you to Mike Quinlan's recent paper which gives more detail on personal giving, fundraising and the diocesan share.

Grant applications

Ten draft applications were received from Non-Profit Group. Eight have been completed and submitted, and the remaining two are being worked on. We have asked for funds to support essential repair work in Lady St. Mary.

M Lapper Treasurer

- **Summary of the End of year Accounts 2024:**

The budget summary was sent out prior to the meeting

- **Finance Deficit:**

DS thanked ML and MQ for the letter included in the monthly article.

ML reported that he had received bids from NPG but unfortunately these could not help with unrestricted funds but could help with the Quinquennial repairs to Lady St Mary church.

MS queried why we were buying new TV screens for LSM – NB said that these would only be for screen replacement if the present screen and projector were to break. TVs are the cheapest option for replacement. MQ reminded everyone that a faculty had to be applied for in case there was an imminent problem.

PS said that it would be good to use the monies to develop LSM space so that it would be more attractive to the local community, toilet facilities and more floor space.

NK said that after the APCM there will be an opportunity with a new PCC to share thoughts and ideas and the vision for the Parish.

HG said that friends of the churches in Wareham would be a good opportunity for those who value the churches in the community could look after the fabric of the church and the repairs.

- **Blessing Fund**

MQ reported that the Blessing Fund needs to become a restricted fund of the church accounts so that we can make it accountable to the PCC and reclaim the Gift Aid on the donations. Jean Dixon, Barbara Wells, Steve Wells, NK and DS are all in agreement with this. The Blessing Fund will report annually to the PCC. This fund is benefitted by many local people and was set up originally with Stoborough Baptist church.

Proposed by: Mark Lapper **Seconded by:** Malcolm Selwood – **All those present voted in favour**

- **Budget for 2025** – Circulated at the last meeting
- Finance Committee Report – ***Sent out prior to the meeting***
- Parish Fund Raising

7. Safeguarding:

- Safeguarding courses are now online
- Verbal update from Safeguarding Officer
- New members to do basic training, if they have no safeguarding training/**renewals**
- All Trustees need to be DBS checked
- **DB reported that there had been a potential Safeguarding issue at Sandford St Martin's church and that all procedures were followed. DB did reiterate that PS is the PSO's assistant based at Sandford within the worshipping community and should be notified of any issues.**

8. Fabric Update:

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

PCC of Wareham – Fabric Report for PCC meeting on 29 January 2025

This report should be read together with the Fabric Issues report updated on 16 January 2025.

Listed Places of Worship Scheme I wrote to our MP, Vikki Slade on 29th November 2024 regarding this scheme. She replied on 11 December saying she had written to the Secretary of State, Lisa Nandy, asking for an extension to this grant. I understand a government meeting is taking place on 22nd January about this scheme.

Lady St Mary's Church

Funding Work at LSM with the exception of essential repairs is on hold as we have no funds available in the Fabric Fund and the General Fund is predicting a substantial deficit for 2025.

Quinquennial Repairs Work is on hold due to lack of funds. I have been assisting Mark Lapper in completing applications for Funding started by Non-Profit Growth for this work.

1. **Applications for Faculties for Lady St Mary's Church** – Nick Burden has started work on assisting me with paperwork for the following applications:
 - a. New TV screens
 - b. Disposal of Font Cover from Lady St Mary's Church
 - c. Possible disposal of the Clergy Stalls and use of chairs and prayer desks. PCC approval will be required for this.
 - d. The faculty for the new Charles II Chalice (hallmarked for 1679) has been granted by the Chancellor as an extension to the previous Faculty for acquisition of the new silver following the burglary in 2023.
2. **Monument to Antony Trew.** I intend to invite quotations and seek grant funding for this work, hopefully to be carried out later this year.
3. **Church Organ** After receiving several donations for this work, we instructed Michael Farley to proceed with the works to the Swell Organ at a cost of £11,900 + VAT on 7th January in the hope that some of this at least could be completed before 31st March to enable the VAT to be recovered. The additional work on the Great Organ will be considered further at a later date.
4. **Church, Heating** I intend to investigate whether we can install a new heating controller that allows us to set different temperatures at different times and on different days. This might allow us to have the church at a lower temperature when there are no services or other events taking place and therefore reduce our gas bills.

St Martin on the Walls

5. Trial Pits at St Martin on the Walls.

The Diocesan Advisory Committee have suggested alternative archaeologists after the first two appointed resigned. I have approached Michael Heaton who has advised that we may need more than 4 trial pits, and that Historic England may insist that an Archaeological Contractor carries out the work. I am going to discuss this with our architect, Michael Vaughan.

6. **Demonstrator Church Grant.** I can't really progress any further with this until I know more about the trial pits.

Fire Risk Assessments and General Risk Assessments

7. **Lady St Mary's** Mike has completed the Fire Risk Assessment and General Risk Assessment for LSM. Training will be provided for Fire Wardens to include clergy, churchwardens, vergers and concert stewards in February. Additional Risk Assessments are needed for Angel Voices, the Choir and Bellingring.

8. **Parish Hall** Mike has instructed Vale Fire Safety to prepare a Fire Risk Assessment for the parish Hall at a cost of £300 + VAT. A site visit has been arranged for 26th February. In addition, we are seeking quotes for inspection and testing of the fixed electrical installation, which has probably not been tested since 2008.

Mike Quinlan, Churchwarden and Fabric Officer

20 January 2025

MQ reported verbally that he had met with Marshall from A R Harris electricians and asked if the church heating temperature could be reduced. Unfortunately, this cannot be done via the thermostat and therefore we should be thinking of reducing the hours the heating is on for. At this meeting it was discovered that emergency lighting was not working in Lady St Mary, and new batteries are needed. JE reported that the emergency lighting in the church tower is working. As the emergency lights are at high level MQ said that it would be easier to move the lights to a lower level, but this would need approval from the DAC and an emergency faculty.

MQ also reported that he was undertaking the task of doing a Fire Risk Assessment for Lady St Mary church and that there is an Ecclesiastical Insurance template for this. A Fire Risk Assessment needs to be done for the Parish Hall and Mike has asked Vale Fire Safety to come out and do this. Well, done to MQ for sorting this out.

RG left the meeting at 8.31pm.

9. Parish Hall

- The Parish Hall committee met on 8th January 2025 and minutes had been circulated
- Dates of further meetings:
25th June 2025 at 2pm
24th September at 2pm

10. Committees

- **To include any matters arising from the last PCC minutes dated 27th November 2024**

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

- **Church Committees** – Sarah L has been arranging a trip to Lee Abbey in the Autumn 12th – 14th September – there is room for 40 people. This was open to the breakfast church at Sandford in the past but this time it has been opened up to the whole Parish. Sarah to liaise with DB about publicity etc.
- **Children and Youth committee**
- **Mission committee** – A discussion took place with regards to the Travel Scheme - this was set up for youths who were planning to travel overseas with a Christian mission and would be funded from the Michael Smith designated fund. The committee has been asked to fund the Spree group of children this year which is to take place 27th - 29th June. The next Mission committee meeting will be on the Wednesday 5th March.

- **Environmental updates**
- **Standing committee**
- **Finance**

11. Questions for the Churchwardens:

- HG reported that there will be a T. E. Lawrence day on 17th May 2025 in St Martin on the Walls church to raise monies for the Parish. There will be talks by Neil Childs and Kath Doyle and music. HG feels that this will appeal to the T. E. Lawrence society.
- HG has been approached by some members of the LSM congregation about doing a Christmas Tree festival in LSM, but it was thought that there was too much going on in church in December so St Martin on the Walls would be a better venue, details to follow.
- TT also said that he would be happy to show another one of his films for Parish Fund Raising.

12. Deanery Synod Update:

- There has been no meeting currently, therefore nothing to report

13. A.O.B.

A.O.B. please forward to the PCC Secretary 48 hours prior to the meeting – **There was no other business to report.**

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 26th March 2025 – 7pm

Signed.....Chairdate