

## Parish of Wareham PCC

### Minutes of Section 11 meeting held at the Parish Hall on Wednesday 25<sup>th</sup> September 2024

**Present:** Team Vicar the Reverend Neil Kelly **NK**, Mike Quinlan **MQ**, (Chair), Hilary Goodinge (**HG**), Nick Burden **NB**, Margaret Harris **MH**, Paul Harrison **PH**, Sarah Levett **Sarah L**, Anne Laking **AL**, Ginny Collings **GC**, Jon Moulton **JM**, Leslie Selby **LS**, Tony Tew **TT**, Heather Duncan **HD**, Simon Lathwell **Simon L**, Rebecca Green **RG**, Jenny Elmes **JE**, Mark Lapper **ML** (Treasurer), 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)*

**Opening Prayers: The Reverend Neil Kelly**

#### **1. Apologies for absence: Priscilla Spurling, Barbara Wells, Deborah Swann, Malcolm Selwood**

Correspondence received by the PCC Secretary – DB was in receipt of an email from Peter Jennings unfortunately wishing to resign from the PCC with immediate effect. The PCC thanked Peter for all his hard work as a PCC Trustee and for helping at the services in St Martin on the Walls church and Lady St Mary church. The PCC asked DB to write a letter on their behalf thanking Peter for all his hard work within the Parish.

As Peter was voted as the Parish Representative for St Martin on the Walls in the Section 11 meeting on 28<sup>th</sup> August 2024, the St Martin on the Walls Congregational church committee met and voted that Becky Green should be Peter’s replacement.

**Proposed by:** The St Martin on the Walls church Committee **All those present voted in favour**

#### **2. The Parish Profile:**

- The Parish Profile was sent out to the PCC on the 18<sup>th</sup> September 2024, this should have been read through prior to the meeting and any comments or alterations needed should have been sent back to the PCC secretary before Monday 23<sup>rd</sup> September.

- Comments and signing off at this meeting.

MQ thanked everyone on the Parish Profile group for all their hard work in producing this document which has taken hours of time to produce, and apologised for the lateness of sending this out, as people only received this on the 20<sup>th</sup> September. The document was projected on to the screen for all to see and some comments that MQ had received were highlighted in red. The document was then looked at in great detail. A few more tweaks were to be made by MQ before sending to Bishop Karen and Archdeacon Penny for their input tomorrow, explaining that there would be more detail to be added with photos etc. Sarah L will then check spelling and grammar and produce a well-read document in readiness to send out to potential candidates.

**The PCC were asked to confirm their acceptance of the Parish Profile**

**Proposed by:** Simon Lathwell **Seconded by:** Paul Harrison **All those present voted in favour**

#### **3. PCC Minutes: 17<sup>th</sup> July and 28<sup>th</sup> August 2024 to be Agreed:**

**All those present voted in agreement that these minutes were a true account of these meetings.**

Matters arising:

- **Opening of a new Restricted Fund for Breakfast** – All those present agreed for this to be passed to the Standing Committee to deal with when further information has been sought from the Donor.

#### 4. Administration and Correspondence:

PCC meeting dates for the rest of the year;

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

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

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

To give a flavour of our activities, in addition to the regular commitments our work has included:

##### **Vacancy**

- Significant amount of time has been spent contributing to the preparation of the Parish Profile during August and September (including collating, drafting, and editing)
- We have kept Bishop Karen and Archdeacon Penny informed of the needs and challenges.

##### **Worship**

- Variety of special services and events including:
  - Civic, Patronal, Town Twinning services, Hymns & Pimm's at East Holme
- Trialled Creationtide worship and events across the benefice working with Revd Hilary Bond and special 'Going Deeper' linked to Creationtide
- Clergy Team worship planning, including – Advent & Christmas
- Agreed to trial no United Services on fifth Sundays. Instead have united services with special events or speakers e.g. 27th October Bible Sunday with Ruth Guinness, Mission Partner speaking.

##### **Pastoral**

- Life events:
  - Baptisms and associated preparation (5)
  - Weddings (4)
  - Increasing number of Funerals during August and September (6) including a Greek Orthodox Funeral at Lady St Mary's
- Home visits and Home Communion
- Continuing input into the care homes at Pine Martin Grange and Anglebury Court with additional visits during the month
- Successful gathering of people involved in Lay pastoral work within the parish 24th July – 'Thankyou' cream tea at East Holme Priory.

##### **Training**

- Introduction to the Diocese
- 6-month Ministry Review with Bishop Karen
- New Post Consultation – time away with clergy from other Dioceses including Bristol, Oxford, Guildford, Portsmouth, and Salisbury
- Online training linked to Parish Share and Generosity Week
- Diocesan Clergy Day.

##### **Young People**

- Met Youth Worker from Lighthouse Church, Holton Heath to discuss possibilities of joint Working.
- School Leavers services.
- Friday Night Youth Leaders meeting involving planning. FNY not restarted due to insufficient volunteers, hoping to resume 18th October.

##### **Community events**

- Various over the summer including attending summer fairs and fetes.  
Due to family care commitments Deb and Neil were away for a week each during August.

#### **Neil briefly read some points in the report:**

Discussions took place about the 5<sup>th</sup> Sunday not being a united Parish service, unless there was a guest speaker as not many people from the other churches were attending. Some people thought that the congregation at Breakfast church found it unusual to break the pattern of the weekly service and it may lead to losing the regular congregation. Others thought it is great for a chance for all the churches to meet in the Parish church. The decision was to give this some more thought to this.

PH highlighted that with Peter leaving the Parish we would be a sidesman and AV/sound operator in Lady St Mary church at the 8am service. Neil appreciated this will be a potential concern and needs addressing.

Neil asked the PCC to thank Sarah L for all her hard work in running the Friday Night Youth Group and explained that a meeting had taken place, and it was hoped that FNY would restart on Friday 18<sup>th</sup> October. During the planning and thinking meeting it was discussed that there is the possibility of the youth worker from the Lighthouse church in Holton Heath to come and run some of these sessions.

## **6. Finance:**

Treasurers Report – **This was distributed to the PCC members prior to the meeting.**

### **Report to the PCC on Parish Finances - for the meeting on the 25<sup>th</sup> September 2024**

The financial position at the end of August has been circulated. Mark L comments follow:

#### **Income**

- Planned giving is roughly in line with our plan. Note that this is our single biggest source of income, and it has been steadily declining. **It is now only 82% of what it was in 2021, not allowing for inflation over those years.**
- Our collections and donations estimates have been reduced a little, in line with the history. **Collections look like being down by around 23% compared to last year.**
- Income from the other sources (hirings, PCC fees etc) is following the same trend as two months ago, so our year end estimate remains much the same.

To sum up, we now think that our income will be close to our budget set last year.

#### **Expenditure**

We continue to run at a deficit, which is now showing as £80,509. Our general fund balance is predicted to reduce to £64,675 which is close to our 'safety level'. If this pattern continues, we will be unable to pay our share to the diocese next year, which will have serious consequences for the parish. We can and will look at our outgoings, but what we pay to Salisbury remains the major expense. It is essential that we all look at ways of raising more income, since we have so little opportunity for cost saving. Each subcommittee should have this on its agenda and all ideas will be considered.

#### **What actions can we take?**

1. Encourage everyone to make regular donations via the parish giving scheme. This gives you the opportunity to increase your giving in line with inflation- you will always be asked if you wish to do this. In addition, the gift aid can be added through the scheme to make donations go further. Forms and help are available from the parish office or treasurer.
2. Think about a gift to the church in your will. There is a leaflet about this in LSM church porch, and from the parish office or treasurer. There was recently a national 'Remember a charity week' encouraging all of us to think about giving in this way. You can visit the website on [rememberacharity.org.uk](http://rememberacharity.org.uk).
3. Be innovative about fundraising. What could we do to excite the wider population?
4. Apply for more grants. For example, grants from £10,000 to £10million are available through the National Lottery Heritage Grants programme to support communities caring for places of worship of all faiths. They

are planning a refreshed approach later this year to see how to reach out to those who manage places of worship to encourage them to apply. This sounds interesting.

5. What ideas do you have?

- **Budget 2024 to be sent out prior to the meeting**

The Budget at present proposes a high deficit at the end of the year. ML noted that the regular giving was down by at least 25%.

- It was discussed that Parish Giving Scheme application forms to be left in the churches and the congregations to be reminded of these.
- Legacy leaflets also need to be highlighted to parishioners – HD thought that as a church we were missing a big opportunity and she speak with ML with regards to how we go forward in promoting legacies, as legacy campaigns are missing in the Parish.
- ML brought to the attention of the PCC Trustees the National Lottery Heritage Grant programme which has 10 million pounds to give away to churches of which he will follow up to see if we meet the criteria.
- MQ asked if ML could update the situation with regards to Non-Profit Growth at the next meeting.
- It was decided that a Finance Committee meeting was needed to discuss some of the issues raised.

7. **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
  - Safeguarding Policy to ratified – to be sent out prior to the meeting
- The Parish of Wareham Safeguarding Policy was adopted at this meeting.

**Proposed by:** Mike Quinlan **Seconded by:** Mark Lapper **All those present voted in favour**

8. **Fabric Update:**

- Report from Fabric Officer to the PCC Secretary for distribution to the PCC prior to the meeting.
- No report was received prior to the meeting but a detailed report titled Wareham churches Fabric Matters to the 2<sup>nd</sup> September 2024 was sent out for all to see prior to the meeting. MQ then updated the Trustees verbally as below:
- The Faculty for the excavation, inspection and backfilling of the Trial Pits at St Martin on the Walls church was received on the 4<sup>th</sup> September 2024.
- MQ had been forwarded an email from DB from Dr Nicholas Crabb who is an Archaeologist at Bournemouth University who wishes to visit St Martin on the Walls church to carry out some research using thermal imaging in the church. The main advantage of thermal imaging is that it can help to establish how stable the temperature is within key parts of the church, which might be very useful from a conservation perspective (particularly for the wall paintings). MQ explained to Nicholas Crabb that we had something similar to this a few years ago and was going to put him in touch with Tim Tatton Brown with regards to the work that he had already undertaken.
- An estimate has been received by J Spiller and Sons for the repair of the roof to the nave, east of the tower for the sum of £28303.20 – As we do not have sufficient funds in the SMOW Fabric Fund to cover this amount there is a shortfall – MQ has applied for a grant to the Dorset Historic Churches Trust it looks hopeful that we will receive a grant which will be for the half of the deficit.
- As MQ is the Health and Safety Officer for the Parish of Wareham, he is mindful that this is a big task and therefore has invited a group to assist him – The group of members asked are Jack Howarth, Mark L and Simon L they will help with the Risk Assessment and Fire Assessments in all churches.
- **MQ asked is there were any questions:**  
GC asked if the Rectory had been rented out as of yet? MQ explained that this is being dealt with by the Diocese and has nothing to do with the PCC, all income from the rental will go to the Diocese. It was reported that others had seen works being undertaken at this time.

9. **Parish Hall**

- Report from Parish Hall to be submitted prior to the meeting!

- The minutes from the Parish Hall meeting which took place on Thursday 15<sup>th</sup> August 2024 were distributed prior to the meeting – It was agreed at this meeting that the Hire charges were to be revised, the proposed new charges were sent to the PCC for the new Hire charges to be ratified.  
**Proposed by:** The Parish Hall Committee **All those present voted in favour**

**10. Committees**

- **To include any matters arising from the last PCC minutes dated 17<sup>th</sup> July 2024**

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

- **Church Committees**
- Lady St Mary church minutes from the meeting which took place on Wednesday 11<sup>th</sup> September 2024 – It was agreed at this meeting that the LSM Booking form, charges and Terms and Conditions were to be revised, the proposed new changes and charges on the LSM Booking Form and the Terms and Conditions were sent to the PCC prior to the meeting for the new changes to be ratified.  
**Proposed by:** The Lady St Mary church Committee **All those present voted in favour**

Thanks was given to all those who were involved in gaining a Gold Award for the living churchyard at Lady St Mary.

- **Children and Youth committee**
- **Mission committee**
- **Environmental updates**
- **Standing committee**

**11. Questions for the Churchwardens:**

- There were no questions for the Churchwardens.

Pastoral reports were updated on various parishioners, Ed Taylor, Graham Baynes, and Jane Patterson

PH reported that there is going to be a talk in the Lady St Mary Parish church, a story of the Osprey and the White Tailed Eagle, Birds of Poole Harbour on Tuesday 22<sup>nd</sup> October at 7pm – HG also reported that there is an Auction of Promises with a cheese and wine tasting on Friday 1<sup>st</sup> November tickets are on sale at £10 per ticket – Please if possible could you donate a bottle of wine.

**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 8.47pm

**Next meeting:**

**Wednesday 27<sup>th</sup> November 2024 – 7pm**

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