

**The Parish of St Mary-the-Virgin, Wivenhoe**  
**Minutes of the PCC Meeting on Tuesday 8<sup>th</sup> November 2022 at 7.30pm**

**Welcome & opening prayer:** Erwin read from the Follow the Star booklet a passage from Hebrews and a reflection written by Paralympian Ann Strike. The booklets are available to all but need to be ordered.

**Present:** Erwin Lammens; Douglas McCormick; Glyn Stanway; Graham Wadley; Rick Cawley; Heather Edwards; Sue Jones; Greg Butler; Bonnie Hill; Jane Taylor; Margaret Allison; Claudia Alsdorf

**Apologies:** Sara Batts-Neale; Sandra Osborne; Eric Jakens; Nick Gustard;

**Conflict of Interest.** None

**Conflict of Interest & Fit & Proper Person Forms.** Forms had been completed and only one was now outstanding.

**Minute 2022\114**

**Minutes of the PCC meeting** held on the 11<sup>th</sup> October 2022 were approved.

**Minute 2022\115 Matters Arising**

- a) **URGENT - Coffee rota** still needs an organiser. Erwin asked for suggestions on who would be prepared to take this on. It is believed it was in the service sheet for one week only. By opening this to the congregation it was hoped that someone would come forward but they haven't. The role consists of putting the rota together and replacing supplies when needed. Jane Taylor was prepared to co-ordinate the rota but for a short time only. The list needs to be extended with more people volunteering. Those doing the coffee need to bring milk along when it is their week.
- b) **External Lighting** still required to light the main church path. This is an ongoing problem after services. The churchyard is the Town Council's responsibility but they probably don't have a budget for it. Douglas will find out if there is a grant available for this. Douglas will also make contact with the Town Council. The small temporary lights kept in the rector's vestry corridor could be used as a temporary solution. Bonnie will purchase some solar lights on sticks which could also be used as a temporary measure.

**Minute 2022\116 Correspondence**

Email from the Diocese offering training for Pastoral Care course opportunities in 2023 The text reads - Please find attached an information sheet about part 1 of our pastoral care course. The next course will run on Saturdays at The Diocesan Office in Chelmsford, 2 sessions each Saturday from 9.15am to 3.30pm.

The dates are Saturday - 21<sup>st</sup> January 2023; 18<sup>th</sup> February 2023; 18<sup>th</sup> March 2023; 15<sup>th</sup> April 2023  
 If you know of anyone who you feel may benefit from this training, please ask them to contact me [dhardy@chelmsford.anglican.org](mailto:dhardy@chelmsford.anglican.org) for an application form and further details or look at the relevant page on the website <https://www.chelmsford.anglican.org/lay-ministry/pastoral-assistant>

**Minute 2022\117 Finance**

Cash in funds as at 31<sup>st</sup> October 2022

	Nominal Account Name	September 2022	October 2022
Free of restrictions	General fund for running Church	£88,767.54	£80,879.05
Restricted	Bell fund	£11,994.67	£11,994.67
Restricted	Choir fund	£755.27	£755.27
Restricted	Fabric general	£1,219.91	£1,219.91
Restricted	Fabric - Janet Ashton legacy	£10,000.00	£10,000.00
Restricted	Sheila Carrick legacy	£500.00	£500.00
Restricted	Hugh Brogan legacy	£5,000.00	£5,000.00
Restricted	Janet Richardson legacy	£1,000.00	£1,000.00
Restricted	Delia Schafle legacy	£22,500.00	£22,500.00
Restricted	Jane Cole legacy	£10,000.00	£10,000.00
Restricted	Flower fund	£719.15	£719.15
Restricted	FOSM	£8,209.36	£8,229.36
Restricted	Cory maintenance fund	£2,355.00	£2,375.00

Restricted	Organ fund	£370.00	£370.00
Designated	Sunday Club	£1,454.44	£1,454.44
Restricted	Wivenhoe St Mary's Music Society	£2523.68	£2,523.68
	Transformation rolling total	£61,859.69	£67,297.61
<b>Total Funds</b>		<b>£230,328.71</b>	<b>£227,918.14</b>

**Notes:**

1. The overall Funds balance exactly with our various bank accounts and those held in the CCLA investment account. The split between the nominal accounts reflects the Treasurer's understanding of those accounts.
2. The Parish Share proposed for 2023 shows a 27.18% increase moving from £70,464 to £89,613 per annum an increase of £19,149. The alternative proposal for a net 5% increase has been communicated to the Deanery and a response is awaited
3. The account for Wivenhoe St Mary's Music Society needs adjusting to reflect various recent events.
4. There are number of headings on the financial report which Douglas would like to change and a proposal will be put before the PCC in 2023.
5. Jane wondered if the details of the church bank account could be made more available. Douglas will consider the matter.

**Minute 2022\118 Fabric & related matters – Douglas McCormick & Sue Jones**

A Fabric meeting had been held on 29<sup>th</sup> October where the Quinquennial Inspection Report had been used to identify the work identified by the church architect. The Fabric Team were very pleased to welcome to the team Bill Hignell – Bill now retired had been in construction for over forty years and his wisdom will assist the team no end. The Minutes of the Meeting had been circulated in advance of the meeting to all PCC members.

**Minute 2022\119 Mission & Ministry Partnership - Erwin Lammens**

Our MMP is exploring the formation of a Christian charity for children and youth projects in Greenstead. An informative evening has been arranged on Wednesday 16 November at 7.30pm at St John's.

**Minute 2022\120 Adult & Children's Ministry – Erwin Lammens**

**Children's and Youth ministry**

The Sunday Club and The Way continue their meetings. Please keep supporting the young of our church family and their leaders. Upcoming events for the young of our community are the Disco evening on 19 November, the festive film 'Nativity' on 18 and 25 November (the schools' non-pupil days), St Nicholas on 26 November at 2pm, Father Christmas at the December Market, and Christingle on 4 December at 4pm. The Nativity play will be on the 18<sup>th</sup> December during morning service.

Heather continues her training for Youth worker at St Mary's.

**Adult ministry**

Café Chill attracts a good number of people who enjoy a coffee, tea and cake, book in a relaxed atmosphere.

Bible Study and Lectio Divina continue their regular meetings.

Support our Confirmation candidates Maureen, Gary, Kerry, Nyali and Sam at the confirmation service lead by Bishop Roger at St John's on Sunday 27 November at 5 p.m.. Worshipping community calculation.

The measuring the worshipping community at St Mary's.- a way of recording this will be sorted out and will be as accurate as possible.

**Minute 2022\ 121 - Safeguarding - Gill Black**

New email address [safeguardingstmarywiv@gmail.com](mailto:safeguardingstmarywiv@gmail.com) Nothing to report

**Minute 2022\122 Health & Safety – James Peters - Nothing to report**

**Minute 2022\123 To receive reports** and take questions on the reports from the following committees.

- a) **Fundraising Committee** – The December Market arrangements are going well with spaces for outside stalls still available.
- b) **Catering** – Mary Jakens – nothing to report
- c) **Worship Group** – Graham Wadley – nothing to report
- d) **Colchester Deanery** – Rick Cawley

The meeting was held on 12<sup>th</sup> October at the John Owen Barn, Fordham Hall, Fordham.

The meeting was preceded by the commissioning of Rev. Erwin Lammens as Area Dean, and

the welcoming of Rev. Hanna Cooper as Assistant Dean. This was conducted by the Venerable Ruth Patton, Archdeacon of Colchester, who also sung a blessing.

Erwin's wife An and son Jonas were present.

There then followed the apologies for absence, minutes of the previous meeting held on the 15<sup>th</sup> June and matters arising.

Michaela Southworth, the Chelmsford Diocese CEO, presented the revised way resources are being collected and distributed in the Deanery. Parishes are being given suggested parish share levels and allowed to voluntarily reduce or increase their levels according to income and aspirations. This is balanced against the income needed by the Deanery to cover costs.

The parishes will share what they have, the finances will be more locally managed and less worldly.

John Chandler, Deanery Finance Officer presented the details of the parish share model and showed how it was working with the 2023 figures.

It is working very well so far, churches with a surplus of funds are giving to help those without. The sums are balancing.

Questions including the availability of funds for the costs of implementing safeguarding, which in some parishes can be significant, were asked. Money is available providing parishes just ask for what they need.

The meeting closed with the Grace.

- e) **Wivenhoe Churches Together** - Minutes of the recent meeting had been circulated in advance of the meeting to all PCC members
- f) **FOSM** – Bill & Vivien Eborn – goods continue to sell steadily
- g) **Pastoral Visitors** – no report
- h) **Administration** – Lynne Horner – nothing to report
- i) **Spirituality Steering Group** – Janet Driver – nothing to report
- j) **Church Bookings** – a very busy month.
- k) **Bellringers** – on 26<sup>th</sup> October a successful quarter peel was rung.
- l) **Electoral roll** – Vivien Eborn - The total on the roll is unchanged at 118

**Minute 2022\124 – Community** – Peter Hill Chairman of the following groups

**Friendly Club & Café**

We continue to attract around 60 people each week including 15 – 20 volunteers. This makes the nave always look crowded. What is pleasing is that we usually get at least one new person each week. Whilst we have many regulars who come each week, we also seem to lose some people.

**Wivenhoe St Mary's Music Society**

The Churchfitters are playing for us on Friday 28<sup>th</sup> October. We had sold all 130 tickets by the middle of October.

Our next concert is a Feast of Music4 on Friday 18<sup>th</sup> November with the Wivenhoe Orchestra who will be playing a varied selection of pieces of music. Pam Garland, leader of the Orchestra has invited the Colchester Saxophone Quartet as special guest to also play that evening. Tickets are starting to sell from the Wivenhoe Bookshop. Tickets are £10 to include a glass of wine. At the request of the Orchestra, we will allow under-14s in for a special Junior Ticket priced at just £5 (but no wine).

**Minute 2022\125 GDPR, Communications & Licensing Report** – Marika Footring. - Nothing to report

**Minute 2022\126 Overseas** – Rosemary Murchie – nothing to report

**Minute 2022\ Any Other Notified Business**

- a) An **Assistant Verger** is needed to cover for Mary when she is unable to attend. Erwin asked if there was anyone who would be prepared to take it on. The use of the sound system is vital but training will be provided. It is a daytime role and is one of the few roles in the church that a fee is paid.
- b) **Christmas decorations** need to go up at the end of November and Erwin will be contacting people and asking them to assist. Date to be fixed.
- c) **Key audit** – Eric is preparing a new list. The fire station has mislaid the key lodged with them. It was suggested that they be directed to the key box at River Lodge if they didn't want to hold a key.
- d) **Heating** – it had previously been decided that this be on for church services and the door kept closed. This has not been done recently and so the information needs to be passed onwards. Churchwardens will ensure that the heating and door is dealt with. The heating units have been looked at and they have been adjusted resulting in them being much quieter now.
- e) **St Mary's T-shirts.** Was the church interested in producing a T-shirt/sweatshirt with the church logo on. These would have to be sold. Heather was prepared to look into it to see if it

was viable for the young people.

- f) **Next Meeting: The next PCC meeting** will take place on **MONDAY 12<sup>TH</sup> DECEMBER at 19.30 AT THE RECTORY.**

The meeting closed at 20.37 and concluded with those present joining together in saying The Lord's Prayer.