

Minutes of PCC meeting held on Tuesday 16 May 2023 in St Benedicts

Present: Fr Christopher, Jim Hartley, Brian Randall, Ruth Brett, Isabel Davidson, Kay Dorling, Chris Grant, David Hamilton, Hilary Hunter, Andrew Naylor, Alex Perry, Barbara Randall, Sarah Sayer and Morwenna Thomas.

Apologies: Philip Aldred, and Catherine Mack

1 **Welcome and Prayer**

2 **Minutes of last meeting** held on 13 March 2023 were agreed as a correct record. *Action*

3 **Matters arising not on current agenda**

11d Wymondham High Academy would be holding a **'living history' event on 21, 22 and 23 June** from 9 – 3pm each day. The Abbey would be open to visitors as usual.

The Papillon Trust had agreed use of the schoolroom for WH on Thursday 22nd so that the toddler group could be in the north aisle as usual.

11f **The Easter Fair** had been very successful

11g **The Duck Race** was also very successful. It had to be held in the Abbey as it was wet but the weather probably increased its popularity with families looking for an indoor activity.

11h **Events – date changes:**

- The **Fashion Show** in association with Middletons would be held on Wed. 27 September.
- The **Afternoon Tea** in partnership with Town Green Café on Sunday 23 July

4 **Finance report from Chris Grant**– circulated prior to the meeting – *attached*

CG commented:

- unexpected invoices were still arriving including a website charge from 2021.
- we were now paying £4,000 Parish Share a month
- access to CCLA accounts was still not possible
- access to Spooner Row account would hopefully soon be resolved with Barclays
- The Parish Giving Scheme was currently raising around £2,000 a month. It could be a lot more and should be promoted more widely. It. Fr C would draft a letter to go out to those on the Electoral Roll not currently using the scheme.

FrC

5 **Director of Music post**

Auditions and interviews were held on Saturday 13 May.

All three candidates were appointable but the unanimous decision was to offer the job to the Abbey's former Director of Music, Rob Goodrich, who would start in post in August.

The post has been funded for two years by generous donations. In the meantime visiting organists were receiving £70 per Sunday.

6 **Wymondham Abbey Preservation Trust**

The PCC agreed on the appointment of John Durrant as a Trustee.

7 **Mission / outreach**

The Community/Schools outreach steering group had prepared a survey to go out to the toddler group parents and others inviting suggestions for outreach activities for young families eg a Saturday afternoon service with a meal afterwards.

JH

There were other groups who might be interested in holding sessions in St Benedicts including Crochet and Knit and Natter groups. It was noted that there were Keralan Christians in Wymondham who might also be interested.

The importance of actively welcoming new people in church, particularly after services, was discussed.

8 **Sacrament to the housebound**

Over 20 people were now receiving the Sacrament at home each month. Care homes were also being visited and a bigger team was needed.

Margaret Hartley, Diana Grant and Isabel Davidson have agreed to train for this ministry. The PCC agreed that their names should go to the Bishop for approval.

9 **Guild of St Benedict report from Jim Hartley**

The Guild Team Leaders had met on 27 April. The team reports had been circulated and volunteers were grateful for the overview of all Abbey activities. The next Team Leaders' meeting would be on Friday 14 July at 2pm. A garden party was being planned for all Guild members on Sunday 16 July.

10 **Fabric report from Andrew Naylor**

- scaffolding was now up to allow the roof repairs which would take five to six weeks.
- a faculty had been received to allow the planting of the first five nut and fruit trees for the wild part of the churchyard. Another faculty was being submitted for a second batch of trees.
- the stone floor in the Lady Chapel had been professionally cleaned. This had been entirely funded by a generous donation.

11 **Abbey Hall**

The minutes from the Abbey Hall Management Committee meeting of 14 April had been circulated.

- Andrew Naylor said a new cooker would be fitted this week
- there was concern about a recent invoice (£210 for six hours) from the cleaning company who had been used two years ago. This arrangement must be cancelled and instead, Kelly Siddall would be asked to undertake three hours cleaning in addition to what she does for the Abbey.
- currently the Hall has one booking a week and until there were more regular hirings costs must be kept to a minimum. The PCC could not approve spending any funds on redecoration until hall income increased.
- The hall needed to be advertised more widely
- CG had met Corinna Pharaoh, the new Wymondham Town Coordinator. It was hoped that she would be able to assist with getting grants for the Hall to improve facilities and possibly provide some office space.
- It would be advertised on the Town Council website.

AN/HH

PAROCHIAL CHURCH COUNCIL OF WYMONDHAM ABBEY with SPOONER ROW

Registered Charity Number 1130495

12 Churchyard report from Hilary Hunter

The churchwardens would complete an EcoChurch Survey for Silver Award (both church and churchyard).

There was concern at the long wet grass cuttings left on the church path after mowing which were a safety hazard and a cleaning issue within the church. Fr C would contact the Town Clerk about this.

Fr C

13 Holy Trinity Spooner Row

The Acorns playgroup would like to use the church in August.

CG thought that access to the bank account would not be much longer.

14 Safeguarding

Catherine Mack is our Safeguarding lead but is currently unable to fulfil her role. Paul and Sonia Wood, assistant safeguarding officers, have asked to be relieved of their duties.

Diana Grant has offered to take on the role of Assistant Safeguarding Officer. This was approved unanimously by the PCC. She would undertake all the necessary training. Her photo and contact details would then be posted in the church.

15 Health and Safety

We were in need of a Health and Safety Officer. Fr C had someone in mind to approach. Andrew Naylor had access to the current policy which would need updating.

FrC

16 Any other urgent business:

- The Churchwardens would be inspecting the Applegarth house on Friday to consider its suitability as a new Vicarage.
- The PCC agreed that Andrew Naylor and Chris Grant should be informally appointed as Assistant Churchwardens.
- A concern was raised that the Guild Team Leader meeting hadn't quite addressed the function of the previous Heads of Department meetings of a few years ago. It was agreed that a second set of meetings would not be necessary but the Team Leaders should use the opportunity of their meetings to look ahead as well as reporting on achievements.
- It was agreed that WhatsApp provided individual teams quick and efficient ways of communicating between team members and should be encouraged.

We said The Grace together and Fr Christopher closed the meeting.

Next meeting – Wednesday 19 July at 5.30pm

Signed as a correct record of the meeting by Fr C J Davies signed as correct on 19 July 2023 _____