

The Parish of St. Mary the Virgin, Wivenhoe.

Minutes of the P.C.C. meeting held on
14th June, 2011 at the Rectory.

Those present; Revd. Erwin Lammens, Glyn Stanway, Eric Jakens. Joan Barratt, Rick Cawley, Lynne Horner, Shirley Forsgate, Peter Terry, Graeme Martin, Mary Jakens, Maureen Smith, Anne Horner, Joy Heasman, Diana Norris, Marika Footring, Maureen Reynolds and Sylvia Usher.

Peter Terry opened the meeting at 19.30 by welcoming all those present. He then asked Erwin Lammens to lead the prayers. Erwin did this by reading from a book called "Mission Shaped Parish". This highlighted different attitudes to P.C.C. meetings. One person looking forward and enjoying the meeting while another found the meeting a chore and never looked forward to it. The question was then asked "How can the P.C.C. be made more constructive to the Mission of our church?"

Apologies were received from Sue Jones and Graham Wadley.

Minute 2011/32 Minutes of the meeting held on 10th May, 2011 With one amendment at minute 2011/23 - change of date from 7th to 2nd- the minutes were agreed to be a true record and signed by Erwin Lammens.

Minute 2011/33 Matters arising

1. From minute 2011/21 Treasurer's request for help with counting the collection after services. Mary Jakens and Sylvia Usher have volunteered while Graeme Martin said that in the past either a sidesperson or churchwarden had counted the money. They will liaise with the Treasurer.
2. From minute 2011/22 Display of "Smart Water" certificate . This is now in hand.
3. From minute 2011/27 CRB checks. These are being processed.

Minute 2011/34 Max Guy had been asked to join the meeting to

speak on two specific subjects.

1. Toilet. Max gave a brief summary of the history of the trouble with the toilet which had first occurred in 2010. The drain had had to be cleared twice without success. The furthest toilet is now sealed. Two quotations for a permanent solution have been received varying between £5000 and £1500. It was decided to obtain a third quote from a drainage consultant (C.S.Mason Contracts Ltd.) This consultant gave two quotations. The first, for £2340, gave some cause for concern as the "fall" to the main sewer is minimal. The second option, which included an electric pump and control panel with a warning light/buzzer, gave sufficient pressure to the outflow drain. It was noted that FOSM had agreed to contribute £5000 to a permanent solution and a further donation of £2000 has been promised.

It was proposed by Anne Horner, seconded by Joan Barratt and unanimously agreed by the meeting to accept the second option of C.S.Mason at £5870 plus VAT at 20%.

The Secretary was asked to write to C.S.Mason accepting this quotation and to ask him to give a costing for an annual service of the system including the electric pump.

The Secretary was also asked to write to FOSM thanking them for their informal offer of a generous donation.

2 Trinity Windows. Max then read a letter which he had drafted to send to Trinity Windows regarding the work which they are contracted to undertake on the stained glass windows at St. Mary's. Numerous request have been made by Max and Jan Marks for this work to be done with no result. Max concluded the letter by asking that the work be completed within one month of the receipt of the letter and that, if they fail to meet the request, it is with regret that we will seek further advice to ensure that this matter is resolved. The secretary was asked to reproduce this letter and send it to Trinity Windows.

Max was thanked for attending the meeting and the work that he has carried out in these matters.

Minute 2011/35 Correspondence

A letter had been received from the Church Housing Trust asking us to consider them in our charitable giving.

Minute 2011/36 Finance report

The Treasurer reported that our finances remain in a fragile state. Parish Giving in March and April amounted to 77% and 68% of anticipated expenditure, although May was 107%. Lynne explained the Diocesan classification system for parishes according to how they pay their Parish Share. We will not fall into the Bronze section because our "average is below 96% but we are following the guidelines to address this matter". In order to attain classified as Bronze Lynne has to show that a) we have undertaken a formal stewardship campaign in at least one of the last two years b) formally sought assistance from the Deanery and acted in accordance with any recommendations c) sought formal assistance from the Diocesan Parish Finance Officer d) formally considered the Diocesan Christian Giving Strategy Document at one of its P.C.C. meetings

Minute 2011/37 Fabric

1. Colin White is physically unable to carry out the work to create the shelving at the back of the S.W. end of the church at this time. There should be a plea in Tidings and on the Pew Sheet for a volunteer to carry out this work. Lynne suggested that the Colchester Institute might be interested in carrying this out as a Technical Training Project.
2. D.A.C. visit. Erwin urged as many people as possible to attend this in order that many opinions can be put forward.

Minute 2011/38 Committee reports

Peter Terry explained that in the future these reports must be submitted to Lynne Horner (preferably by email) eight working days before the following P.C.C. meeting. These reports will then be transmitted with the agenda of the following meeting and the minutes of the previous meeting to all P.C.C. members. (Those few who do not have email or a printer will be sent a hard copy). These documents do not

have to be printed but can be read and notes taken for the meeting. [i.e. for the September meeting , on Tuesday Sept.13th reports must be with Lynne on Thursday 1st September] There will be, however, an opportunity to briefly update reports at the meeting.

1. Fund raising-- Graeme Martin reported.

a) June Market £2846•20 plus £30. Thanks to all who took part.

b) Future Events --Grand Garage Trail, 18th June; Band Concert, 2nd July; Barbecue and Curry lunch, 6th August; Church Ale Weekend, 17/18 September.

2. Catering committee £644•00 raised at the June Market. Next meeting on 13th July to discuss Barbecue, Deanery Evensong and Harvest Lunch

3. Worship Group. Anne Horner reported that this group had met on 31•5•11 when they had reviewed past Services and noted the Bereavement service when all 21 families had attended to collect their wooden crosses. They had discussed future services and events, including the Taize and Pentecost services and the Patronal Festival and Parish Pilgrimage to Alresford.. Finally they had agreed that the Worship and Vision groups should amalgamate.

4. F.O.S.M. This group is to meet on 29•06•11. They have 32 garages booked for the Garage Trail to be held on 18•06•11.

Minute 2011/39 Away Day

Erwin reminded members about this day. Twenty-five people have agreed to attend.

Minute 2011/40 Administrative Assistant

Lynne Horner has agreed to carry out this task. She has taken advice about Data Protection with regard to names which will appear on this data base.

Minute 2011/41 Children's Ministry

a) Sunday Club. There were fewer children present at the last meeting. All helpers involved with this group have now

applied for C.R.B. checks.

- b) The Children's corner is now very welcoming and appreciated by the parents and the children.
- c) All Age Worship. There is a good response from the whole congregation. It is felt there is a need for a wider aisle on the south side for access with pushchairs to the rugs and bean bags at the front.
- d) Toddlers group. Going well.

Minute 2011/42 Spirituality - Study - Pastoral matters

- a) Bible study groups -- The Tuesday evening group is growing in numbers while the Wednesday morning group is struggling to keep going.
- b) Young Adults Group -- there is a core group of about six young people. They are planning to have a D.V.D. which they will show and discuss.
- c) Christian Family Fellowship -- This is doing well, about twelve people attend with their children.
- d) Communion Classes for Children. -- These have now stopped but there is a need to keep reminding people that this is an opportunity which is available to them and their children.
- e) Parish Prayer Day 23.06.11. One more volunteer needed to keep the church open all day.
- f) Prayer List -- This needs updating. Please let Roy Murchie know of any people who need to come off the list as well those to be added.
- g) Pastoral Visits. -- this is something that needs investigation, taking all implications into account. Please do not stop visiting, as a friend, those who are house bound or who may be lonely or ill.
- h) Back-to-Church Sunday. -- 25.09.11. This will take the same form as last year with invitation cards to those who have lapsed in church attendance for one reason or another.

Minute 2011/43 Communication

A group of concerned people met to discuss the various elements of communication within the church. Representatives were ; John Williams (Tidings); Hilary Wadley(Tidings cover);

Roy Murchie (Pew Sheet); Marika Footring (Web Editor and Press officer); Malcolm Lench (Web Master); Peter Terry (Posters and Flyers); and Lynne Horner (Mailings)

"Tidings" was discussed at length, Hilary Wadley agreed to redesign the cover and John Williams will obtain quotes for the cost of a glossy cover with some of the centre pages being in colour. New contributors should be encouraged and St. Mary's articles should be given prominence. It was suggested that the price, which has not altered for many years, should be raised from 40p to 50p.

It was agreed that the Pew Sheet should remain the same. Anne and Peter were thanked for distributing posters and Marika and Malcolm for their work on the web site. It was agreed that this had been a productive meeting.

Minute 2011/44

Any other Business

Joan Barratt had spoken to Janet Ashton who raised the matter of recognition of several people who had made donations to St. Mary's for a specific purpose as a gift or memorial to a relative, ie. repair of the notice board, picture or some windows. Eric Jakens was asked to investigate the making of free-standing plaques to mark these gifts.

There being no further business the meeting closed at 21.20 with the Grace.

Date of the next P.C.C. meeting - 12th July 2011 .

*** Please note.*** Those who are submitting reports of organisations need to send their reports for the SEPTEMBER meeting by email to Lynne Horner no later than THURSDAY 1st SEPTEMBER, 2011 .