

# ST JAMES THE LESS, TATHAM

## Minutes of the Meeting of Tatham PCC held on 14<sup>th</sup> August 2017, 7pm

<b>1. Present</b>	Mrs L Kirkby (Chairman), Mr W J Parkinson (Vice-Chairman) Rev Mark Cannon, Mr J R Holt (Treasurer), Mrs P Holt, Mrs I Hilton, Mrs S Marsden (Secretary), Mrs S Rycroft, Mrs L Leather, Mrs E Atkinson, Mrs V Gardner, Mr C Burford representing the Friends Group
<b>2. Apologies</b>	Mr D Lund.
<b>3. Minutes</b>	The Minutes of the PCC Meeting held on 5 <sup>th</sup> June 2017 were approved and signed as a correct record by the Chairman.
<b>4. Matters Arising</b>	<p>The Fire Inspection has been carried out by Beacon Fire Services, Penrith. All fire appliances were condemned, so the cost to replace fire equipment is circa £434; including the certificate for insurance. Annual call out and inspection is £30.00. Fire notices and guidelines for concerts and some services – i.e. exit via vestry door. During normal times Church non-services, vestry door is locked.</p> <p>Churchyard: Everyone happy with the mowing and upkeep.</p> <p>Sign of Peace: Remaining in our pews and offering sign of the peace will be reviewed again at Christmas.</p> <p>Chairs: Delivery expected first week of September 2017.</p> <p>Pews: 3 have been sold and 1 remaining in shed.</p> <p>Vestry Steps/Handrail: Invoice for £110.00 discount of £30 – paid £80.00. Building inspector needs to sign this off which can then be passed to the Faculty for signing off – Sue to contact.</p> <p>Lighting: John Parkinson reported that this will be September at the earliest and is in the diary.</p> <p>Embroidery Panel: To be placed on the left side of the Bell Tower. Mel is liaising with the PCC about this.</p> <p>Microphone: John Parkinson reported that this has been installed and is working. He gave a demonstration to the PCC. Switch is in the choir stalls. There are two radio microphones which can be clipped to clothing. It is possible to put music through the system. Volume levels are set and not to be tampered with. There is no external socket. Speakers appear well placed and hidden from view. System will be used to see how it performs and will be reviewed if necessary.</p>
<b>5. Finance</b>	<p>John Holt (Treasurer's Report):</p> <p>Entwistle House: The Land Registry takes place of the Deeds. A valuation is required. Paul Dennis of Richard Turner &amp; Son quoted £800. £400-500 circa + VAT John Myers taking it on. The registration process has a serious backlog but it could be submitted as an urgent application.</p> <p>Chancellor Deed – Chester solicitors to be asked for a key for access as locks have been changed. John Holt to speak to Paul Dennis and see if he needs to get in, and</p>

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to set a date. Isabel to check the lock type.

CCLA investment unchanged.

Value as at 30<sup>th</sup> June 2017:

There is cash held on deposit of £7786 which is currently getting a miniscule return. The Treasurer proposed and it was agreed that £5000 be transferred over into the share account.

### Shares:

General a/c: £3,669

Fabric a/c: £633

### Cash:

General a/c: £7,786

School a/c: £1,963

Fabric a/c: £2,642

### Nat West:

Balance on 4 August 2017: £7,183

### Total Assets: £23,876

There are some payments and receipts since which have not yet cleared but roughly balance:-

Cheque received from Friends:

Cupboard doors: £1228.50

Stone step: £132.00 (Further £96 just paid)

Metal Racks: £139.98

Electrics brew station (Willans): £751.71

Total: £2252.19

Less VAT grant £234.95

£2017.24

£2000 paid to Diocese of Parish Share of £4442. Balance of £2442 to pay before end of year.

Still to pay: Lighting & P A System and Insurance: approximately £1000 due.

Donations from Upholstery Class, History Society and Wenning Voices.

Weddings and funerals payments are made to the Diocese, funeral in Church and burial fees are £473 - £110 of this paid to Diocese which is deducted from Parish share bill at end of year. Weddings are £424: £193 of which is paid to Diocese and credited back from Parish Share. Christenings – no fee. Ashes fee has similar payment arrangement.

Thanks were expressed to The Friends for their generous reimbursements as mentioned above; to Sarah Rycroft for helping with the finance records relating to Gift Aid claims and to Paul Whatmough for his help with the VAT claim on listed building works.

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<b>Services</b>	Harvest Festival – Sunday 24 <sup>th</sup> September 2017 at 11 am – encourage everyone to bring someone along.
<b>Church Maintenance and Facilities</b>	<p>Tony has been paid.</p> <ul style="list-style-type: none"> <li>- Bracket being made for storing folding chairs.</li> <li>- Churchyard: Thanks to Tom for sorting out the yew tree.</li> <li>- Stump grinder needed to remove the stumps.</li> <li>- Funerals: families at graves: unable to see because of yew trees – needs opening out – remove/thin out? To be discussed further.</li> <li>- Churchyard Extension: had letter asking how many spaces – 12. Need marking out, move whole wall back and rebuild - additional new stone would be needed; consecration.</li> <li>- 50 years then re-use.</li> <li>- ‘Buy now – Die Later’ faculty: can reserve grave spot via the Diocese – cost circa £240. Needs PCC approval.</li> <li>- Can only reserve for the over 50’s.</li> <li>- Recent ashes: 1 grave settled requires some topsoil.</li> <li>- Paths: Need repairing where services were put in. Richard Sanderson – tarmac £5.50 +VAT. 6-8 bags needed approx. £50 – this was approved by all present.</li> <li>- Weed control/Re-seeding: Damaged grass areas – Paul Whatmough</li> <li>- Richard Sanderson to look at gate with Ken near the vestry.</li> <li>- Flowers/Cleaning Rota (Barbara Harrison)</li> </ul> <p>Saturday 23<sup>rd</sup> September for Harvest Festival – 10 am Rebecca to do arrangement. Margaret reminder for decorating help. Fruit &amp; veg/home produce. Phyllis and John Holt kindly offered to host after the service for homemade soup with bread and cheese. Veda to supply bread/cheese.</p>

<b>Diocese and Benefice</b>	<p>There has been a fantastic joint service with 56 people in attendance. Picnic with boules and croquet was a success.</p> <p>Diocese news: A new Bishop to be appointed in the Autumn.</p>
<b>Mission &amp; Vision</b>	<p>Rev Mark Cannon led a discussion on our Mission and Vision. The questionnaires which were completed 3 years ago are now reaping physical results. Aim is for a healthy Church – growing in two areas:-</p> <ul style="list-style-type: none"> <li>i) Worship – Sunday morning service.</li> <li>ii) Exploring ways for outward looking to help others outside of Church – funding homeless, Uganda Schools. Practically helping either abroad or local/own charity – this to be discussed at next meeting.</li> </ul> <p>Points discussed included:-</p> <ul style="list-style-type: none"> <li>i) Volunteers health – are we a powerful army or a struggling band? The Friends: this involves a lot of people who are contributing to a shared community.</li> <li>ii) What is the purpose of this Church? <ul style="list-style-type: none"> <li>- Keep it going – looking ahead – meeting people’s needs</li> <li>- Increase congregation – how?</li> <li>- Help support – pastoral, clergy, congregation support each other</li> <li>- Spread the word – wider community</li> </ul> </li> </ul>

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	<p style="text-align: center;">- Focal point in community as a venue</p> <p>Suggestions put forward:-</p> <p>Alpha course; leaflets at the back of Church marketing for weddings, register for email addresses - births/marriages (Linda Kirkby), 'Songs of Praise', more relaxed/informal services – more music less wordy; give favourite hymns; newsletter; everyone invite a special guest to a service – those helpers who've contributed to improvements be invited to a service.</p>
<b>Friends Group</b>	<p>Colin Burford reported: Rebecca &amp; Richards lunch made £1300. PCC expressed thank you to Veda's generosity for providing the food and the audio equipment has been funded in memory of her husband and father.</p> <p>Stephen &amp; Ann, Wennington enquiring about weaponry artefacts – would it cause a problem in Church? Liaise with Linda on dates etc.</p> <p>Endeavouring to get more non-Friends involved 'Under the Umbrella' Open Day at Church early in the New Year January 2018.</p> <p>Forthcoming events: 14<sup>th</sup> October 2017 – Lancaster Male Voice Choir ' Last Night at the Proms' £15 per ticket – light supper/wine. September meeting to discuss. Open Gardens next year? Jackie and Willis Harrison – Jazz evening again next year.</p>
<b>Newsletter</b>	Autumn next one – to cover all events – Chris Berry for dates.
<b>Correspondence</b>	None presented.
<b>Recent events and activities</b>	Excellent lunch and Wenning Voices a success.
<b>Future Services and events</b>	<p>Jumble Sale: Saturday 9<sup>th</sup> September 2017. Posters done. Helen McKinstry coming on board to help since Kay Burrow passed away. Helpers needed.</p> <p>Services: Harvest Festival, Remembrance, Christmas Eve – no service in the morning on 24<sup>th</sup> December 2017, the 5<sup>th</sup> Sunday December will be a joint service.</p>
<b>Any other business</b>	Keyholders: Sue has a list? Current key holders: Lucy Leather, Linda Kirkby, Mark Cannon, Phyllis Holt, Betty Atkinson, Sue Marsden, Barbara Harrison, Rebecca, John Parkinson, Paul Whatmough, Sue Wood, Ted Park.
<b>Date of next meeting</b>	Monday 6 <sup>th</sup> November 2017 at 7.00 pm in Church. Rev Mark Cannon closed the meeting with a prayer.

Minutes circulated 1<sup>st</sup> November 2017