

PARISH OF STANFORD IN THE VALE WITH GOOSEY & HATFORD
St Denys – All Saints – St George

Minutes of meeting held on Tuesday 2nd July 2024

Starting at 7.30 pm in Church

PRESENT:

Rev P. Eddy (PE) **Chairman**

Mr P. Gill (PG)

Mrs J. Gill (JG)

Mrs. M. Galley (MG)

Mr. N. Archer (NA)

Mrs J Warren (JW)

Mrs Y. Upton (YU)

Mrs M. Sinclair (MS)

Mrs J. Shippobotham (JS)

Mrs J. Howard-Jones (JHJ)

Mrs T. Hardman (TH)

Mrs E Ward (EW)

<u>1</u>	<p>Welcome and Opening Prayer Apologies for absence: Sue Penman PE lit the candle and to reminded everyone of God's presence with us. He then led in prayer</p>	
<u>2</u>	<p>MINUTES of 11th June, 2024 Mtg. - with amendments & Matters Arising:- Notes from secretary's training passed around. Only 2 people have approved these minutes by e mail!! Proposed minute accepted NA Seconded – MS all in favour.</p> <ul style="list-style-type: none"> ➤ Legal fees for Church Wardens Ham land <p>There is a need to establish ownership as no title deeds and the land cannot be registered, Will need to get legal advice about the next step which will cost. It is a very complex situation and is work in progress.</p> <ul style="list-style-type: none"> ➤ First Aid Course - As the Church does not actually employ anyone we do not legally need a certified first aider. ➤ The secretary reported on PCC secretary training she had been on . Notes sent round to with brief summary and actions. <p>From the 'Church Representation Rules' in future</p> <ul style="list-style-type: none"> ➤ Any new members added to the Electoral Roll must be reported to the PCC. New role in 2025 ➤ Need a DATA PROTECTION POLICY ➤ Reappoint Secretary and Treasurer each year. ➤ Notice of meetings to go on all 3 church doors 10 days before meeting. ➤ Agendas and paperwork to go out 7 days before the meeting. ➤ Declarations of interest to be added on all agendas. ➤ Business which is not specified in the agenda for a meeting of the PCC may not be transacted at the meeting except with the consent of three-quarters of members present. ➤ All sub – committees of the PCC need to take minutes that are attached to PCC minutes. Members as these committees are all acting on behalf of the PCC. ➤ Names of people should not be included in the minutes – keep information general unless relevant to a post holder then say vicar/safeguarding officer/ treasure etc. unless a member specifically asks for their name to be recorded. ➤ Any e mail resolutions must be included in the next minutes. ➤ Only signed and approved minutes can be circulated / displayed to non – PCC members. 	EW & TH
<u>3</u>	<p>REPORTS</p> <ul style="list-style-type: none"> ➤ All Saints – Goosey ➤ The DAC has now passed on the schedule of work to the DAC 	

	<p>Subcommittee for approval. Hope it will be approved in the near future and then new quotes can be sought from the builders.</p> <ul style="list-style-type: none"> ➤ Goosey Green Ltd. have been very helpful. An Easement Agreement is needed to protect both parties. The PCC have already agreed this in principle and authorised the Standing Committee to obtain quotes from solicitors and proceed. ➤ Old Goosey registers have been scanned and the registers are going to be stored at the Berkshire Registry Office (BRO). Copies of them need to be kept in the parish. ➤ Need to find out how long records need to be kept. 	<p>MS</p> <p>MS</p>
<p>4</p>	<p>Finance Report / Update on Budget for 2024 Budget</p> <ul style="list-style-type: none"> ➤ After the APCM we need to reaffirm the Treasurer position. It was proposed by MS and seconded by JHJ that Sue Penman continues to be our treasurer. All agreed. ➤ The Treasurer's report had been sent round prior to the meeting. The vicar highlighted the main points. ➤ These questions were raised by the treasurer in her report – <ul style="list-style-type: none"> • All expenses, invoices etc, are entered into the Expense Plus system and await approval before payment. Paul approves some of the expense categories, but there will need to be someone else to do it in his place when on sabbatical. PE comment: any of the signatories (Vicar, Wardens, Treasurer and PCC Sec) can approve any expense other than their own, so Treasurer can choose any of the remaining three on the list (plus her) during the sabbatical. If the PCC has specifically approved an item, then only her processing payment is required (eg. Vicar Laptop) MS offered to take on more authorising, as has limited amount presently. • Thinking about the Village Compassion Fund, it continues to grow through donations but there have yet to be any payouts. Will the Wardens have authority to help if anyone applies during Paul's Sabbatical? PE comment: Yes. The publicly announced 'trustees' of the VCF are the Vicar and wardens and from August 1 to October 31, I hereby delegate by vote to the Wardens. The Application Form was on the Church website but is cut and pasted at the end of this Note and attached as a separate document. ➤ There was a question about what is included in the £3000.00 Service costs. The treasurer to be asked to clarify what is included. ➤ The vicar was aware that a grant application to the PPC to cover some of the Festival expenses should be in on Monday. The sponsor money is down by about 50% and it was not possible to get a grant from Vale of the White Horse District Council. <p>Following the visit of Joshua Townson last Sunday a letter will be sent to all church members about the finances. The following questions were shared: Finance - Questions asked by Michelle Sinclair to Joshua Townson (Diocese of Oxford Generous Giving Advisor) at the Q&A session at St Denys Church 30/6/24</p> <p>Is Parish Share an expected cost for every parish to meet or something which is optional? Parish Share is not an expected cost, <i>per se</i>, in the sense that it's not a bill however it is expected and asked that parishes prioritise paying Parish Share because it is how the Diocese pays ministry costs. If churches don't pay Parish</p>	<p>JW & SP</p> <p>PE</p>

	<p>Share, the Diocese would not be able to pay clergy stipends and housing costs.</p> <p>£50k sounds like a huge amount of money to most people! What does this Parish Share allocation at St Denys with Goosey and Hatford cover and why is it important that a parish meets this cost?</p> <p>£50k is just under the standard “cost of ministry” which means the cost to provide one cleric with a house (vicarage). This is £52,089 for 2024/25. Since Parish Share is the way the Diocese is able to pay clergy it is important for parishes to aim, where they can, to at least pay the “cost of ministry” as this means that we can ensure we are able to maintain the current level of clergy resource. For those churches able to pay more than £52k we ask them to do so in order to help with other costs covered by Parish Share such as – primarily – the training of new clergy, as well as support staff such as the giving adviser, youth work advisers, and buildings officers.</p> <p>What happens if a parish fails to pay its Parish Share in full? What happens if this occurs more than once or continually?</p> <p>If a church fails to pay its full Parish Share allocation, then initially the finance department will follow up to check the situation. After this the deanery, and possibly the [assistant] archdeacon, may initiate a conversation and suggest ways to improve income or reduce costs. This involves a two-way conversation to ensure that ministry can be best enabled in places that need it the most, in a way that is fair to everyone. For long-term underpayment the archdeacon and bishop will consider whether this is due to genuine affordability issues or if there is an underlying attitude that fails to prioritise Parish Share. If the latter is true they may reserve the right not to appoint a new incumbent when a vacancy arises.</p> <p>Diocesan Giving Pages - which are appropriate for us to use over next 12 months?</p> <ul style="list-style-type: none"> ➤ Link to be sent round again and to go on the next agenda for PCC to decide which resources are appropriate for us to use to help raise funds. November will be a ‘gift month’. ➤ There was a discussion about the present way money donations are collected. Perhaps use a box rather than a plate. Review finances at next meeting. 	
<p><u>5</u></p>	<p>Terms of Reference:</p> <p>Standing Committee Terms of Reference were sent round prior to the meeting. Agreed and to be reviewed in 6 months time. Members of Standing Committee to be Vicar, Wardens, Treasurer, Secretary and YU.</p> <p>Mission Task Group Terms of Reference were sent round prior to meeting. Regular prayer for the group supported will be very important. Next meeting to look at whom to invite to be involved in this. Review the Terms of Reference after 6 months.</p>	
<p><u>6</u></p>	<p>Reordering Update</p> <p>Energy Audit</p> <ul style="list-style-type: none"> ➤ A warden now has the square footage of the Church so can proceed with this. When the results come through Natalie Merry (Partner) Oxfordshire Heritage Partnership (Commissioned by PCC to write the Statement of Need & Significance, and the Impact Assessment) to be informed, plus Katie Duncan at JBKS, our architects. ➤ Parish Information to Oxford Heritage Partnership – has been submitted and site visit by OHP on July 10. On schedule at present. 	

	<p>Wi-Fi & Contactless Giving – St Denys</p> <ul style="list-style-type: none"> ➤ Information about the project sent round prior to meeting and now needs careful research. A permanent internet connection is needed in Church so that services and events can be streamed. ➤ There is £1000.00 grant that can be applied for once a scheme is agreed. If anything in churchyard needs digging up we will have to apply for a Faculty. NA and JW offered to research the project. ➤ After a successful introduction to contactless giving in Goosey, MS proposed that St Denys purchase the necessary equipment – Contactless Giving Machine and a router– to begin contactless giving. JG seconded and all were in favour. MS to sort this out. 	<p>JW & NA</p> <p>MS</p>
<p>7</p>	<p>Vicar’s Report/Sabbatical</p> <ul style="list-style-type: none"> • Sunday Services – A timetable of speakers, readings and hymns prepared by PE had been circulated. All Sundays will be covered. PE has delegated YU responsibility for leading Denys@4 and evening services covered by Veronica Buxton. • Pastoral Care Emergencies: Revd’s Chris Etherton (Faringdon) John Underwood (Cumnor) and Veronica Buxton. • Churchyard Headstone/Tablet Approvals: under Canon Law, in the absence of the Incumbent, this is the Assistant Area Dean (in our case) or, if a major issue, the Archdeacon. The AAD is lined up with our additional policy etc. • Funerals: Revd’s John Underwood, Chris Etherton, Asst Area Dean or Revd Maria Jukes (agreed in that order) • PCC Sabbatical Agreement the PCC did not feel the need to formally adopt the agreement, but assured the vicar that they would act within the spirit of it and thanked him for making things clear on paper. • Parish Administration – for PCC Considerations at the next meeting. Summer 2024. 	
<p>8</p>	<p>AOB previously notified to the PCC Secretary (Janet Warren 24 hours before the meeting) and conveyed to the Chairman/ Vice Chair in PE’s absence BEFORE the meeting, to arrange where best to discuss/eligibility.</p> <p>Deanery Synod Report had been circulated.</p> <ul style="list-style-type: none"> • Discussion about the Parish Share as this had been brought up at the Deanery Synod meeting. Our deficit has been covered by another church but will need to be paid back. We have had no discount as we have not paid it in full. The share will be reviewed at the October PCC meeting. At present we have paid £40,000 out of the £51,000. It is hope that we will be able to pay at least £5000 more in October and the vicar said he was in touch with a Buckinghamshire parish which may give us a grant given the evangelical position of the vicar. • Church Wardens to be invited to the November Deanery Synod meeting. • Discussion about the grants to become available for Children & Young People Ministry. Deanery representatives had been asked to find out about ministry in their Parish. The Vicar has drafted a reply to be further looked at next meeting together with ideas on how we would use any grant. <p>PCC/Vicar’s laptop proposal by YU /NA Proposal -It is proposed by Nigel Archer, seconded by Yvette Upton that: “The PCC purchase a Dell laptop (agreed budget £300-£400) for use by the Vicar, to remain owed by the PCC, as set out in the paper</p>	<p>MS, MG & JS</p>

	<p>tabled to the PCC at its July 2 meeting, and to purchase a Microsoft 365 annual software package (approx. £60)." All agreed to the Vicar purchasing the new laptop as recommended by NA.</p> <p>Papers tabled as 'background resource' •Background Information to Aid Good Decisions by PE circulated to help PCC during his sabbatical.</p> <p>Election of PCC Vice -Chair for October meeting in the absence of the Vicar: MS proposed Maz Galley to be Vice-Chair. EW seconded and all agreed.</p>	
9	Future meetings: 15th October 2024 (note not September)	
10	The meeting was closed saying The Grace together	

Name / Attendance	June 2024	July 2024	October 2024	January 2025	April 2025
Revd P Eddy PE	√	√			
Mrs M Sinclair MS	√	√			
Mrs M Galley MG	√	√			
Mir N Archer NA	√	√			
Mrs J Gill JG	√	√			
Mr P Gill PG	√	√			
Mrs Jenny Howard Jones JHJ	√	√			
Mrs T Hardman	√	√			
Mrs S Penman SP	Apologies	Apologies			
Mrs J Shippobothan JS	√	√			
Mrs Y Upton YU	√	√			
Mrs J Warren JW	Apologies	√			
MMrs E Ward EW	√	√			
TOTAL attending	11/13	12/13			