

Minutes of Meeting of PCC of Mirfield Team Parish 10th Nov 08, 7:30 pm at St Paul's

Ref PCC/Minutes/Minutes of PCC 10th Nov 08

1. Present

Jim Law (Chair), Revd Gill Johnson, Revd Helen Butler, Revd Ann Pollard, Revd Wendy Dalrymple, Michael Hampshire, Christine Breare, Katharine Crossley, Susan Pope, Ruth Edwards, Valerie Warner, David Brooke, Anne Heeley, Dianne Watkinson, Rachel Copley, Jane Jaggar, Stephen Butler, Chris Hargrave, Barry Hambling, Owen Ryder, Carol Wilkinson, Susan Young, Susan Auckland

2. Apologies

Carole Sykes, Mark Pollard, Jacqueline Turner.

3. Minutes

Carol proposed and Sue P seconded a motion to approve the minutes. This was carried with no votes against.

4. Matters Arising

- **Ramp at St John's** –Planning permission, from Kirklees MBC is required.
- **Licences to Administer Elements of Communion.** Licences were distributed for Ruth Edwards, Jim Law, Tim Barton, and Alan Chambers.

5. Resolution to Reserve Grave Space at St Mary's

Following the recent burial of Daniel Scott Brooks, resident in the parish, Ann proposed and Helen seconded the following resolution,:- **“The PCC approve the petition of a Faculty to enable Mark and Lesley Goshawk of 103 Northway Mirfield, not resident in nor on the Electoral Roll of the Mirfield Team Parish, to purchase a grave space adjacent to the plot, where they recently interred their 29 year old son, Daniel Scott Brooks.”**

This was carried with no votes against. The Secretary agreed to provide the written Resolution and Wendy will make the Petition.

Action Secretary and Wendy

6. Deanery Synod Report

Carol Wilkinson tabled a report which, inter alia, outlined the financial problems facing the Deanery and Diocese. This together with the shortfall of trained priests resulted in the Diocese proposing to cut 40 stipendiary posts by 2013. The Dewsbury Deanery was required to lose 4 posts; currently there are 4 vacancies in the Deanery. If they failed to do so the Deanery will be fined £40k per post.

7. Financial Report

David tabled a report showing that, to the end of September, we had received £66,251 and spent £49,817. The Parish Share for 2008 stands at £87,432 of which we had only paid £20,150. Inland Revenue receipts were expected and with increased revenues usually received at the end of the year, the projection was that we would pay a further £30,273 leaving a shortfall in Share of £37,000. The figures were tabled for the Dewsbury Deanery showing that collectively just 53% of the share has been received after the first three quarters. MTP have the largest Share in the Deanery and have so far the greatest shortfall.

Strategies for ameliorating the shortfall in Share were debated at length and this resulted in the following resolution proposed by Stephen and seconded by Gill. **“The PCC resolved to raise cash for the Share by marketing a Gift Day by an address to each of the three church congregations from the pulpit. The details of the how and when this should be done was delegated to the Clergy and Wardens at their next meeting”.**

This was carried with no votes against.

Action Clergy and Wardens

Notwithstanding the financial constraints the PCC was reminded of its previous resolution, which still stands, to donate 5% of its giving to overseas children's charities and will be paid before the year end. **Action Treasurer**

8. Stewardship Campaign - deferred to the next meeting

9. Eastthorpe Wrap

A report from Ann was circulated prior to the meeting. Debbie Lee Spence has now been appointed as Wrap Manager and the PCC expresses its thanks to Sharron, the owner of Pied Piper, and to Amy who was seconded to assist Eastthorpe Wrap. The number of children is growing steadily and now stands at 9. The company,

Eastthorpe Wrap Ltd, has now been registered at Companies House with Directors, Revd Ann Pollard, Mark Pollard, Christine Breare, and James Law. Eastthorpe Wrap has its own bank account and is now registered to accept voucher schemes. Parents will be encouraged to pay via Direct Debit. As part of the business arrangement, Wrap accounts are separate from the Team Parish accounts and our thanks go to Lisa Cullen who will oversee billing, payments and wages for the Wrap.

10. St Paul's Reordering

Two papers were circulated to, and were noted by, the PCC. The first was a detailed estimate of the cost and timetable for the project and the second was a copy of the Client Guide from the Construction Regulations 2007. The former document pointed out the need to establish two working groups, one to manage the project and the other to raise the funds. The latter outlined the legislative duties imposed on all the participants in the procurement and construction process, in particular the roles of "Planning Supervisor" and "Principal Contractor".

11. Churches Together in Mirfield

A report of progress to date was circulated prior to the meeting. It was necessary to elect two representatives from MTP to serve on the Steering Group. Kath nominated and Sue P seconded Ann Pollard and Stephen Butler to represent the MTP on the Steering Group of "Churches Together in Mirfield". As there were no further nominations and both agreed to serve then they were duly elected. The Steering Group had expressed a wish that all participating churches would contribute £100 to the running costs. Although willing to contribute, the PCC was unhappy to sanction this expenditure at the present time as they were unclear what the money was to be used for and felt that initially a lesser sum might be more appropriate.

12. Change of Name of Parish Centre and Signage

It was suggested that the name of, and the signage for, the Parish Centre should be changed using the blue Mirfield Team Parish logo with the subsidiary line reading "The Church Lane Community Centre". This would be followed by a post code, email address and telephone contact. It was felt that this should be done in a styling in harmony with the signage for the three churches and that the detailed plan for all signage should be considered by the Development Team.

Action Development Team

13. Parish Profile - Update

The Secretary reported that he was awaiting input for four sections 1 Vision Statement; 2 Mission; 11 Finance; 5.1 St Mary's. Completed in first draft with no external comment as yet were; Front Page and Contents; 2 Formation of New Parish; 6 Vicarage; 7 Other Buildings; 9 Administrative Structure; 10 Profile of Appointee. Completed in second draft with other inputs were, 3 Mirfield and Upper Hopton; 4 Clergy in Post; 5.2 St Paul's; 5.3 St John's.

Action Jim, St Mary's Wardens, David

14. Increase in Administration Hours from 6 to 9 per week

During the interregnum there will be extra duties falling on the Office Administrator, Kath Riley, requiring extra hours. It was considered necessary to develop a job specification in the mutual interest of both Kath and the PCC and Helen agreed to provide a basic job specification profile. Ruth proposed and Chris B seconded a motion "**to increase the hours of the Office Administrator from 6 to 9 per week**". This was carried with no votes against.

Action Helen

15. Administration of Vicar's Charities – New Mandate

The balance of £314.97 in the "Senior" Charity with Nat. West was transferred to the Vicar's Charity a/c on 30 Sept 08. Charity, R Holdsworth, has been removed from the Register and Charities for E V Walker and J Shepley have been transferred to the Hutton/Legard Charity. At Sept 08 the balance in the two Vicar's Charity a/cs is £244 in the Deposit a/c and £195 in Current a/c. The annual income for all charities is circa £650. Following Revd Peter Craig-Wild's departure, we require a new Mandate for the Vicar's Charity Accounts. Chris Hargrave proposed and Barry Hambling seconded a resolution as follows; "**The new bank mandate to operate the Vicar's Charity Accounts shall require any two signatures from those of Revd. Ann Pollard, Revd. Gill Johnson and the Secretary, Prof. Michael Hampshire.**" This was carried with no votes against. A mandate now needs to be secured.

Action Gill

16. Date of Next Meeting

The PCC will meet on Monday 5th January 2009 at 7:30 pm at St Paul's. **Agenda items to be sent to the Secretary on or before 29th December**

At this meeting a number of PCC dates including the APCM will be set for 2009.