

# WEST LITTLETON PAROCHIAL CHURCH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 1 APRIL 2019 AT 7.30 pm

## AT ST JAMES'S GRANGE

**Present:** Rev Sally Wheeler, Chairman  
David Adams  
Carolyn Adams  
Christopher Bell  
James Golob  
Michael Horgan  
John Mackenzie-Grieve  
Alan Young  
Sally Young

**Apologies** Harry Lawrence

### **Item 1- Chairman's introductory remarks**

The Chairman welcomed everyone to the meeting.

### **Item 2 - Apologies for absence**

There was an apology from Harry Lawrence

### **Item 3 – Minutes of PCC meeting held on Monday 12 November 2018**

The minutes were accepted without amendment.

### **Item 4 - Matters arising**

#### **a. Display Boards (Item 4a)**

The content was not yet complete.

#### **b. Church Recording (Item 4b)**

The Severn Valley Arts Society Church Recording Group had completed their work at the church but were continuing research of the archives. They were also continuing their research into the MU banner and would be taking it to the People's History Museum in Manchester for further advice. It was confirmed that we should invite the recording team to the village to thank them for their work once it was complete and the book produced.

The note of where various church items were stored had not yet been prepared.

**Action: David Adams**

#### **c. Hymn Books and Service Sheets (Item 8)**

The new hymn books were now in the church. It had been noticed that the covers were prone to warp in the damp atmosphere. This was disappointing as the previous books did not suffer in this way. As recommended by the publisher, the books were now in plastic slip covers and stored in boxes at the back of the church.

Service sheets for Evensong would be produced when required. James Golob kindly offered to have these printed.

#### **d. Website (Item 10a)**

As agreed at the previous meeting, David Adams would continue to work with Alan Creighton on [www.stjamesmonuments.org](http://www.stjamesmonuments.org) and Harry Lawrence would manage inputs to [www.westlitleton.com](http://www.westlitleton.com)

- e. **Church Architect (Item 8)**  
George Chedburn had been appointed.

**Item 5 – Benefice Report**

The Chairman had covered the main points at the APCM but gave a brief account of activity in the other parishes in the Benefice.

**Item 6 – Safeguarding and Policies**

The Chairman outlined the main points. The policy documents were managed by the Benefice. Sally Young agreed to be the Parish Safeguarding representative.

The policies are:

- Benefice Safeguarding for Children and Vulnerable Adults
- Accessibility
- Domestic abuse
- Equality and Diversity
- Handling of Disclosure Information
- Ministering to those who may present a risk
- Recruitment of Ex-Offenders

**Item 7 - Treasurer's report**

Michael Horgan talked the meeting through the spreadsheets. The unencumbered balance at 31 March 2019 was £11264.52 and the value of the investment portfolio as at 1 March was £36417. James Golob felt that the fund was underperforming and would speak to the managers.

**Item 8 - Church fabric**

This had been covered at the APCM and the PCC awaits the Quinquennial report due this year.

**Item 9 – Services**

The proposed dates for special services through to Christmas were confirmed/agreed:

Sunday 9 June                      Gardens Open Evensong 6pm  
(Christopher Bell would not be available to play. The Chairman agreed to liaise with Peter Woodward about the form of the service and the provision of an organist)

**Action: The Chairman**

Sunday 22 September              Harvest Festival at 6pm

Sunday 8 December              Gift Service 1030 am

Sunday 22 December              Carol Service 6pm

(Christopher Bell would be contacting the Bristol University Madrigal singers to see if they could take part)

**Action: Christopher Bell**

Christmas Day                      Christmas Service including a shortened Holy Communion 10am

## **Item 10 – Events**

### **a. Madrigals 2019**

It was agreed that this had been a great success. The charging format for 2020 would remain the same:

£12.50 per head for supper and wine for sale at £10 per bottle. The PCC recorded its thanks to Elizabeth Edwards for once again hosting a magnificent supper.

### **b. Gardens Open 2019**

The date for Gardens Open in 2019 was the weekend of 8/9 June. Sally Young had the publicity in hand. It was suggested that more could be made of the plant sale (we ran out in 2018). Several members agreed to approach local nurseries.

### **c. Concert 23 July**

James Golob confirmed that Ashley Solomon (Professor of Flute at the RCM) had agreed to perform a concert in the church, now fixed for 23 July. Further details would be announced in due course. James Golob had very generously agreed to underwrite the performance fee. A collection would be taken for charity.

## **Item 11 – Churchyard Management Plan**

The plan had not been reviewed for 10 years. It was agreed that the plan was still valid and should be reissued, subject to an amendment to the preamble which the Chairman kindly offered to draft.

**Action: The Chairman**

## **Item 12 - Any other business**

There was no other business.

## **Item 13 - Date of next meeting**

The next meeting would be held at 7.30 pm on Monday 4 November 2019 at Butts End.

Sally Wheeler  
Chairman

### **To:**

Rev Sally Wheeler  
David Adams  
Carolyn Adams  
Christopher Bell  
James Golob  
Michael Horgan  
Harry Lawrence  
John Mackenzie-Grieve  
Alan Young  
Sally Young

cc Village Website  
Church Folder