

**Minutes of the Parochial Church Council of the
Ecclesiastical Parish of Lichfield: Saint Michael with Saint Mary
Meeting: 5th August 7.30pm**

Present

Abbie Walsh (Rector – Chair) (AW)	Alan Toplis (AT)	Mike Godfrey (MG)
Sheila Irvine (SI)	David Shiel (DS)	Maureen Brand (MB)
David Easton (DE)	Steve Oliver (SO)	Veronica Morris (Secretary) (VM)
Alison Stevens (AS)		

1. **Opening Prayer** [AW]
2. **Apologies** – Sue Jones, Peter Hawksworth, Joe Sneddon, Viv Oliver, Sam Venables, Edward Green
3. **Declaration of Interest** – AT for item 8.2a
4. **Notification of Any Other Business** – damaged gravestone in car parking area (DE). Item 8.2.
5. **Minutes and Action List of previous PCC meeting 3.6.2024 and 24.6.2024:** These were approved. Proposed by AT and seconded by AS
6. **Matters Arising** [VM]
PCC approvals since last meeting for ratification:
 - Approval for 12 month reappointment Alan Toplis as Reader - 14:18 responses in support. AW said she was grateful for him continuing.
 - New administrator –AW reported that Alex was settling down well and was working most of the time in the office. His 3 month probation was coming up and she asked for feedback from PCC that she could discuss with him.
 - Consultation on membership of PCCs – VM reminded PCC to complete this survey circulated by the dioceses.
7. **Ministry**
 - 7.1 **Worship** [AW]
 - a) Guest preacher 13th October - Andy Atkins, CEO, Arocha which is a charity that runs the eco church scheme. AW said she hoped to apply for Silver later in the year using the old criteria but adhering to the new criteria which will take effect from January 2025. The main difference is that a net zero carbon domain has been added to the new criteria. AW said she would work with John Polhill on the application.

- b) Hosting a LGBT+ worship event – AW advised she was part of a team looking at setting up an LGTB worshipping community in the diocese which met once a month at different churches in the diocese. The aim is to provide people with a welcoming and safe place to worship. St Michaels had been asked to host the first event on August 26th – it will be an afternoon communion service. People will be encouraged to bring family, friends and allies. The initiative has the support and blessing of the bishop. AW said she would like volunteers to support the service, and provide refreshments afterwards. After further discussion about the reasons behind this initiative, PCC gave their full support.
Proposed by Alan Toplis, Seconded by David Shiel

7.2 Mission [AW]

- a) Deanery Mission event - AW and EG had attended this event. AW advised the diocese had come up with 9 aspirations for the diocese to be worked towards over the next 6 years [Shaping for Mission - Diocese of Lichfield \(anglican.org\)](http://anglican.org). The goals were intended to be ambitious. Parishes were invited to identify 3 aspirations – PCC identified the following

- Community engagement plans for every parish – linked to the Parish Centre development
- Age profiles reflect community age profiles – age profiles will include messy church and other young people's activities. AW said we already had a rough idea of our age profiles and there were about 250 people in our worshipping community. She would get demographic information on age for the next PCC. Main issue was age rather than diversity.
- 34,000 new disciples (across the diocese as a whole) – the view was new that people would come through schools, choir, messy church.

It was noted that all the goals were linked and helped each other. Developing further links with schools in the parish, apart from St Michael's and Scotch Orchard was worth striving for. However AW stated there were 7 schools in the parish which she couldn't resource on her own. Volunteers were invited.

PCC felt the 3 goals identified were Ok to start with. **Proposed by Michael Godfrey and seconded by Steve Oliver.**

- b) Inclusive Church - AW said she had sent off the application. She was in communication with VO about a donation.
- c) School – AW said there had been a confirmation and leaving service. A new executive Head had been appointed to the school together with Shenstone. The new management team at St Michaels were all internal appointments. Things were looking good.
- d) Junior Choir – the trip to Limburg had gone very well. The local community had been very welcoming. We had lost a couple of choir members to the cathedral.
- e) Shaping for Mission (and vacancy at St Chad's and Christ Church) both St Chads and Whittington had appointed new rectors/vicars. There were still a few local churches in vacancy.

8 Church buildings and churchyard

8.1 Buildings

- a) Quinquennial report – the inspection had taken place but the report hadn't been received yet. On the agenda for the next PCC.
- b) Church Maintenance – PAT testing 15/7/24 had been completed.
- c) Audio Visual System Update – AT had put together a document for PCC to approve. Once a final photo had been added it could progress to a Faculty. **Action: AT to send finished document to VM for circulation to PCC.**
- d) Electrification of church clock - MG reported that the Faculty was progressing well. AW would put the paperwork up to show we have a Faculty. MG said he had received a revised quotation for the work which had increased by £500 making the full cost (with electrics) at around £6K. St Michaels Trust had agreed a donation of around £3K. MG said VO would let him know how much money was available – it may be that we need to increase our contribution. SJ had received a quote from Johnsons. **Action: VO**
- e) Parish Center – There had been a small but successful councillors event attended by 3 local councillors who were very supportive. We will be applying for a Community Infrastructure levy so their support would be useful. We are moving towards applying for planning permission and a bat survey was being carried out this week (needed for planning).

8.2 Churchyard

- a) Churchyard maintenance – AW commented that the churchyard was looking unkempt – it had been several months since the Payback team had last been. AW commented that Michael Toplis' work was always good and she had asked him to supply a quote for maintaining both the new and the closed churchyard based on what the Payback team would have done. VO had submitted comments to say she was not unhappy with the quote for the new churchyard but restricted funds won't cover the cost for the closed churchyard. SO suggested we pause whilst we get a better handle on the accounts and also to allow further discussions on producing a more detailed scheme for the new churchyard (suggested by AW). PCC also agreed that further consideration be given to eco issues, as raised by DE. PCC agreed that we need to look further into what needs doing and what we can afford. Actions:
 - AW would find out what the deal is for the new churchyard is with our current arrangement and talk to him about our proposals.
 - DE, and SI would talk with Michael about his proposals and develop further our priorities and eco principles for both churchyards taking into account affordability and sufficiency for discussion at next PCC. **Action: AW, DE, SI**
- b) Cremated remains area - still awaiting feedback from the registry
- c) Church Bench – still with DAC, it is taking a long time
- d) Elizabeth Logan Grave – AW reported that a Faculty application had been submitted and it had come back with lots of questions that AT had helped resolve. She hoped to resubmit the application soon.
- e) Damage to gravestone in car parking area – in response to DE's query AW reported that the matter had been discussed last year when the incident took place. The person who ran over the grave had agreed for her details to be passed to the family if they got in contact with us about the damage.

9. Pastoral

- a) Safeguarding – Aw reported that she, Alex, AS and SJ and Pat from St Johns had met to look at the SG dashboard, a new tool which makes you keep up with everything. There are a few things to do but hopefully everything can get ticked off. The main issue was getting everyone on PCC who needs to be trained. Those concerned should speak to Alex.
- b) Health and Safety
- c) Social activities – the recent barn dance had been a nice evening. There had been lots of children and families at the parish picnic too.
- d) Fund raising event – an evening of songs and poems August with Revd Richard Clarkson. Donations to go to church funds.
- e) Church Fellowship and pastoral visiting – SJ had sent a message to say all was going well with church fellowship.
- f) Patronal Festival - AW advised she would carry on with a similar pattern of services as previous years but which will attract young people.

10. **Finance** - VO supplied some written notes

- a) 2024 accounts – these are still to be uploaded onto the system.
- b) Gift Aid Stewardship recorder/software package – a refund is due next week from QE 5 April. QE 30 June is next task which should help cash flow.

VO also advised that cash flow had dropped below £1K in the bank earlier in the month. Only saved by fee income. She advised that we have lost many committed givers and that we need to replace/review current giving. She will let AT have a breakdown of giving for the last tax year for him to prepare information. AW and MB offered suggestions for how money could be raised – AW said she was thinking of inviting one-off donations at the Patronal Festival. She asked people for ideas.

Action: everyone

11. **Deemed Business**

- a) Standing Committee (SC) Meeting Minutes 8.7.2024. These were noted.

12. **Any other Business**

13. **Date of next meeting:**

SC Sept 9

PCC Sept 23

14. **Closing Prayer [AW]**

Meeting finished at 9.30pm