

**The Parochial Church Council of the
Ecclesiastical Parish of Lichfield: Saint Michael and Saint Mary**

PCC Minutes

Date of Meeting: **Tuesday 10th April 2018** at 7.30pm in Church

Present:

Venerable Simon Baker
Revd. Linda Collins
Revd. Ruth Bull
Revd. Jeyan Anketell
Lesley Allen
Phil Clayton
Trevor James

Sue Jones
Lyn Shiel
Ray Allen
David Athersmith
Maureen Brand
Elizabeth Clarke
June Frayn

Mike Godfrey
Anne Lingwood
Kay Martin
Viv Oliver
Alison Staines

Apologies: AT, BL, EG, SO, MS-J, KB, RBr, DE

1. **Opening Prayer** led by JF
2. **Apologies** were received and recorded.
3. **Minutes** of the meeting on 13th February 2018 were approved and signed [Proposed: LS, Seconded: RB].
4. **Notification of Any Other (Relevant) Business.** One item of business had been notified to the secretary before the meeting. Thy Kingdom Come.
5. **Matters Arising.** The lent course was felt to have been very successful. There were still a number of questions that were placed in the box to be answered. Similarly the trip to London was also a great success.
6. **Mission.**
 - a) **Streethay.** The house for Melanie has been completed and the diocese now have the keys. The rest of the development is going ahead at pace. On 30th April the welcome packs are going to be distributed. Any help would be welcome meeting at St Michael's at 3pm. A request was made to update details if necessary before the packs are assembled. It is not known who was successful in sponsoring the school. It is expected that the school will open in September 2021.

- b) **Parish Boundary.** Copies of maps highlighting the parish boundary were distributed. It was noted that there are parts of the parish are better associated with other local parishes. Furthermore, many of the new developments thought to be in other parishes are in our parish and that a similar strategy to that of Streethay may be necessary. After discussion it was agreed to open up discussions with adjacent parishes, especially St Chad, as to whether it may be wise to change parts of our boundary.

7. **Ministry.**

- a) **Safeguarding.** Many PCC members have completed C0 and some have completed C1 also. Those who have not made a start were encouraged to do so. There was a discussion about those who needed to complete C2 this includes Churchwardens, EG, Leader of the Sunday School and the leader(s) of any other groups where there are vulnerable people. If there are changes in the leadership of any group then Maureen must be informed. DBS checks are still necessary for individuals they are only a small part of the safeguarding process.

8. **Resources**

- a) **Church Hall.** The architect has drawn up the necessary plans for outline planning permission. These are to be submitted to the planning authority very soon. When this outline planning permission is granted the land will then be put up for sale.

The diocesan registrar is looking into the legal precedents for building in a closed churchyard. There is an old rule dating back to 1848 that may prove to be a little problematic for our project.

The restrictive covenant has been removed now at the land registry which is good news.

- b) **Health and Safety.** Nothing to report
- c) **Churchyard.** Ray was applauded for all his work in gaining a grant of £10,000 for the churchyard. He reported that he had attended meetings with key people from the city and district councils and that there is a possibility that tree preservation orders may be made on the trees in the old churchyard.

There is good work taking place in the Churchyard with both the working party and community payback team working well to keep the Churchyard tidy. There has been a good amount of bluebells and wild garlic this year. It was noted that there has been significant improvements in the Churchyard.

Now that the Churchyard is more open and visible to others there are more users of the Churchyard and we are experiencing fewer problems.

- d) **Finance.** Viv went through the reports that had been circulated before the meeting. The main items to note that the capital reserves are now low due to the one off items financed throughout the year and that the overall deficit was about £800. Viv was thanked for all her hard work. The budget for 2018 was discussed and approved. [Proposed: JA, Seconded: SJ]
- e) **Church Roof.** The Church roof continues to leak and Crofts have identified some tiles that need replacing on the roof. The cost of this work amounts to £3491 which is beyond the scope of Standing Committee. The majority of this cost is for the hire of the scaffolding. After discussion it was agreed to go ahead with this expenditure. [Proposed: LS, Seconded: SJ]. It was also agreed that SJ would contact the insurers to notify them that this work was going to be carried out.
- f) **Sound System.** Two quotations that had previously been circulated to PCC members were discussed. Both companies were used in the diocese and therefore could be trusted. It was noted that a licence would be required to operate the system on a radio channel that would avoid one of the popular one's. This would cost £135. The quotation from Hill Top Audio parts I and II was accepted and the work would be organised as soon as possible as sufficient money had also been raised. [Proposed: SB, Seconded: LS]
- g) **Car Parking.** It was resolved to seek a faculty for the creation of an additional area of carparking to the north east of the driveway between the last grave with kerbstones and the Rectors path. The area to be surfaced in such a way to create hard standing but also to allow grass to grow through to minimise the visual impact. Our architect is to be consulted about the method of installation. [Proposed: TJ, Seconded: JA]

9. **Standing Committee matters not already considered in the agenda.** No items were discussed

10. **Administration**

- a) **APCM.** It was explained to PCC that there was a rule that enabled Churchwardens to serve beyond six years. This question needed to be put to the APCM at least 12 months in advance of it coming into effect. After discussion it was agreed that our current policy of finding new people to take on the important role of Churchwarden should be continued.
- b) **GDPR.** It was agreed that there needs to be a data audit to enable the satisfying of our requirements under the new Data Protection Act. As a parish we shall need to be much clearer why we hold data, who has access to the data and what the purpose of holding the data is. We will need to ensure that no data is provided to third parties. It is thought that our forms used for baptism and weddings will need amendment.

11. **AO(R) B**

Thy Kingdom Come. Simon outlined the plans for Thy Kingdom Come this year. PCC noted the significant involvement of the school.

12. **Deemed Business.** All the reports for the APCM were accepted

13. **Closing Prayer.** JF closed the meeting with prayer and the grace at 9:25pm

Signed

The Venerable Simon Baker

22nd May 2018