**Minutes of the PCC Meeting**

**Tuesday 19th November 2024 at 7.30pm,**

**St Gregory’s Church, Dawlish**

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|  |  | **Action/Proposal** |
| 1 | **Meeting began 7.30pm**  **Opening Prayers led** by JW  **In attendance**: Rev L Cronin, L Halse, R Sulch, N Twibill (secretary), P Jones, A Fuller, A Pugh, I Bartlett, W Halse, J Workman, C Chappell, T Hickson, M Andrews, C Slade, R Smith, A Leigh & A Say.  **Apologies**; K & L Chambers, C Lee, M moulds & G Brown,  **Minutes of last meeting:** Agreed and signed  **Matters Arising** None |  |
| 2 | **Parish Matters**   1. **Rectors Report - Rev L**   Rev L working together with the Town Council and the Chamber of Trade.  A number of Baptism enquiries with a number already booked in. Several Baptisms we have conducted in recent months. CC thanked for all the work coordinating Baptism schedule and our Baptism. A Christmas tea party for all those Baptised this year, with their families and Godparents on 8th Dec  Our Lay ministers PTO’s continue supporting the ministry of the Benefice, thanks must be recorded.  Licensing of Richard Orr as an LLM.  Meeting Revd Patrick Parkes, possibility of collaboration for all 4 churches in the future on rota.  Met with Fr. Albert (RC), Revd Helen Ball (Methodist) and Revd Jessica Ashcroft- Townley (URC).  Attended AGM of our Bell ringers.  Met with IB and Tasha to discuss a junior choir.  Thank IB and his team for the concert they organised.  Services for Harvest, Service of Remembering and Hope and the Remembrance Sunday services and Act of Remembrance.  LC have been appointed as the Chaplain for the Dawlish Royal British Legion.  Regularly take services at Sefton with MN  LC elected to the Archidiaconal Mission and Pastoral Committee. Attend the Enthronement service for Bishop Mike.  CTDD invitation to be part of the Lantern Parade by dressing up in Nativity characters   1. **Churchwardens Report – RS/LH**   Since the last PCC meeting 2 funerals and no weddings.  Events; 'Scaffolding' play by Lucy Bell, Supper & Barn Dance at St Mary's Hall.  Annual RBL Remembrance Service on 10th November, Crediton Bell Ringers have visited and Dawlish Bell Ringers AGM. Organ Concert by Ian Tracey, and Musical Concert  The lift has had its regular inspection / service and necessary repairs completed. The fire extinguishers have been serviced and replaced where appropriate. Both church heating boilers have also been serviced to be 'Winter-Ready', with some non-urgent future maintenance being highlighted.  In addition, our organ & piano have had repairs & maintenance carried out.  TDC have not yet given us a date when they will trim the yew hedge that surrounds the Garden of Remembrance, which we have requested.  Planning for the Christmas Tree Festival from 11th to 16th December and the associated Charity Concert on Saturday 14th December is progressing well. We will also be hosting a Westcliff School Christingle, Nativity Play, and Gatehouse School Carol Service.   1. **Treasurer’s report – PJ**   Accounts – Reports circulated before the meeting.  Insurance  This year’s Insurance Premium was a £230 increase on 2023, it’s only a 3% increase but it made the new premium £7644 which felt like a lot.  Enquired about options and after consulting Standing Committee, we decided to increase the excess to £1000.  Previously paid annually but now changed to monthly payment to spread cost.  2025 Budget – Reports circulated before the meeting.  Slight surplus this year. Head for balanced budget next year.  2025 Budget Proposal brought to PCC for consideration and approval.  Agreed by all  Fees Treasurer now RSm  PCC policy that the Fees Treasurer is a signatory on our Bank Accounts. Propose to remove GR and replace with RSm. Agreed by all.  Gift Aid Reclaim  Our latest Gift Aid Reclaim (£3,950) has been transferred to the Fabric Reserves  Gas and Electricity  We have just started the second year of two in our Parish Buying contract, standing charges have increased and usages rates decreased slightly.  2023 Charity Commission return has been completed  PCC Fees  The CofE has issued the revised fees for 2025. No increase to Bellringer, Choir and Organist. Proposed that our fees will only increase by the change in statutory Fees.  Agreed by all.  Safeguarding DBS-Check Charges  PCC Trustees have to have Enhanced checks so we are not charged, but there has been an indication that in future PCC Trustees should have a Basic check.  Common Fund  Our 2025 Common Fund assessment is £41993, an increase of £1364 or 3.5  This is due partly to the Diocesan increase and post-covid recovery in the numbers attending St. Gregory’s.  May Election  The Church will be a Polling Station for the May 2025 DCC Elections.  This provides us with a small income.  Annual Charities  Proposed to continue this year to give £300 each; Church Mission Society, Church Army, USPG & Mission to Seafarers.  All agreed.  Printing  Reminder to use ‘Black Print’ where possible when using copier to keep printing costs down.  Bell restoration Fund - thank you letter received.   1. **St George’s Report - AT**   St George’s is running without churchwardens, following the resignation and the illness.  Ann Say Will; mail and will forward where necessary. The music coordinator is working with visiting service providers.  Barbara Rains; weddings, funerals and baptisms, draw-up the duty wardens rota and oversee the set up for communion and attend PCC meetings.  Marilyn Chamberlain; coordinate all social events connected to the church.  Mike Kinsey; assist Mike Burden dealing with maintenance of church and fabric.  Planned events continue:  Drop In first Wednesday of the month - Warmer Place.  Soup and a roll for Lunch - 2nd Wednesday next ones in February and March.  The new lighting for the church is in the final stages of selection.  The arrangements are working well as we move forward towards Christmas.  Good attendance at Remembrance Service  Rev L expressed thanks to team keeping things running. | RSu CC  WH CS  CC CS  TH JW |
| 3 | **Safety and Security.**   1. **Safeguarding – TH**   Posters and documents circulated before the meeting.  We need to ensure that we display the poster and leaflet to ensure the parish follows [The National Safeguarding Standards](https://www.churchofengland.org/safeguarding/national-safeguarding-standards?mc_cid=5eb8db8b1d&mc_eid=5662a8e801) and Quality Assurance Framework  St Gregory and Holcombe Dashboard is compliant.  Annual renewal of Promoting a Safe Church Policy approved. New document to be signed by LC & Wardens. No changes.  The Diocesan Retention of Documents guidance was checked, and we are in line with this. We must keep DBS declarations for 7 years and the paper copies we have will be stored in a locked box in the church office.  Tess Hickson now has a designated SG phone number that is regularly in the newsletter and displayed on the website and in the Church.  Training is very nearly up to date,  95 people need training only 8 overdue or outstanding! These are being dealt with.  Incident reporting form for group or activity shown to the meeting. Groups to be given a copy to refer to and fill in if there ever is an incident.  **Health & Safety – CS**  No matters arising. |  |
| 4 | **Mission.**   1. **Swap Shop - CS**   24 children today, including 3 new children. Continues to be very popular.  There are two more meetings before the Christmas break and one extra on Saturday 7th December 10-12.  We have been having are large number donations of baby sizes especially so all extras Ceri has been able to give to be sent to Moldova.   1. **Men’s Breakfast – RS**   20 attended on 4th November.  Money raised for local organisations & charities £800 donated this year.  We also make donations quarterly to St Gregs to offset our electric and gas usage.  We are currently considering possible future donations to the following charities:  CR2EE, CAP, The Strand Centre Trust, St Petrock’s in Exeter, and CRISIS.  We meet again on Monday 2nd December at 9am in the Upper Narthex.   1. **Mothers Union – PAL**   In October the speaker was Geoff King, Chair of the Friends of Dawlish Hospital. November, a social get-together to plan for Christmas and our 2025 programme.  There were two visitors, both new arrivals at St. Gregory's.  The Posada (travelling crib) will travel around the member’s homes in Advent.  We hope to have the Holy Family blessed in the Cathedral on 29th November and then received into St. Gregory's at the Crib Service on Christmas Eve.  .   1. **Little Greg’s - PAL**   We have between 6 and 18 children at the Toddler Group each week.  In October we had a party to celebrate Doreen Harrington's final visit before she left Dawlish. Maggie Farley is now the leader.  Rev L comes to lead the singing. Recently hot muffins have been introduced at the beginning for adults.  .   1. **Pudding Club – CS**   Continues to meet first Thursday of the month, recently welcomed two new members.  A couple of members had significant birthdays recently so went to the bistro at Powderham for lunch.  Filled 5 Christmas shoeboxes and also made decorations for tree for the Christmas tree festival.  The WhatsApp group continues to support, encourage and pray for one another.   1. “**A” Group (Lunch Club) –** J Mead   20 people join the meal with the new head teacher, welfare officer and SENCO from Westcliff school. Charlie who does home learning shared about the work and asked to be part of the group.  Met Gatehouse head, Natasha who asked ‘A Group’ could extend to Gatehouse School. Sadly, due to cost we do not feel we could as we have no funding and rising costs of food.  PCC asked to consider financial support to enable group to be established for Gatehouse School. |  |
| 5 | **External Reports**   1. **Deanery Synod Report – AF**   The Deanery Synod meeting on 24th Oct at Christow Community Hall. Archdeacon Andrew gave a presentation on 'Flourishing Parishes'. Asked how often we talk about our Churches either not having children, or our congregations not growing. Also, Prison ministries, Schools work and tea time services for older folk.   1. **CTDD – Rev L**   Meet monthly – Asked that ST G take part in lantern parade and Nativity.  1.12.24 5.30pm Methodist Church, Ecumenical service  Leaflet being produced to be given out at Christmas market to publicise what all churches in Dawlish are doing.  Week of Christian Unity involving all at St Gregs to Relaunch Christians Together 18.1.25 10 -12am to include breakfast, short service & relaunch.  Document to be forwarded to PCC. Individual responses to Rev L to confirm agreement once read.   1. **ROC – Rev L** 2. **DCMC Forum** – No meeting until Jan ’25. |  |
| 6. | **Projects**   1. Eco church   Noting to report. |  |
| 7. | **Future Events**  Christmas Tea Party for Baptism families 8.12.24 3pm  Christmas Tree Festival (Set up 9 & 10.12.24)11.12.24 – 17.12.24  14.12.24 Concert 3pm  Westcliff Christingle 10.12.24 2pm  Westcliff nativity Rehearsal 11.12.24 performance 12.12.24 1 – 3pm  Gatehouse Nativity rehearsal 17th & performance 18.12.24  Christmas Services; Carol Service, Crib Service, Midnight Communion, Christmas Day 10am  29.12.24 Benefice Service – Holcombe  Benefice retreat Day PP organising with +Nick 30.11.24 venue to be agreed. |  |
| 8. | **Items for consideration / AOB**  Calm & Bright Recourses – Follow the Star – AP  This is a CofE initiative. All digital resources free but anything to be distributed are chargeable.  ‘Calm’ –32 page booklet; an antidote to the hectic build up to Christmas – includes meditation & carols - £2 per book/ 50 £37.50.  Proposed that we buy 50 booklets for those who don’t have internet & housebound.  Bookmarks – prayer & QR code for reflection £8.50 for 50. Bulk order over 1000. Could split cost through Benefice.  Agreed by all.  It has been suggested that individuals sell wares at Tree festival. It was felt not a good idea as we already have a bric a brac stall, which send the proceeds to charity.  Rev L need help with Parish Administrator. This would give relief in admin and also relieve wardens form extra duties they have undertaken. The cost could be shared across 3 churches in Benefice and help all parishes with admin.  Propose to investigate possibility of employing a part time Administrator. Agreed by all.  Future Legacy of the Church. Rev L  Making St Gregory Great Again! Rev L, RSu & LH Meeting with Archdeacon & DAC rep to think about how building could be improved.  Suggestions include; Heritage Trail, Heat, lighting, seating, Make the building a more usable space, community space largest in Dawlish. This would also help to promote the heritage of the site.  Lottery funding asking for Churches to apply! Other grant applications could also be available.  Report from Diocese to be circulated for PCC to think about.  Long term plan not something that is going to happen quickly.  Bell Ringers have spent £96 on replacement stay from their Bell Ringers fund.  Bell ringers Sunday 18.5.25 which the Church plans to mark.  Plan to establish a Junior bell ringers & Junior choir after Christmas. | RSm RSu  AF CC |
| 9. | **Items for future discussion** |  |
| 10. | Lead prayers at next meeting; IB |  |
| 11. | Meeting closed with the Grace.  Meeting closed at 8.50pm |  |

The Parochial Church Council of the Ecclesiastical Parish of Dawlish Charity No. 113318

Dates of future meetings;

**Standing Comm. PCC**

7.1.25 23.1.25 (7.45pm)

11.3.25 25.3.25

**APCM**

11.5.25 - 11.45am followed by Bring & Share lunch