

Minutes of The Eleventh Meeting of the 2024/25 Parochial Church Council of St Francis of Assisi held on 12th May 2025 at 8pm in Parish Room

Present: Stuart Richardson Graham Bloye Cathy Bloye Montse Day John Owen Rob Smith Andrew Watkinson Carol Jager John Butler Pui San Apling Jo Dunstan Eric Pavyer Gavin Johnstone Paul Dunstan Rachel Basch

Present On-line: Sarah Branwhite

Apologies: None

Graham opened the meeting with a prayer.

1. Welcome and Apologies for absence

Carol started the meeting by welcoming everyone to the meeting.

2. Election of Treasurer, PCC Secretary, Electoral Roll Officer, and Safeguarding Officer and Vice Chairman of the PCC

The following were elected to the following roles:

Treasurer – Graham

PCC Secretary – Sarah, it was noted that she is not an elected member of the PCC and has been co-opted onto the PCC. As a co-opted member of the PCC, she will not be able to vote

Electoral Role Officer – Barbara

Safeguarding Officer – Cathy

Vice Chairman of PCC – Stuart

3. Minutes from previous meeting held in January 2025

Minutes were accepted with one correction; choir week Salisbury made a profit of £400+

4. Matters Arising

- Cathy explained she would continue until the September PCC as Safeguarding Officer, when a review would be done. This situation has arisen because of some difficulties with some church members not keeping Safeguarding matters confidential.
- There are several actions from previous PCC meetings:
 - Discussion on ideas for future services – this has been incorporated into how we will cover services during the vacancy.
 - Reprinting order of services – it was felt that now was not the right time to be reprinting the order of services.
 - Risk Assessment for services, (e.g. Frankie's)
 - Front Entrance noticeboard – no to paid adverts, Jo and Nikki to look at the inside noticeboard
 - PCC Photographs - not everyone had previously provided a photo, as this was some time ago the PCC was asked to that if they wanted to have their photo displayed on the porch noticeboard want to please send these by the next PCC
 - Joint service with the Sunday Methodists ? take care of blurring the lines as they are a commercial tenant too.
 - Parish Share – to be discussed under Treasurer Report
 - Facias – Rob has asked his handyman, also to provide second contact – this job needs to include looking at the rot
 - List of people who have the correct Safeguarding training for Thursday Lunches – provided straight after the PCC meeting it was raised in so completed

- Events – June Frankie's suggested as café church, agreed to do this at the July Frankie's instead.
- CTF and Andrew W – also completed – Graham confirmed Andrew can take on the role and the first mailing will be sent beginning of June.

5. Appointment of Sidespeople and Team-leaders

The list of sides-people and Team-leaders were confirmed.

6. Chairman's Report

- Vacancy – Wardens and Treasurer went to see +Janet and Darren and a further meeting is due in June/July date to be confirmed. The Mission and Pastoral Committee discussed our vacancy last Thursday.
- A small team of will look at the Parish Profile and come to next PCC with ideas.

7. Treasurer's Report

See notes issued ahead of meeting from Graham.

- Parish Share – Graham believes the diocese calculation is wrong. It is being reviewed this year. If we paid one share we would be able to pay in full.
- There is £2500.00 in Gift Aid still to come in.

8. Churchwarden's Report

- Nothing extra to report

9. Safeguarding

- Choir Week – we do not have enough adults with the correct Safeguarding training to go ahead with a residential choir week, so Ripon is cancelled. Director of music is looking into a Plan B for the choir.
- We also do not have final agreement on whether Midas training for minibus drivers is needed – policy on this to be reviewed at next PCC
- Only one was willing to take on Safeguarding Lead at the choir week, several others were asked and declined.
- thanks to Cathy minuted, for her hard work
- Adults in the choir are now seen by the diocese as Church Officers, (changed in January 2025), so all adults will need to do Basic Safeguarding training – PCC agreed that those who refuse will need to leave the choir
- Confidentiality needs to be respected both by the PCC and the wider community for Cathy to continue in the role

10. Health Safety and Environment

- Nothing to report

11. Policies

- Image Policy and Choir Safeguarding Policy need to be reviewed.

12. Inclusion update

- Nothing to report

13. Future events

- July Frankie's to be café church lead by GB

14. Correspondence including Electoral Roll Update

- Electoral Roll: 63 residents and 53 non-residents - 116 in total

15. Any Other Business

- None

Next meeting: Wednesday 18th June, 8pm in the Parish Room