



**(Unapproved) Minutes of the Meeting of the Parochial Church Council
Thursday 8th October 7.30pm**

Present: In the Chair: Rhona Teale
Roger Burns, Maureen Dale, David Hollis, Sylvia Brazier, Mary Bacon,
Jonathan Elvy, Janet Western, Arthur Watts

Meeting Started: 19:27

1. Opening Prayers

The meeting opened with prayers.

2. Minutes of the last meeting

The minutes of the last meeting held on 20th August 2020 were updated to name Rhona as Lay Chair and adding Roger to the Attendance list. The minutes were then agreed as a correct record and signed.

3. Matters Arising

There were no matters arising.

4. Apologies for absence

Brenda Hill

5. PCC Membership (Roger)

Arthur Watts was nominated by Rhona and Maureen to become a co-opted PCC Member. This was approved unanimously. Also Jonathan Elvy was nominated as Deanery Synod representative which was endorsed at the meeting but would be confirmed at the APCM on Sunday.

6. Lay Chair's Report (Rhona)

Rhona said that the Revd Andy Batchelor's departure has led to discussions with church leaders including the Archdeacon Vernon Ross, Rural Deans Ruth Crossley and Jack Knill-Jones and Mission Community Leaders, Robin Ham and Martin Cooper regarding the way forward in the vacancy. It will be a lengthy vacancy due to Covid and the Diocesan financial position.

There is a possibility of a Pioneer Ministers to be recruited early next year. There are few Clergy in Barrow that can provide cover. This means for us that we all have a responsibility to maintain what we already have in place and as restrictions ease to see what things we could improve on. Rhona said that in the meantime services will continue based on a monthly cycle of Priest led Communion (1st Sunday), Communion by Extension (2nd Sunday), Priest led Communion (3rd Sunday), Lay led Service of the Word (4th Sunday) and joint Communion with St Johns, alternating the church venue (5th Sunday). She suggested that we meet at St Johns on the 5th Sunday in November.

Rhona is the first point of call for funerals in both churches and Maureen will take enquiries and arrange appointments for weddings and baptisms.



In the ensuing discussion it was agreed to stay with a 0930 service start to better accommodate 0800 service attendees.

ACTION: Jonathan volunteered to talk to other clergy in the diocese, potentially up to Workington and Penrith, to see if they if they would be willing to help.

7. Treasurer's Report (David)

The Period report and 2019 reports were circulated by David. In the current year we are starting to get income from the Parish Centre but it is down through Covid. Stewardship income is down £1,522 through more people are giving through bank debits and cheques. An extra £779 was generated through Gift Aid. There was a decrease in clergy expenses of £1,015 and a reduction of £1,256 in Church Fabric expenditure. A total of £17500 was paid to the Parish Offer. Jonathan said he feels income is holding up well thanks to David and the congregation as he has noted other churches are going the other way. Rhona thanked David for doing a remarkable job under difficult circumstances.

The 2019 annual accounts were presented to PCC. In summary income is down £10k and expenses are down £15.6k so we have an overall of £11,417, close to forecast. David ran through the key changes in both income and expenditures. There were reductions in planned giving, tax recovered and donations though charitable giving remained healthy. Fund-raising had increased in 2019 and the sale of a small piece of Churchyard land had generated further income. No legacies have been left since 2016.

On the expenditure side, David noted that our Parish Offer was underpaid at the end of the year by £10,750. Church building and repair costs decreased though some repairs were necessary to the Lady Chapel window and church drain. He said general running expenses to the Parish Centre and Knox Street Hall had decreased also. David thanked everyone who had provided support to him in 2019.

Roger asked how much we will save through having no vicar at this time. David replied that the vicar's expenses are small and we do not expect a reduction in the Parish Offer

Acceptance of the audited Annual Accounts for 2019 was proposed by Roger and seconded by Sylvia. The meeting agreed unanimously.

8. Churchwardens Report (Maureen)

The Wardens met with Andy at the beginning of September to ascertain what needed to be handed over to them for their attention during the interregnum. Since that date together they have looked at the areas of responsibility and each have taken on different tasks. They have also met with the Archdeacon, the two Rural Deans and other clergy. Revd. Fr. Jack Knill-Jones has been very helpful and supportive. Thanks go to all members of the PCC for their willingness to take on more tasks.

Two weddings took place on 29th September and on 3rd October. The couple who married on the 3rd also hired the Centre for their reception and decorated it beautifully themselves. With their permission Steve took some photographs which we hope to use to show how the Centre can be transformed and encourage others to want to hire it.



9. Fabric Report (Maureen)

There are still items outstanding which will require attention and it is hoped to draw together a small group from within the PCC to tackle the immediate priorities. Again the pandemic restricts progress. Thanks once again to Arthur Watts for his willingness in getting some of the gutters cleared at the front of the church and painting them.

The Printer which was housed in the Vicarage has now been removed to the home of Steve and Mary Bacon, who very kindly offered to manage and print the weekly Notice Sheet for which we are very grateful.

10. Barrow Mission Community (Maureen)

The BMC Prayer Group continues to meet via zoom every Tuesday morning at 9.15am-10.00am and is facilitated each week by a member from one of the different denominations within the Mission Community.

The MC Leaders Robin Ham and Martin Cooper continue to seek different ways of communicating the gospel to the wider town and one of the ways is via Faith in Furness which is broadcast every Sunday morning at 10.00am on Cando Radio.

There is a meeting of the Barrow Mission Community Steering Group later this month.

Mary Bacon thanked Maureen for her work in this area.

11. Knox Street Hall (Roger)

As the solicitor is unable to locate the Vicarage Deeds then a statutory declaration is required to support Land Registration. I am working with the Surveyor to provide the plans and data needed to secure the declaration. This should be finished later in the month such that the Land Registration process can progress. Based on latest cost data then our forecast costs to reach a sale are £10,250. If we realise a sale of £15,000 then we will take £11,250 (as 25% of proceeds are expected to go to Carlisle) to present a net profit of £1,000. A sale of £40,000 will give an estimated profit of £30,000.

In the following discussion PCC were reminded that it would cost £20k to demolish the hall. It was agreed we should progress the sale.

ACTION: Roger to proceed, confirm how long Planning Permission was valid for and to check on the state of the building.

12. Safeguarding (Rhona)

Rhona covered the key actions to address the Covid situation. Notices regarding Covid and Test & Trace codes been put up in Church and Parish Centre. Lumisan Hand sanitiser spray has been purchased for Church and the Parish Centre plus an Automatic hand dispenser.

Test and Trace forms have been completed for the 2 Weddings and Funerals and will be destroyed after 21 days. Test and Trace forms are completed by me with a tick list for 4 weeks at the 9.30 service and Jonathan has kindly made signs for the pews for social distancing and masks hand sanitiser is available at entry and exit points.

If David is at the Service he takes collection and leaves it for 72 hrs before counting otherwise it is left in the safe and only touched by one person.



Rhona is printing off and checking weekly updates from Carlisle and a Risk Assessment is being completed every 2 months.

Jonathan is booked for C2 safeguarding leadership training for Readers, to be done remotely and completed before he is licenced. Clergy and Churchwardens also need to complete this and it should be face to face. There is no new date for the training that the Churchwardens were due to attend in March 2020. We are waiting for instruction as to what needs to happen in the future due to Covid.

13. Secretary's Report and Correspondence (Roger)

It has been a busy few weeks settling into the new role. My thanks to Steve Bacon for his time in imparting his knowledge to me and in passing on necessary documentation.

Preparations for the APCM are well underway. It has proved challenging given the unique situation we face however we are in good shape for the meeting.

I am planning to attend Online Faculty System Training run by the Diocese later in the month. Also I am on a "wait list" to attend on online CofE conference on church digital communications to be held on Friday 23rd and Saturday 24th October.

14. Annual Parochial Church Meeting (Roger)

The APCM takes place on Sunday 11th October in St Mary's church immediately after the 09:30 service. All churches must now complete an APCM by October 31st but its recognised that they need to be scaled down in line with Covid-19 measures. It is hoped that a full APCM can be held in April 2021. Following discussions with the Rural Dean then the meeting will be chaired by Rhona, as PCC Lay Chair, and we now have a meeting agenda for the Vestry and APCM items. The minutes for the 2019 APCM and current lists of officials have been pinned onto the church noticeboard.

Mary will print off the Agenda and booklet of Reports for the meeting along with the Treasurers's Report and awaited Deanery Synod report. Whilst the intent is to rollover all current roles we will vote on Jonathan's nomination to the Deanery Synod. Arthur's name needs to be added to the list of Sidespersons.

15. Any Other Urgent Business (Rhona)

The following items were notified to the Lay Chair in advance:

1. Church purchase of Reader's robes (Jonathan)

Jonathan requested support for the purchase of Reader's robes for his forthcoming licencing. Total cost would be between £230-£270. Jonathan pointed out he has saved the church nearly £400 in unclaimed travel expenses through undertaking much of his training on Zoom. David proposed and Roger seconded the approval of the purchase of Reader's robes.

Jonathan's licencing date is Saturday 21st November in Carlisle Cathedral. It will be broadcast on the Diocese website so people can watch.

2. Acquisition of new church iPad (Mary)

Mary said the church iPad is not working and individuals' laptops are being used to record services and play music. As a church asset it could be used for other purposes too. The cost would be around £500. David was approached recently by



a donor saying they would donate £500 for an item. The PCC approved this purchase and asked David to thank the donor.

3. Ownership of church prayer list (Mary)

Mary said there seems to be no system or ownership for managing the prayer list and adding people or removing them. PCC agreed that a Thursday deadline for submission of names should be stated on the Pewsheets and that we should include surnames wherever possible to make prayers more meaningful. However surnames should be removed when names published on Facebook.

ACTION: Mary to progress ownership of the prayer list with Marie and the implementation of these changes.

4. Notice Boards (Rhona)

With Andy's departure we need to remove his details from noticeboards and replace by Rhona's and Maureen's names where relevant. (Post meeting, it has been advised no names to be shown, just Churchwardens and telephone numbers)

5. The Vicarage (Rhona)

A cleaning programme has been started for the Vicarage. If additional work is needed then a working party may be required. A gardener may be needed to maintain lawns though this should be minimal work at this time of year.

16. PCC Meeting Experience (Roger)

This item was deferred to the next meeting.

17. Future Meeting Dates (Roger)

Roger presented dates for PCC/APCM meetings covering the next 15 months and following a two monthly cycle. PCC agreed to the dates.

18. Closing Prayers

Meeting Finished: 21:21

Next Meeting: Thursday 26th November in the Parish Centre