

**Treasurer**

Mr Derek Harbottle, 31 Green Street,  
Brockworth, GL3 4LU

**Parish Priest**

Rev. Mike Smith, The Vicarage  
Court Road, Brockworth, GL3 4ET

**Secretary** Elaine Marsh

**Minutes of the PCC meeting held Monday 18th November 2024 7pm - Church Centre**

In Attendance:

Mike Smith (Chair), Pat Hartwell, Derek Harbottle (Treasurer), Ally Morgan, Louisa Messenger, Linda Vogwell, John Mayne, Sarah Smith, Claire Otter, Rachel Green, Elaine Marsh (11)

1 - The meeting opened with prayer

2 - Apologies: Dave Hopkins, Liz Hopkins, Liz Ashenden (3)

3 - Approval of minutes from PCC Monday 16th September 2024:

Noted - some items need additional information due to absences:

Item 5 Fair - should say Ally IS building a small team, not has. Grotto - this is Liz Hopkins.

Item 6 Finance - Liz Ashenden wanted to add "we have not managed to raise money that way, we have raised money for dedicated causes (chosen by the PCC) under the heading Mission Fund.

Minutes approved: Proposed - John Mayne, Seconded - Pat Hartwell

4 - Actions/Ongoing Projects and Events:

Sarah Smith updated the PCC; the house is to be auctioned off. Sarah thanked for her work.

Proposal for Land Development - ongoing.

LIF - looking to meet in December, the small team are Neil Drake, Sue Conaty, Tom Poulton and Mike Smith. Looking for "how to apply" - update after meeting.

QQ report has been circulated.

Charity Commission registration **ACTION: Mike Smith to speak to Tom Poulton**

Christmas Fair – Saturday 30<sup>th</sup> November 2pm-4.30pm: Update from Ally.

It is happening and has proved challenging. Cakes need to be priced a bit higher. Mike to speak to cake ladies to try to raise the prices.

Ally thanked and prayed for.

Christmas TreeFest 2024 - Friday 6th December 2024 6.30pm: Update from Linda.

The 20th tree has been signed up today. Floodlights - we may need to find space for these permanently.

Are the 10.30 children putting a tree in Church? **ACTION: Mike to ask.**

Flower ladies provide food for the switch on night.

Derek will open the ringing room.

Thanks and prayers to Linda and the flower ladies.

Linda thanked Pat for all her help.

Note - Mike Owens has bought a ride-on-mower and we may be able to buy a small shed to store this in as well as the floodlights. (Louisa is donating her shed for this).

Karen resignation - she leaves 6th of December. Advertisements are on the Diocese/St George's websites.

Will need the office manned 2 hours a day for weeks of 9th and 16th of December.

Rachel agreed to co-ordinate the rota: offers from Ally, Rachel, Claire, Sarah and Pat.

Mike thanked Derek, Pat and Elaine for helping with the Job Description and advert.

Handover plans:

Karen is doing a crib sheet of what she does.

Elaine to go through Hallmaster with Karen.

Mike to go through files/hardware/passwords etc.

Derek will cover off any finance items that fall through.

Collection - Derek will create a St George's Thank You card and this will be in Church for the 9am and 10.30am services for the next two Sundays. Mike will purchase a gift card with the money raised, and possibly a small gift alongside.

## **5 – Finance:**

Derek presented the following financial information.

General Fund - We need to raise £12,000, we have raised £4,000 to date, should be £7,000 after Christmas so will be £5,000 short - can transfer this from the Charity Fund, might leave in small deficit. Income is down, planned giving, envelopes and church collections all down. Hall is ok. Gift Aid to be looked at.

Parish Share: We committed £59,080 for the 2024 Parish Share. We have not yet paid the full amount. Derek asked if we can pay the balance due: Proposed - Derek Harbottle, Seconded - Rachel Green. ALL IN FAVOUR.

Note from John - can't keep paying more each year.

Mike explains how they are going to apportion it going forward - cutbacks to be made.

Note from Rachel - we should pay all that we can; we are part of the Diocese.

2025 Parish Share - Derek has written re the 2.3% increase - not had a reply as yet. (The allocation changes have been deferred to 2026).

Discussion about hire charges following on from the Remembrance Sunday hire (not charged for). Mike explained the three tiered system for charging as Preferential Rates, Commercial Rates and Charity Rates. (Remembrance would come under Charity).

Rachel - we should have a policy for this, John agrees.

Sarah - we should not charge for Remembrance Day.

Voted to charge for Remembrance Day - 1 for, 10 against.

**ACTION: Karen/Derek to document figures charged and why. New person to create Policy.**

*"To grow through faith, prayer, and worship in Brockworth; to make committed followers of Jesus"*

Derek noted that some post is going to the wrong place and if anyone has any to please put in the Church Centre letterbox.

Prayers said for Derek and Lizbeth.

#### 7 - Buildings & Infrastructure:

Churchyard wall - Ally net with DAC Structural Engineer Mr Sinclair-Johnston. He recommends that we take regular photos of the wall. He is producing a letter to Brockworth Court.

He has said we need to keep the wall clear of ivy etc (anything we can see).

Karen is organising monthly photos: Mike is putting in the Drive.

We need to keep updating Brockworth Court re the condition of the wall.

Discussion re how we get rid of the vegetation - spray etc.

Pat has spoken to Mr Babbage who is in agreement with Mr Sinclair-Johnston.

Riverbank - Mr Sinclair-Johnston has asked for a suitable date to meet (in the spring). He emphasised that he is a Diocese volunteer.

Leased Land - Liz Ashenden met Jem Wakeman, who has the equipment to clear the back.

Best approach is to go in with a flail on a digger, the flail mulches the debris and leaves the ground clear of all brambles etc - the cost is discounted at £800.00 plus VAT, everything included.

Can we have this done in the Spring? **ACTION: Derek to look into funding.**

Are we all happy to pay this subject to Funding - ALL AGREED.

7 - Safeguarding: email from the Archdeacon to be sent out **ACTION: EM.**

Mike and Liz H meet every week to go through Safeguarding processes and update the dashboard. Liz works tirelessly to get this updated. There is a lot to carry in this role.

8 - Deanery Synod Report: meeting 9th of October, minutes distributed prior to the meeting.

9 - Further documents distributed:

Diocesan Synod minutes 5th October 2024

Living in Love & Faith document (updated Autumn 2024). John says we need to look at this document properly.

Needs to be done in a safe space - away/time for the future day? Will be an issue for the PCC soon: perhaps a meeting in March?

Mike is happy to share resources if people will read them.

10 - AOB: none

Meeting finished at - 8.45 pm with the Grace.

**Date of Next Meeting:** Monday 20<sup>th</sup> January 2025 7pm Church Centre.