

St Peter and St Paul, Blandford Forum

Our Mission: **Transforming our Community, one life at a time.**

Our Vision: **Growing and Nurturing Disciples who are confident, Connected and Compassionate.**

Minutes of PCC meeting held on Thursday 9 February 2017
at 7.30pm in the Parish Centre

Present: Rev. Jonathan Triffitt (JT), Dan Roberts (DR), Heather Stringer (HS), Carolyn Telford (CT), Rodney Smith (RS), William Triffitt (WT), Anita Roberts (AR), Barbara Curtis (BC), Clive Newlin (CN), Sue Metelko (SM) and Sophie Bowerman (SB)

1. **Opening Prayer and Reflection:** Led by JT
2. **Apologies:**
Graham Poynter (GP), Sara Loch (SL)
3. **Minutes of Last PCC:**
The minutes of the PCC meeting held on 12 January 2017 were agreed and signed as a true record.
4. **Matters arising from the minutes:**

Just as I am service: Very relaxed service with an excellent time of coffee and chat afterwards. This service will continue, probably on 5th Sunday of the month. AR will continue working with the Care homes.

Centre Caretaker: Job Advert had been circulated to some people. Meanwhile temporary arrangements are continuing for the Centre cleaning.

Office move: The office will close at the end of April to enable the move to take place in the first week of May and will re-open on 8 May. The insurance company are happy that the Church will be open all day and unmanned. JT will open in the morning. Closing arrangements to be agreed. Some items will need to be locked away after the Sunday morning service.

Mission Giving: Changes in our Mission Giving have been notified to those involved apart from the Marshalls and their letter is to follow shortly.

Fees: Legal fees are statutory and set by the Diocese including verger, flowers, bells etc. Parish Church and Langton Long need to agree on other fees and the wardens will meet after the APCM.

Welcome and Refreshments: Comments have been circulated and the PCC is asked to be aware if any extra help is needed.

Milldown Governor: J Wareham's appointment has been approved.

Christmas Card: CT has approached 2 members of the congregation about designs and has another possibility in mind.

5. **Correspondence:**

APCM: Forms and reminders. 9 April is the date of APCM and nomination forms to go out one month before. Deanery, PCC and Warden forms to be on different coloured paper.

6. **AOB:**

Church Website: JT had met with S Crompton and C Curtis and the Beverley Minster website is the model to be used. SC will build the website including succession planning. The Logo will include the Cupola as it is the most recognisable feature locally.

What is important for the PCC to be on the website.

A calendar with links giving information about relevant activities

Who's who - a brief description of key leaders inc. LPA's, PCC members etc

Service information & contact details

Vision & Values - a description of who we are, what we believe and how we express ourselves

Safeguarding - we are required to have information about our safeguarding policy on the website

Parish Centre - info on the Parish Centre, including a possible online booking / enquiry for centre booking

Community Links / Mission Partners - a thumbnail sketch of the key local organisation that we support and are in partnership with for e.g. Foodbank, Guides, BYT etc.

A youthful appeal

What the PCC do not want from a website:

Lots of words

Not overcrowded with words, images, information

Out of date information

Other comments:

There was a strong feeling that the website should be quite minimal to begin with the space and capacity to build as the church grows.

The website should work on various platforms inc. mobiles, tablets & desktops

The development of a corporate identity that goes beyond the website to include agreed colours, fonts, styles etc.

Regarding the relationship between the Cupola website and Benefice website, it was felt that there should be a strong link between the two and they should not be seen as two separate entities. However the PCC also recognised the benefits of having a dedicated website for the Cupola and therefore, it was felt that there should be a dedicated page on the main website - giving headline info and relevant info, updates with a link to the Cupola website. Likewise, the Cupola

Website should have a section dedicated to the Parish Church with a link to the Benefice website.

We also discussed the closing down of the website whilst the new one was built and launched. The general feeling was that the existing site should remain running for as long as possible before a new site is launched. If the existing site is taken down, to one page saying something like "We are currently in the process of renewing our website and this will be launched on XXXXX"

The PCC look forward to see how this develops over the coming months.

Snowdrop Service: Weldmar/Snowdrop had requested a possible plaque/memorial in the church grounds as the stone at Milldown was no longer appropriate. The PCC were in agreement that we would be very happy to have an appropriate plaque as long as it was in line with the various rules and regulations. DR suggested the possibility of having something on the trunk of the tree that was cut down last autumn.

Back Pews: The PCC were all in agreement in principle to the removal of the boxed pews under the gallery. The platform will need to be kept. The wood would be stored for future use especially as there is some historic graffiti. Consideration needs to be given to the people who like sitting in these pews. A faculty will need to be applied for.

PCC minutes: A copy to go on the board next to the safeguarding policy.

7. **Safeguarding:**

Enhanced disclosures are all in place where needed. AR, Jill and Pippa will train to be DBS trainers. JT to check whether DBS need updating and if so how often.

8. **Reports:**

Financial Report: No report. Accounts need to be approved at the next meeting prior to APCM.

Wardens Report: Annual statistics completed and sent.

Centre Management Group: Next meeting 8 March.

Cupola Project: PCC agreed that a minimum of £100 should be paid by groups hiring the Church.

PCC approved the NCT and DAHC grant conditions.

The bells will be back in use and rung for the service on Sunday 19 March and there will be a practice session on Saturday 18 March.

The issue of disabled access was highlighted as being of high priority. It was requested that costings etc to be available by the APCM so that we can fully inform the church membership and demonstrate further progress.

9. **Next PCC Meeting:** 9 March.

10. **Closing Prayer:** The meeting ended with prayer at 9.15pm

2017 Meetings:

APCM 9 April

20 April, 25 May, 15 June, 20 July, 14 September, 19 October,
30 November