

**Minutes of a Meeting of the Combined PCCs  
of St Matthew's Harwell with All Saints' Chilton  
held on Tuesday 2 February 2016 at 7.30 pm in St Matthew's Harwell**

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**Present**

**(J) Denotes Joint PCC member. There were thus 8 voting members plus the Rector at this meeting - all resolutions refer to Joint PCC votes**

Peter Barclay-Watt	Tony Hughes (J)	Frances Taylor
Jean Barton	Andrew Keene	Sylvie Thompson
Hazel Connelly	Hazel King	Christina Wood (J)
Peter Cox (Secretary)	Carol Pigott (J)	Jane Woolley (J)
Mel Gibson (J)	John Pigott	The Rector (J, Chair))
Naomi Gibson (J)	Jan Radford (J)	

By Invitation: Vicky Johnston, Church Administrator, and Peter Shields, Children and Families Worker (CFW), present to the end of item B5.

**A Preliminaries**

**A1 Opening & Prayer**

The Rector read Revelation Chapter 2 v 1 to 7.

He said that these verses were read at Church on Sunday by Fiona Brennan-Scott. All seven messages to the seven churches are applicable to all churches, and this includes to us. The church in the passage works and perseveres but has forgotten its first love of the gospel. PCC members are busy people and it is possible to lose the point of why we are here. We need to cultivate our devotional life and take time out to think and pray. How we do this will vary from person to person. All activities can become box ticking and routine; we can become complacent and forget what we are about. These verses are a word of encouragement and warning.

He then led the meeting in prayer

**A2 Apologies for absence**

Apologies were received from: Lizi Bowerman, Helen Brook, Monika Buxton, Avril Butler (Safeguarding Officer), Stuart Gibson, Gordon Gill, James Hellem, Carina Lobley, Liz Morris (J), Alex Reich (J), Pam Rolls (J).

**A3 Minutes of the November 2015 meeting**

There were three corrections:

Present: JPCC members changed from "and the **Chair**" to "...and the **Rector**.."

Opening and Prayer: "...by Richard **Looker**..." changed to "by Richard **Hooker**.."

Date of Next meeting changed from "2<sup>nd</sup> **January**" to "2<sup>nd</sup> **February**".

The minutes of the CPCC meeting in September 2015 were signed as a correct record.

## **A4 Actions / Matters arising**

Paper B refers - Actions/matters arising from November 2015 meeting (and status where known)

The Paper was read by the Secretary and is reproduced here. The Rector added further updates on some items

### **Carried forward from earlier meetings and or modified at the September 2015 Meeting:**

#### **Item 4e: DBS Checks for Children's Group Leaders and Safeguarding of Vulnerable Adults**

**ACTION:** Once found (in office) the list will be logged in a secure database and forwarded to Safeguarding Officer.

**STATUS:** The Rector reports that he and the Church Administrator are planning to modify the structure of the member records in the database to be able to record this information. They have not yet had a chance to look at this, but it is on the agenda, along with other database-related matters. It is in hand.

The Rector added that Avril Butler is working on these items.

#### **Item B4 World Mission**

**ACTION:** Rector and Church Administrator to clarify in the Newsletters that the new World Mission Group is in addition to the old Mission Prayer Group which is continuing.

**STATUS:** The Rector said that this would be included with a World Mission update. It was stated that the words "new" and "old" should not be used.

Discussion ensued and Peter Barclay-Watt and the Rector described the current situation:

It was stated that in fact the Mission Prayer Group continued to meet until the summer and has not met since. The World Mission group started meeting in the autumn and were joined by some members of the Mission Prayer Group. The World Mission Group meets approximately once every 6 weeks. The next meeting is in a fortnight.

Jean Barton said that the Mission Prayer Group used to meet monthly. There was some misunderstanding but they have now worked their way through this.

### **C 3.2 Safeguarding Good Practice Guides / Safeguarding of Vulnerable Adults**

**ACTION:** Safeguarding Process Flowchart to be produced,

**STATUS:** In hand.

The Rector added that Avril Butler is working on this.

## **C6 Governance and Reducing the Burden of PCC Meetings**

**ACTION:** Joint Budget proposal

**STATUS:** In abeyance

**ACTION:** Specific responsibilities of Church Post-Holders to be worked on.

The Rector added that he is working on this.

## **B Mission Strands**

### **B 1 Children, Youth and Families**

Paper C refers: An update on the previous quarter and developments pending for the next quarter.

The Children and Families Worker (CFW) distributed copies of the paper and apologised for its late distribution. He also distributed copies of the Generation to Generation annual report that was distributed to the Benefice congregations.

He said that the paper is in the same format as for previous meetings. There are quite a few items now achieved or completed, lots of work partially achieved or a work-in-progress and a couple of items that have had no progress.

The Children and Families Worker talked through various aspects of the paper and added the following information:

### **Christmas**

There were four main services across the Christmas period. This was the most time consuming item during the period covered by the report.

### **Children's Services:**

Kid's Church carries on in maintenance mode rather than progress. "See and Know" at All Saints' is in abeyance during the other changes there. It will not be forgotten but will be considered as part of the bigger consultation.

### **Fledgelings:**

Numbers are healthy and there are new parents attending each week. Esther Corbishley is leading a lot. There is a lot of potential especially at All Saints'; the ministry is thriving there on Sunday morning and pre-school. There is a good core of parents.

### **Youth Fellowship**

Numbers attending are healthy - there are 25 each week attending across both sessions though they have not yet been running a year - they started with 3 attending.

### **Schools**

There are some Chilton School parents who object to their children receiving Christian messages at school. Nevertheless, the CFW has recently met the Chilton School head teacher and the churches have been asked to run Prayer Spaces again after all, an answer to prayer. He has also been asked to work there as a classroom assistant with the nursery and foundation stage as there is no male staff member at the School. Praise God.

There are opportunities and elements are positive at both schools, including Easter, Christmas, and assemblies.

Several threads are coming together around families in need. The CFW has a heart to meet the needs of troubled families whose children attend the schools and his wife is working with the same families in the Balsam project.

### **Community Events**

There is potential for lots of growth especially where the schools are involved. Advent Doors involved a number of children and families and the congregation and 48 different homes. This included those who do not regularly attend church. He also mentioned the Lads and Dads event and the Alpha Male event as in Paper C. The Alpha Male attendees were happy to pay for it and the pub landlord was keen to support another course.

### **Pending Items**

This is the half way point in the CFW's initial 3 year contract. He is at capacity for his own involvement. He intends to develop the teams and people to lead them so he isn't doing it all. He is reading Exodus and Leviticus at the moment. Craftsmen were appointed to both build the temple and teach more craftsmen. This will be across all areas for the next 18 months.

Discussion ensued:

- In response to a question the CFW said that his nursery/foundation stage involvement at Chilton School as a parent / community worker, not explicitly Christian.
- It is so encouraging and thrilling to see what has happened.
- The CFW was asked about how he would recruit and build up teams as a lot of the two congregations are involved already. The CFW replied that there are now 110 different individuals involved in the Children's work. Communications was stated as needing improvement at the last meeting. He is now doing a weekly report for the Service Sheet. The notice board is in hand. It was a good exercise to count the number of volunteers and hours they contribute. There is a big pool of people. He wants to give ownership and leadership to them.
- The Rector said that multiplying and empowering is important in every area of church life.
- There is a limited number in the congregation so we must focus on the key areas. The CFW said that some areas of CFW work are very exciting but we therefore can't do other areas of work though they may come later.
- The CFW said that there are quite a lot of gifted, talented, parents involved in Fledgelings and Advent Doors. They are not necessarily church members but there is a lot of good will and ideas. He is keen and

conscious to develop new young Youth Fellowship leaders in the longer term once they are 18 years old. There is a lot of zeal amongst that age group but not much wisdom. The Rector said that this is a lifetime's task.

The Rector said agreed that we are now at the half way point of the initial CFW contract, and there is a phase 2 financial appeal – see item C 2.2.

## **B 2 Evangelism and Discipleship of Adults**

### **B 2.1 Home Groups**

Paper D refers - progress including the Advent study, upcoming Lent study and new groups.

The Home Groups Co-ordinator Jean Barton reported and answered questions:

In addition to the progress reported in the paper, a group of Chilton Field mums are considering starting to meet on a weekday evening. There are two new groups and another meeting for Lent. She highlighted the request in the paper that all members of the CPCC invite one person to join a home group. If possible let the group leader know that a new member is coming.

The Rector said that home groups take people from the "Congregation" to the "Committed" (ref. diagram in Combined PCC September 2015 item B 0.2) and is building community. About 70 individuals are involved. Jean Barton said that 60 – 70 meet each week and more attend occasionally. The two new groups have 10-12 more people. The Rector said that there are 300 people who regularly attend the two congregations, so ¼ attend the small groups. The CFW said that it helps to draw the "Crowd" in to faith.

The Rector added that asking people to serve is a good way to draw people in, i.e. the "belonging - believing - behaving" philosophy. Small groups have a critical role in deepening faith and fellowship. He thanked Jean Barton for her work.

### **B 2.2 Marriage Course**

Jean Barton reported:

There will possibly be another course in the Autumn once the number of couples is known. The Rector said that the previous course picked up some of the couples who will marry in future months. Vicky Johnson said that there are not many marriages booked for 2016 as yet.

Jean Barton said that it is possible to do a marriage course for married couples as well as for marriage preparation. The course was originally designed for married couples. It would depend on sufficient interest. Many of the couples currently attending are living together anyway.

### **Valentines Day Service Sunday 14<sup>th</sup> February 2016**

The Rector said that this service will be open to all couples and no one will be turned away. Singles will be welcome too but the focus will be on couples. He encouraged people to invite people. It was stated that gifts will be distributed and the Orchestra will play. Discussion ensued including:

- The service is lovely to do but the church should bear in mind that there are a lot of widows in the congregations as well as couples, many of whom attended church following the loss of their partner. Marking Mother's Day has similar challenges.
- The Rector said that he would bear this in mind for all targeted services.
- The widowed still have a relationship with the deceased spouse.
- The advert on the front of the Broadsheet states that this service is for couples. This should be softened. The Rector said that it is difficult to balance all factors when there is a focus for a particular service..
- This is an extra service, not the main Sunday service; it is fully optional.
- It is possible same-sex couples will attend. The Rector said that everyone will be welcome at the door - this is not a formal blessing which would be illegal as the Church of England is not allowed to do this and it applies across the board. People interpret "couples" how they want to.
- Next time we can consider how to bless people not in a relationship so they feel just as valued. This can be a difficult time for those who are widowed, divorced and those who have never married.
- The Rector said that there could possibly be a sermon series including preaching on singleness, which is not often talked about. We must be sensitive to a range of situation that people are in.
- The Valentine's Day Service is a good thing to try. The Rector said that this was suggested as Valentine's Day is on a Sunday this year.

**B 2.3 Alpha Course**

The Rector reported that there is currently no course scheduled. A course will be scheduled as Alpha Courses are an important part of outreach.

<b>ACTION:</b> Rector to schedule an Alpha Course
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**B 2.4 Responding to Poverty****B 2.4.1 Christians Against Poverty (CAP) Money Courses**

Paper E refers: Upcoming courses in the Benefice and a request to run courses in Didcot.

Naomi Gibson added that the third course has just started. The courses have been held in the evenings so they will try a Saturday course and a Friday Daytime course to suit more people. The attendees have mostly been people that she, Liz Roberts and Lizi Bowerman know. Liz Roberts advertises the courses in the Job Centre Plus, on fliers and on Facebook.

Following expressions of interest from members of local churches, it was considered worth offering via Churches Together in Didcot District (CTDD) for our CAP team to provide CAP Money courses, with hosting churches providing the venue and refreshments. Discussion ensued and the Rector and Naomi Gibson answered questions including:

- The Harwell and Chilton PCCs paid for some of the training, others were self funding.
- Naomi Gibson said that there are 6 people trained to run the courses, and we should help each other in the Deanery.
- We should do this if possible.
- This would test the market for the courses as well as providing experience in running them.
- People in Didcot might then also be inspired to train to run such courses.
- The Rector said that there is quite a lot of co-operative work being carried out across the Deanery.
- There are a lot of people in Didcot so if we provide a start it may take off. This is a fantastic opportunity in the wider community.
- Naomi Gibson said that the courses are a good evangelistic tool but all attendees to date are already committed Christians.
- If there is a need in Didcot and people who can meet the need here, we should do this.
- The Deanery is encouraging parishes to share resources.
- It may be easier for attendees from Didcot if the course is delivered by people they don't know. This may also apply in the Benefice.
- In another parish, word got out about the courses and they were inundated with people wanting to participate. Advertising and growth does not necessarily happen the way you envisage.

**There was a general consensus of agreement about making an offer via Churches Together in Didcot and District.**

**B 2.4.2 Community Bank**

No report

**B 2.4.3 CAP Debt Help Centre**

The Rector reported that this is still under consideration.

**B 2.4.4 Didcot Emergency Food Bank**

The Rector reported that this continues to be well used and supported. It was stated that there are always a lot of people there when the Benefice's donations are dropped off.

It was suggested that there are a couple of Sundays for donations to be made as well as Harvest. The Rector said that this could be coordinated with times of low donations. Enquiries will be made.

<b>ACTION:</b> Mel Gibson to ask Food Bank.
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### **B 3 Pastoral Care**

Pam Rolls sent an update which the Rector read out. This was labelled Paper H after the meeting. It includes Pastoral Care team news and meetings, funerals and the Generation Gold Services.

Jan Radford added that it was good to see people attend the Generation Gold services who don't usually attend church. Some do attend Evergreens. Please pray for those who could also attend. Some are unable to attend. There could also be an Alpha course.

She added that she has quite a few pastoral encounters through her job (as Chaplain to the Oxford Hospitals). Please contact her if you know of anyone in hospital that would appreciate this.

There was discussion of how to promote the Generation Gold Services via postal invitations etc. There was discussion of transport available for those who have problems getting to church.

### **B 4 World Mission**

#### **Missionaries**

The Rector and Vicky Johnston reported that Christine Perkins is due to visit soon and arrangements are being made including visiting Youth Fellowship. There is a new prayer letter on the notice board. The Sharlands are in touch regularly.

#### **World Leprosy Day**

It was stated that this was mentioned in a Sunday service sheet but the presentation in church was on a different subject. The Rector agreed and said that we do support the Leprosy Mission and have done this in the past but it is a challenge to schedule talks and speakers along with the CFW appeal, Christingle and Baptisms and so on.

### **B 5 Worship Services**

#### **B 5.1 Possible Change to Services at All Saint's and Proposal for a "Fresh Expression" Service**

The Rector reported that plans are in progress for this and it could also be discussed at the PCC Away Day. All Saints' PCC has had an Extraordinary Meeting to discuss the possible change in morning services. There was reluctance to move to the proposed two morning service schedule. Instead it was suggested that a family-friendly, informal, Messy or Fresh Expressions church service is created. It could include crafts and a meal. A similar service in Ladygrove in Didcot is well attended.

Chilton PCC members said that it would focus more on Chilton Fields and the young families there. The Rector said that some Chilton Fields families do attend church but the estate is under represented. So the service would be held there, at least initially. Though this is in Chilton Parish it will be a Benefice activity similar to Connect which had significant support from Harwell Parish and Harwell families attended.

This will involve the Children and Families Worker (CFW) in a major way and in due course should involve others. If it starts in the Community Room it may relocate. Other possible locations could include the School though it would be less visible. There could be a link to Wednesday Fledgelings and the Chilton Village Hall (which is in the other part of the village). All Saint's church building is currently unsuitable. It could possibly move to Harwell in due course if attendees are prepared to travel.

The time and day could be Sunday afternoon but not morning or else it would clash with the current services. Saturday or a weekday would be possible too though people may be busy. It may be a good idea to create a weekday event.

Discussion ensued and the CFW and Rector answered questions including:

- The CFW said that Easter could be a natural opportunity to try this as an Easter family service in the Community Room.
- There was a discussion of the capacity of the room which is licensed for 50. The CFW said that it can hold 20 adults and 20 children in a Fledgelings setting. It would be a good place to start – it is a smaller room that would feel cosier; then potentially move later.
- The Rector said that it is a good location for visibility and ownership.
- The Rector said that it would be aimed at different groups than Connect. The service could be aimed at Christians for discipleship or at non church "crowd" for outreach. He suggested that it could be a church service and include Word, Worship, Witness and Welcome.

## 2016-02-02 Combined PCCs – approved minutes

- The CFW said that we don't want to keep repeating the cycle of Connect, as people considered it had fulfilled its aim. It lacked sharp focus. We need to decide what we want to achieve and give the new service a clear remit. If this is to be a church service it should be for the Christian community of believers. If we do it well it will evangelise naturally. It should be aimed at young Christian families, the potential for growth is with them but they are not catered for particularly well.
- The service could be run in a way that friends and neighbours could be invited. The CFW agreed and said that all services should be like this. There is not a clear picture of the format yet.
- The CFW said that Kids Church could evolve – the children that attend Kids Church are from families that already attend church. Holiday Club was universally enjoyed but the children didn't stay. This may be a Benefice Kids Church in time.
- An Abingdon parish launched a "Messy Church" on Sunday afternoon which now has a massive attendance. The Rector asked if it was called "Church" which would make a clear distinction. It was said that it was well known in the area.
- The Rector gave an example of someone he had met works every Sunday so could not attend church. This would be an opportunity to move away from Sunday to a more accessible time.
- 4:30pm on Sunday would be a good time as there were not many Church functions scheduled then. The Rector said we could see a fall off in attendance if the weather was good as we did with Connect and Hands Free.
- Mid week may be difficult as many people commute. The Rector said that tea-time events at Chilton School have been well attended. It was stated that the children would be at the School already.
- The Rector said that Chilton PCC had decided not to change at the moment from the current 8am, 9.30am and 5<sup>th</sup> Sunday evening service but the proposed Fresh Expressions service may not necessarily address the issues that led to this being considered. A Chilton PCC member said that the Chilton PCC would revisit this.
- A Café Church was started on a Saturday morning in a church. It has grown a lot as there is no café locally.
- A few groups meet in pubs.
- Several committee members said that Easter would be a good time to try this as Easter Services are well attended. The Rector said that Easter Connect was well attended.
- Vicky Johnston said that the print deadline for the Easter cards is next week.
- There was discussion of which day over Easter would be best.

The Rector said that the general feeling of the meeting was positive towards the Fresh Expressions service. It could be researched further. If at Easter it would be before the PCC Away Day. He would discuss the day and time with the appropriate people.

ACTION: Rector to arrange Service.
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## C Facilitation and Partnership

### C 1 Communications and Operations

#### C 1.1 Progress Report

Paper F refers: Communications Report January 2015 including progress since the last meeting.

#### Photocopier

Vicky Johnston outlined the situation as described in the paper, answered questions and added some further information: The photocopier is discontinued. The Broadsheet takes days to print. There was a problem during printing of this month's Broadsheet which was solved but only temporarily. We have also experienced problems with the office PC, but you can't wipe the PC and start again as the printer driver would be lost. She explained various options for replacement. The Rector said that the printer was refurbished when we got it.

Discussion ensued and it was stated that someone in the congregation is employed in this field and may be able to give advice.

ACTION: Tony Hughes to enquire
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#### Photographs of PCC Members on Website

The photographs are now up in the porch. Vicky Johnston asked if they should also go on the website as people go to the website to investigate the church before attending so they know some of the faces. We

would need permission to upload them. The Rector said that he would ask the PCC members via an opt-out email.

**ACTION:** Rector to get permissions for photographs on website from PCC members

There was discussion of what personal data was accessible on the website and editing of permissions to view data. Vicky Johnston said that she removes all personal contact details from the Broadsheet and Service Sheet before uploading them to the website

### **Mobile Friendly Website**

A PCC member asked if the speed that the photographs move across the screen could be slowed down. The Rector said that he could investigate. Vicky Johnston said that a lot of the website was pre programmed and she just uploads the content.

**ACTION:** Rector to investigate

### **External Notice Boards**

It was asked that Vicky Johnston's name is added to the Harwell Church board. Tony Hughes advised that we could order a completely new board (which would cost about £200), but it would be best to do this when the pattern of services was stable. In the meantime we could order a strip that can be added at the bottom. A Chilton PCC member said that this would also apply there.

**ACTION:** Tony Hughes to Investigate.

### **Young People's Broadsheet Special Edition**

Vicky Johnston said that there had been no volunteers from YF or Scouts.

The Rector thanked Vicky Johnston for her work on this idea.

## **C 2 Stewardship and Finances**

### **C 2.1 Stewardship Report**

Peter Barclay-Watt read out a report which was labelled Paper H after the meeting. He gave some additional updates and answered questions:

The Harwell Parish deficit of £8,000 will be supplemented by a £26,000 legacy so there will be an £18,000 surplus in April. The reasons for the 10% Missionary spend have been circulated.

The Rector said that the Chilton Parish budget has an agreed deficit and there would be a budget review mid-year. The missionary giving is currently at 15%, but will be reviewed mid-year. A PCC member said that the Chilton deficit will be £9,000.

### **C 2.2 CFW Fundraising**

Peter Barclay Watt made the following statement and answered questions:

Pledges at St Matthew's to cover the current three year contract for the Children & Families Worker to 2017 have been received including £1,500 from the Deanery to cover the £42,000 Harwell share of the £60,000 total. Harwell has committed £20,000 of reserves and as things stand will have to draw £17,500 from the reserves.

As a result of the recent fundraising push for a continuation of the Children & Families Worker contract after 2017 new gifts and pledges at St Matthew's totalling £10,300 have come in with more last week including three renewal pledges i.e. there are some encouraging signs. None of this reduces the £17,500 needed from the reserves for the first three years of the contract. The current focus is on renewal and the deficit will be made good from reserves.

Comments included:

- It is encouraging that there are new pledges.
- Some people may not have completed the forms asking about renewal of pledges.
- The Rector said that there was already a plan to write to thank the donors and could add a request for clarity if they are going to renew.

- The legacy of £26,000 is to St Matthew's.

Peter Barclay Watt asked for clarification on the membership and aims of the Stewardship Committee. The Rector said that the focus of the Stewardship committee is on fundraising and for example to coordinate electronic giving and encourage legacies. The individual Parish Finance Committees recommend how the funds will be spent.

There was discussion of the membership of the Stewardship committee, which was said to be the members of the two parish Finance Committees and others. The Rector said that he would try to clarify this.

**ACTION:** Rector to define membership of the Stewardship Committee

### C 3 Safeguarding

Paper G refers: Policy on the Use of Social Media and Private Messaging.

#### C 3.1 Policy on the Use of Social Media

The Rector said that this was based on the Diocesan policy with input from the Children and Families Worker. The JPCC is required to vote on accepting this policy as Safeguarding is a power delegated to it by the individual PCCs.

The Rector gave an opportunity for comments or questions but none were forthcoming.

**RESOLUTION:** Accept the Policy on the Use of Social Media and Private Messaging  
**PROPOSED: RECTOR** **CARRIED UNANIMOUSLY**

#### C 3.2 Appointment of Social Media Administrators

The Rector said that this is required by point 7 of the policy. The PCCs are trustees so should be concerned with how the churches are represented, their reputation and communication with the outside world. It was stated that groups on Facebook require administrators to post and sort out problems.

Vicky Johnston said that there are three official Benefice Facebook groups: Harwell and Chilton Fledgelings, Harwell and Chilton Churches and Harwell St Matthew's Friends. The Rector added that anyone inside or outside the Churches could in theory start another page claiming to be 'official'.

The Rector said that the Benefice Facebook groups are administrated by the Church Administrator Vicky Johnston, the Children and Families Worker Peter Shields and the Rector. Additionally Liz Roberts helps administer the Friends page.

Discussion ensued and it was suggested that the Facebook administrators listed above are appointed the Social Media administrators.

**RESOLUTION:** The Benefice Social Media Administrators are:

For the Harwell and Chilton Churches and the Harwell and Chilton Fledgelings Facebook pages:  
Church Administrator Vicky Johnston, the Children and Families Worker Peter Shields and the Rector.

For the Harwell St. Matthew's Friends Facebook page:  
Liz Roberts, Church Administrator Vicky Johnston and the Rector.

**PROPOSED: RECTOR** **CARRIED UNANIMOUSLY**

#### C 3.3 Appointment of New Benefice Safeguarding Officer and Deputy

It was stated that Avril Butler is moving out of the area in the coming months and a replacement would be needed.

The Rector said that discussions have taken place and Heather House has agreed to step up from Deputy Safeguarding Officer. A new Deputy Safeguarding Officer is therefore needed from Chilton so there is a presence in both parishes. There is a requirement that the person is not involved in the children's and

vulnerable adults work. The role is not onerous but a new deputy is needed as soon as possible. There was a brief discussion of possible areas to look for candidates.

### **C 3.4 Church Tower Safeguarding**

The Rector read the following on behalf of Avril Butler:

A paper about safeguarding children in towers from the Central Council of Church Bell Ringers developed in collaboration with the Church of England National Safeguarding Team has recently been issued. A copy is on the Safeguarding Area on the Church website. Avril Butler is liaising with the Tower Captains in St Mathew's and All Saints' to ensure we comply with their recommendations.

The Rector said that we need to ensure good practice is followed as it is a legal responsibility of the Joint PCC.

## **C 4 Staffing and Leadership**

The Rector reported that there are no changes in personnel. As the Annual Parochial Church Meetings (APCMs) are approaching he has been in discussion with the PCC Officers and all have indicated they are willing to continue. St Matthew's needs a Deputy Electoral Roll Officer before 4<sup>th</sup> March.

## **C 5 Wider Church**

### **C 5.1 Deanery and Great Western Park**

The Rector reported:

Mark Bodeker has identified money management and debt as an issue and there is a possible link to the CAP money courses in Great Western Park as well as St. Peter's Didcot and Didcot Baptist Church.

An increasing amount of the growth of Great Western Park is in Harwell Parish. Bishop Colin's interest continues.

Mark Bodeker's funding and Curacy continue to April 2017. Bishop Colin thinks funding can be extended beyond this.

There were two 'Fresh Expressions' meetings in December and January at lunchtime in the University Technical College including lunch, activities and worship. The meetings were ecumenical and well supported.

### **C 5.2 Deanery Synod Update and Deanery and Parish Share 2016**

The Rector reported that there is no further information from the Deanery. We are hoping that the Benefice Share will be frozen for 2017. If any Benefice does not pay in full, the Deanery loses its rebate which would have a big knock-on effect. Things are looking alright financially at the moment, but precarious.

## **C6 Any Other Business**

### **C6.1 Harvest 2016 and Benefice Barn Dance and Harwell Harvest Lunch**

The Rector said that the CPCC decided at the last meeting that Harwell would not have a Harvest Lunch this year and there would be a Benefice Barn Dance on the Saturday. The other Harvest activities will continue as usual. The donated food is usually pooled and some is auctioned. Discussion ensued:

- Some of the donated food used to be sold at the All Saints' Harvest tea.
- The perishable food goes to the Harwell Harvest Lunch.
- The Rector said that quite a lot of the food is sold at the charity fundraising market outside the Rose and Crown.
- Some of the fresh produce is donated by the School. The Rector said that we should consider ways to use it.
- A group called "Reading Soup" provides a soup meal to publicise and raise funds for local projects. This idea was started in Southampton. We could make vegetable soup and invite people as an evangelistic activity. The soup could be frozen.
- At the last meeting Alex Reich asked for volunteers from each parish to form a working party to help organise the barn dance event. The Hall and Band have been booked. Vicky Johnston said that a

request for a Harwell volunteer has been advertised in the noticesheets and one volunteer has come forward.

### **C 6.2 Celebration of HM the Queen's 90<sup>th</sup> Birthday 11th and 12<sup>th</sup> June 2016**

The Rector asked if the Benefice should organise our own celebration for this milestone. There was a book published recently about the Queen's Christian faith.

Discussion ensued:

- We should be careful not to organise an event that clashes with other celebrations.
- There are a number of flower displays organised locally already.
- The Parish Councils have been asked to organise an event.
- The Rector suggested that these celebrations could be combined with the "Songs of Praise" event which will be held alongside the Harwell Feast on 30<sup>th</sup> May. It was stated that there was a Jubilee feast in June some years ago.

### **C 6.3 Big Church Day Out 28<sup>th</sup> and 29<sup>th</sup> May 2016 at Wiston House, West Sussex.**

The Rector said that this event includes bands and seminars; it is an opportunity for fellowship and to experience something different. Attendees can camp or stay in a bed and breakfast.

It was stated that it is covered on TBN UK television and Youth Fellowship have attended in the past.

The Rector said that Youth Fellowship will attend this year and other church members can go too. If there is enough interest we could co-ordinate accommodation and travel.

### **C 6.4 St. Matthew's Church "Fit for the Future" Consultation Day of Prayer 16<sup>th</sup> April 2016**

Hazel Connelly said that this event is being organised and information will be in the Broadsheet and Service Sheet. There are four areas under consideration including Worship, Wisdom and Hospitality. There will be bible verses and an opportunity to ask questions.

The Rector said that this was to prompt deliberation on the PCC consultation on the use of the church building, and is equally relevant to the All Saints' Church building.

**The Chair closed the meeting with prayer and the Grace at 9:52pm.**

**Date of next meeting: 7<sup>th</sup> June 2016 at All Saints' Chilton.**