

**Minutes of a Meeting of the Combined PCCs  
of St Matthew's Harwell with All Saints' Chilton  
held on Tuesday 6 June 2017 at 7.30 pm  
in All Saints' Chilton**

---

**Present**

**(J) Denotes Joint PCC member. There were thus 10 voting members including the Rector at this meeting - all resolutions refer to Joint PCC votes**

Helen Brook  
Hazel Connelly  
Phil Corbishley  
Peter Cox (Secretary)  
Sid Gale  
Mel Gibson (J)  
Naomi Gibson (J)  
Gordon Gill

Tony Hughes (J)  
Andrew Keene  
Hazel King  
Rebecca Lewis  
Carina Lobleby \*  
Tim Paget  
Carol Pigott (J)  
Jan Radford \*\*

Alex Reich (J)  
Pam Rolls (J)  
Yvonne Sanderson  
Frances Taylor  
Michelle Walker  
Christina Wood (J)  
Jane Woolley (J)  
The Rector (J, Chair)

\* Present to end of item C 3.1

\*\* Present to end of item C 4.1

By Invitation:

Rev. Mark Bodeker, Great Western Park Associate Minister, for parts A1 and A3

Vicky Johnston, Church Administrator

Peter Shields, Children and Families Worker (CFW)

## **A Preliminaries**

### **A1 Opening & Prayer**

The Rector read from Matthew 15 v 21- 28

The Rector said that this is an awkward passage. Jesus's comments are difficult to understand – did his arm need to be twisted to help the Canaanite woman? Maybe he was waiting for the point where she asked, in order to teach the disciples. The Rector believes that this passage is there for a purpose – it is not immediately obvious what the purpose is. The way we can discern what God is saying in this passage is by bringing together different people's opinions and experience and learning together. People's opinions complement one another and fill in the gaps. We are all parts of the body and it is God's will that we get encouragement and teaching from one another.

The Rector then led the meeting in prayer.

**Item A3 was taken at this point**

### **A3 Wider Church**

#### **A 3.1 Great Western Park Presentation by Mark Bodeker**

The Rector introduced Mark Bodeker by saying that he lives in Great Western Park within Harwell Parish and had just finished his Curacy at All Saints' Didcot. He is married with three children. He is Associate Minister for Great Western Park. He was an accountant then ran his own Science and Technology business prior to training for the ministry.

Mark Bodeker began by saying that some of the issues about community come from places that arguably are starting with no community.

He had the idea of having a minister for Great Western Park, and suggested it to Bishop Colin, who in turn suggested that Mark could fulfil the role himself. After due consideration Mark and Bishop Colin decided that this would be the right thing. He has enthusiasm for Great Western Park; he does not have all the answers. His Ministry affects us in this Benefice.

When starting his ministerial work, Mark had received Psalm 139 Verse 14 which ends "...That which I know very well". He considered what is it that we know very well and how do we let people on GWP know?

Mark described Great Western Park:

- It is a major development and has a considerable impact on Didcot and surrounding villages. Didcot has significantly increased in population with GWP and will increase again with Valley Park. There can be strained relations between the old and GWP e.g. due to extra traffic
- People are moving in to thousands of new homes in a relatively small space at a fast pace, which can cause problems. Other issues are around debt, broken relationships, loneliness, unrealistic expectations, and abuse.
- People are coming into GWP to make use of the new facilities, for example 600 people regularly use the Sports Complex of which Mark is a trustee.
- GWP is in the parishes of All Saints', Didcot, St. Peter's Didcot and St Matthew's Harwell. Harwell Parish also has a lot of building going on.

### **Connecting with Community**

He considered what is community and how do people connect? If people are already interested in Christianity or are believers they will already be in a Church. Mark encourages Christians to go to a pre-existing church. There are many who do not want to go to a traditional church, who did not receive the Gospel from the previous generation.

He considered how you connect with and befriend the communities such as around the play areas and the school. He started a community café as an alternative to a church meeting, but some people are not comfortable with that either.

The Church is on the margins of the community, but with so much to offer. Also there is no baggage as it is a new church and there was nothing there before. The Church was a footnote in the recent local tragedies. He accepts that this is the situation and offers fun and hospitality. He is careful not to "preach".

He considered how to start supporting communities and growing faith. He started with a Mr. Muddle activity, to say that people are important and matter. People will turn up to events if you ask them.

He got involved with community matters including ensuring the shop was opened, and making the community space permanent rather than temporary.

Safe spaces to engage residents include the Café, UTC – Mark is a governor, schools (for Prayer Spaces) including the Aureus School. There have been negative comments about these in the rest of Didcot so Mark encourages people to come and see for themselves.

A long term approach is being taken with the Ministry. Bishop Colin chairs a Steering Committee which includes the Rector and the Deanery Lay Chair Gordon Gill. There is emphasis on underpinning and consolidation of the current activities and not taking on too many - continuing the good activities and letting the rest go.

There is an impact on the existing local church structure. The role for the local churches could be in gathering in or sending out, resourcing and commitment including funding. Mark is grateful to the local clergy for their support. Accountability comes from Mark having an agreed role and structure.

He had considered what sort of church would fit – a church plant or organic growth (which is higher risk). A leadership team has been commissioned and is being nurtured; Mark feels God has called them.

The Ministry is ecumenical including the Methodists with two part time chaplains.

He summed up by restating the challenge of the Psalm 139 verse 14: "...that I know very well" – how do I offer that to people who need spiritual life in a place that is so new that it doesn't yet have a heart? "That I know very well" is about the fact that God loves us and has known us from the very beginning. He concluded by asking for prayer. He can give more talks if required.

The Rector said that Mark Bodeker's time was spilt between Great Western Park and All Saints' Didcot during his Curacy, but he has graduated and from this summer onwards he is working full time for Great Western Park. Increasing numbers of houses are being built in our Benefice - a shift is happening.

Mark Bodeker answered questions on the following subjects and there was discussion including:

- **Parish Borders**

Parish borders may be changed if it is right for everyone. He doesn't want to focus on this as it would take too much time and energy.

Gordon Gill said that it took four years for the new parish in Ladygrove to get to the legal stage. Forming a new parish has consequences including parishioners will lose the right to be married, buried and baptised in the "old" parishes. The process is likely to take five to six years for Great Western Park.

The Rector said that there is an informal relationship for now.

- **Home Groups**

There is one home group consisting of the leadership team, they are studying the New Testament and asking what is Church? There will be a second group soon.

- **Church on the Margins**

It was suggested that this was something the wider church can learn from. Mark Bodeker said that it is fortunate that there is no history for GWP as there were no traditions or ongoing activities they needed to hold on to. The sooner we realise we are not at the heart of things the better. It can be liberating as there are some activities that people expect the church to do but do not support and can be stopped or not started. When people don't support an activity they look for other people to blame, which is not a good advert for the church. You can consider what is the essence of ministry and what are the essential activities – meeting and prayer – and what do we mean by that.

- **Shared Activities**

It was suggested that as this is a small Benefice we may be trying to do too much "on our own patch", such as "Fresh Expressions" - maybe we would be better to point people to the Great Western Park service instead: We could develop a model where people move between the parishes and we share resources and activities.

Mark agreed that the church in general is looking to do smaller gatherings. Big churches can mean ghettos for those with mobility problems. There was some agreement to this and it was said that big churches can be isolating for all people due to travel times.

Mark is getting more baptism and wedding enquiries (which are frequently referred on to the surrounding parishes) and connections will develop. The Rector agreed that these are on the increase.

- **Congregations**

It was stated that people from GWP are attending St. Matthew's church, are there also those from the surrounding churches who attend GWP services which may help form connections - or are the GWP services growing in isolation?

Mark said that both of these are happening but people should be encouraged to find a church suitable for them. He started evangelism on GWP as no one else was doing any. The Church of England is not dominant in Didcot so people have a choice. He would like the established church to come in but it or God does not work like that. Perhaps the community to be reached are those who do not come to church.

Mark was asked if there is any way this Benefice can help without changing the borders. Mark said that it is a challenge. People may have a heart for their local community - where do you have your heart?

- **Communications with New Areas Communities**

All the services are on Facebook so people can see what is on. Leaflets have an associated cost and a small success rate. A website will be set up in due course.

- **Local Events**

A PCC member attended two community events at Abingdon and Chilton recently. Five churches were represented at the Abingdon event with children's activities and none at the Chilton event. Should Harwell and Chilton or GWP churches be represented at these events?

Mark said that all these things are important. Our churches are small so we are limited in how many activities we can commit to – we would need to commit to these activities for several years. He has been careful up to now to separate community and church events. There is a welcome leaflet.

Gordon Gill said that the Sunday services have 36 people attending who are under 30 years old and 30 people over 30 years old. It is a very young congregation comparatively that is only being seen elsewhere locally at the Baptist and Community Churches.

- **Youth Ministry**

The CFW asked how Mark was pitching his ministry and if it was youth oriented. Mark said that the leadership team is young so they started with their age group. Even younger people and retired people (who are downsizing) are moving in to GWP.

The Rector concluded by asking for prayer for Mark and his ministry. Mark thanked everyone for listening.

The meeting stopped for a short break at 20:41 and resumed at 20:47.

Item B1 was taken at this point

## **B1 Children, Youth and Families**

### **B 1.1 Update and Plans**

Paper L applies - Work undertaken since the February 2017 meeting and Work Pending up to the September meeting. The Children and Families Worker (CFW) distributed copies of the paper and apologised that it was not available before the meeting.

The CFW answered questions:

- The reorganisation of the St. Matthews' Sunday Groups – Pathfinders and Kids Church is required because the burden of leading Pathfinders is on only two people at the moment. There will be a meeting to reorganise the ministries.
- The Creation Conference takes place in Birmingham. It is run by Genesis creation apologetics and is open to all. The CFW will promote this to the young people. The Rector said that he is taking an interest in the arrangements for this.
- A contingent from the Benefice will go to Soul Survivor. The Rector said that this event can be really valuable.

### **B 1.2 CFW Options 2017 Onwards**

These papers refer:

Paper A: The report of the Employment Group that was commissioned at the February 2017 CPCC meeting. Presented to the Extraordinary Combined PCC Meeting on 23<sup>rd</sup> May 2017

Paper L: An interim report of the Extraordinary Combined PCC Meeting on 23<sup>rd</sup> May 2017 containing the proposals agreed at the meeting.

The Rector said that the ECPCC meeting had taken place and read out the proposals agreed at the meeting. Since the meeting the Rector and CFW had met and the CFW was content with the proposal. The Employment Group has work to complete as the CFW's contract finishes in August.

Pam Rolls reported that Naomi Gibson was stepping down from the Employment Group so a new group member from All Saints' is needed. The Rector asked the group members present if they were happy to continue. Phil Corbishley and Hazel Connelly agreed and it was stated that Martin Gibson and Jean Barton will continue. Sid Gale will also step down.

An Employment Group member said that they were hoping to get people from the congregations with direct Human Resources experience to join. The group has had two members from each parish so far.

Hazel King volunteered for the group.

## **A2 Apologies for absence**

Apologies were received from: Peter Barclay-Watt (J) Jean Barton, Lizi Bowerman, Martin Gibson, Stuart Gibson (J), Heather House (Safeguarding Officer), Liz Morris (J) and John Pigott.

## **A3 Minutes of Previous Meetings**

These two items were considered together:

### **A 3.1 Minutes of the February 2017 meeting**

### **A 3.2 Minutes of the Extraordinary General Meeting on 23<sup>rd</sup> May 2017**

These papers refer:

Paper I: Minutes of the Combined PCC Meeting February 2017

Paper J: Confidential Minute of the Combined PCC Meeting February 2017

Paper L: Extraordinary Combined PCC Meeting Interim Report

The minutes of the Extraordinary General Meeting were not available so the Secretary produced Paper L on the day of the meeting, containing the proposals that were agreed at the meeting and summarising the next steps.

The Rector said that the Secretary had written the February minutes as a single document. The Rector asked the Secretary to split the document by separating out the CFW's discussion about his role and the subsequent discussion. This was because the CPCC minutes are published on the Benefice website and available to anyone. The Rector and Secretary both considered that due to the sensitive nature and frankness of these discussions it was better that they were not published publically.

The Rector suggested that the Minutes to be published will contain a summary of the items and the proposals agreed and the confidential minute containing the full discussions will be kept confidential, to be retained in the archives and only be available to PCC members.

**There was general agreement.**

Discussion ensued:

- It was suggested that as the Confidential minute could be considered to contain personal information and it should be retained only as long as it was relevant (and not be available to future PCC members).
- It was stated that there were no data protection issues.
- The discussion about having two part-time CFWs or one full time CFW is in the Confidential Minute. If this is considered again it would be useful to refer to it and would save future PCC members repeating the discussions and conclusions.
- The CPCC and PCC minutes are kept permanently in the County Archives
- It was stated that the Confidential Minute was like a performance review. The Rector agreed with this. It was stated that it therefore should not be kept.
- The Rector said that if published it would be available to any current or future employer.

There was agreement that Paper J is a Confidential Minute.

**There was the following correction to the February minutes: List of Present: Vicky Johnston removed and added to Apologies.**

The minutes of the CPCC meeting in February 2017 and the Confidential Minute of Item B1.2 of the same meeting were duly signed as a correct record by the Rector.

## **A4 Actions / Matters arising**

**Item from the November 2016 Meeting:**

### **B 2.5.3 Acts 435**

**ACTION:** Combined PCC Secretary to add to June 2017 Agenda.

**STATUS:** Complete

## **B Mission Strands**

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

#### **B 1.1 Update and Plans**

This Item was taken earlier.

#### **B 1.2 CFW Options 2017 Onwards.**

This item was taken earlier.

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

#### **B 2.1 Home Groups**

No report or comments.

#### **B 2.2 Marriage Course**

The Rector reported that Jean and Peter Barton were due to lead a course in the autumn but are no longer available. He asked that should anyone be willing to lead a course for people who are going to get married or have their banns read in the churches to let him know. Course material is available.

#### **B 2.3 Alpha and Christianity Explored**

The Rector said that there are no courses scheduled. The Church Administrator is keeping a list of people who are interested in attending an Alpha Course and a course will be run when there are enough people.

#### **B 2.4 Science and Faith**

Paper D refers: Including: summary of term 2 and 3, possibilities for continuing after term 3.

Carina Lobley reported:

The term two activities had been completed and they are nearing the end of project which is due to finish at the end of the third term. On June 14th Materials Scientist Professor Sir Colin Humphries will give a talk titled "Can a Scientist believe in Miracles?" She asked that PCC members encourage people to attend as there is still plenty of room. It will be publicised on Facebook and the Church Website.

There are only two more sessions of the Family Science Club left. In all 250 people have attended the lectures, a regular group of 30 attend the Family Science sessions and a core of 50 people have been made contacted. Most are already Christians. It has been very positive.

The people running the Science and Faith activities do not want this to stop. Carina asked if the PCCs could agree in principle to some Science and Faith work continuing. This could be Science and Faith as one of the Family Friday meetings. A group has volunteered to do an afternoon at this year's Holiday Club. Another possibility is an activity day during half terms. They are suggesting a frequency of one event or activity every two months. There is no specific proposal yet.

The funding is for this year and is not ongoing, so PCC funding would be needed. She asked PCC members to think and pray about this.

Discussion ensued and the Rector and Carina Lobley answered questions:

- The Rector said that there was an appetite for the discussion group to continue.
- Gordon Gill asked if Jennifer Brown could do a presentation to the PCCs. She is the Science Missioner for the Deanery, covering Harwell Campus, Culham Science Park and others. Her funding comes from the same place as the Science and Faith funding. Carina said that this does tie in. Jennifer had run a session at her workplace.
- Carina Lobley said that she could produce a proposal for consideration at the September PCC.

**ACTION:** Carina Lobley to produce proposal.

**There was general agreement that for the Science and Faith strand to continue.**

The Rector thanked Carina Lobley for her report and work. She and the Rector are Co-Directors but it is mainly Carina's work.

## **B 2.5 Responding to Financial Need**

### **B 2.5.1 Christians Against Poverty (CAP) Money Courses**

The Rector read out the following report on behalf of Naomi Gibson:

We continue to run a course each month. Sid and Alison Gale are about to do the last session on a one to one basis with a lady from Didcot who also is being helped by the CAP debt centre.

We have a course starting on Saturday in Chilton Village Hall and to date have no delegates. We continue to pray that those who can be helped will see the publicity and come along. Liz Roberts has had a few enquiries though Facebook but they haven't signed up. We will go along on Saturday just in case someone drops in.

We have a planning meeting next week to discuss future courses.

### **B 2.5.2 CAP Centre**

The Rector reported that he had attended a meeting with Naomi Gibson. The candidate for the CAP Centre debt coach has been approved by the CAP headquarters in Bradford. They will be trained then start work across Didcot and Wallingford and surrounding areas.

The CAP money coaches are meeting on Tuesday to consider potential developments.

### **B 2.5.3 Acts 435**

The Rector had introduced this initiative at a previous CPCC meeting. There were no further comments.

### **B 2.5.4 Didcot Emergency Foodbank**

The Rector reported that there was an update published in the Noticesheets: a new coordinator had been appointed, also demand is high and the churches were thanked for our support.

The Rector is giving out more Food Bank vouchers over the last few months. This initiative is not advertised but spreads by word of mouth. Harwell School also distributes vouchers.

A PCC member asked if there was anything else we could provide such as clothes or bedding. The Rector replied that help is being given informally in the churches – people see a need and respond. The Rector will discuss this with the CAP money coaches as concerned people. Please pass any suggestions to Naomi Gibson.

-Sid Gale said that the CAP Money course is being deemphasised and the Life Skills course is getting promoted instead on the CAP website, so should we consider running this course. The Rector said that this would also be discussed at the meeting. Another CAP coach said that the CAP money course was now part of the Life Skills course.

The Rector said that this is becoming an increasing issue locally.

## **B 2.6 Social and Community**

### **B 2.6.1 Walking Group**

Sid Gale reported that the walking group continues and the most recent walk organised by Tim Paget was well attended. The next walk will be Sunday 11<sup>th</sup> June.

In response to a question the Rector said that the barbeque after the service on the same day is being run by The King's Church, using Harwell Scouts' barbeques, for CAP clients and is not a general social activity.

### **B 2.6.2 Harvest 2017**

The Rector asked if anyone had any suggestions – any celebrations in St Matthew's church will depend on the progress of the refurbishment. It was stated that it was too soon to plan anything.

### **B 2.6.3 Benefice Away Day**

The Rector and Church Administrator reminded those present that there is a Benefice Seaside trip on Saturday 9<sup>th</sup> September.

## **B 3 Pastoral Care**

Paper G refers: Including reports on: visiting teams, Easter Home Communion and Generation Gold Service. There will be a season in the autumn on the theme of "Journeying Together" which will encourage our congregations to care for one another, including a series of sermons and Home Group Studies currently being planned by a small team.

Pam Rolls answered a question stating that there is one pastoral care team in each parish. More volunteers are welcome. She has general oversight of this activity.

The Rector said that "Journeying Together" will be the focus for September and October, there is more information to come. He thanked Pam for her work, this is a particularly unseen area which it is important to report or it will be overlooked.

## **B 4 World Mission**

Paper H refers:

Helen Brook said that the paper explains how the World Mission group is proposing to change how the churches support mission. The Anglican Church has an initiative called "The Five Points of Mission" and the group is structuring the supported Mission Organisations around these point. The five points and organisations are:

1. To proclaim the Good News of the Kingdom – Mission Aviation Fellowship.
2. To teach, baptise and nurture new believers – Scripture Union.
3. To respond to human need by loving service – The Leprosy Mission.
4. To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation – Christian Solidarity Worldwide.
5. To strive to safeguard the integrity of creation, and sustain and renew the life of the earth – A Rocha.

World Mission Focus is coming up. Each organisation could be associated with more than one point but they are by the point which is their primary focus.

The effect has been to cease support of a couple of organisations. The group is proposing that in future the PCCs first support our Mission Partners and the remaining funds are split between these five organisations.

The Rector thanked the World Mission Group for their work on the proposal which involved a number of meetings and discussions.

Discussion ensued:

- It was stated that this was not a proposal for approval at this meeting but to get the meeting's thoughts.
- A PCC member welcomed the strategy and a structured approach rather than historical continuation.



- A PCC member was concerned about the Barnabas Trust (support is ceasing for this organisation) as it is a small charity, which was well thought of up to now.

Helen Brook replied that the group had considered this organisation with the others. A member of the group looked at each charity on the Charity Commission website to look at the work it does and the effects they have. Concerns have been raised about the Barnabas Trust in the general Christian Community. The group looked at the trustees' report which raised more concerns so the decision was made to move to another organisation that does similar work.

Any charity must have internal checks and publish reports. It is a good point that we must be very careful when we are supporting individuals that are not connected with an organisation regulated by the Charity Commission, especially overseas without a third party to ensure accountability locally. We should bear this in mind with new organisations and those we continue to support.

The Rector said that due diligence is important. A PCC member asked if the Diocese or Church of England does this.

Helen Brook replied that most missionary organisations will be connected with Global Connections, an organisation which ensures each organisation is following the correct procedures and care of its people.

- A PCC member said that whilst these organisations had been looked at carefully, are there any other organisations supported by the Benefice that are outside of the World Mission Group's remit?

Helen Brook said that this includes Tear Fund and others. The Rector said that these organisations are assessed on an individual basis and also includes Women's Refuge and Christian Aid. They are not under the World Mission Group's remit but should be considered in due course. There was some agreement to this.

The Rector said that there is work to do on the budget. It will be the focus for this season with sermons on the Five Marks of Mission and an introduction over six weeks.

Helen Brook said that Sid Gale has stepped down from the group and she thanked him for his work and others for their prayer and support of the group. New group members are welcome. Harwell parish is now under represented - it would be good to have four group members from each parish.

The Rector said that there will be a short combined item at the individual PCC meetings in July to consider the budget proposal.

## **B 5 Worship Services**

### **B 5.1 Fresh Expression Service**

The Rector reported that there will possibly be a launch in the autumn following on from Holiday Club. The service will be on the afternoon of the second Sunday of each month. It will possibly have a link with the Family Science Club. A small group of interested people is considering organising this, others are welcome to join them.

The Rector answered questions replying that it is possible that there will be a more frequent gathering of the core group to plan the services and for fellowship and worship. The venue is to be decided. We are slowly moving towards a start.

### **B 5.2 "Section 23"**

This item was completed at the last meeting and left on the agenda in error.

### **B 5.3 Songs of Praise 2018**

The Rector said that we should aim to host this in the marquee at next year's Harwell Feast.

### **B 5.4 Services on Christmas Eve**

Paper C refers: Background including the dates of Advent Services this year, the usual arrangements across the Benefice for Advent services and proposed dates and times of Advent services for this year.

The Rector said that there are a couple of errors in the paper: 3<sup>rd</sup> December is Advent 1 and Christmas Eve is Advent 4. It was stated that the errors have no effect on the proposal. It was stated that it is a very short Advent this year whereas last year's was the longest.

The Rector introduced the three elements of the plan and discussion:

**Proposal 1**

We follow the precedent for alternating the Carol services in the two weeks before Christmas which this year gives All Saints' Carol Services on 10<sup>th</sup> December and St. Matthew's on 17<sup>th</sup> December.

**There was general agreement to this. No Objections.**

**Proposal 2**

The 8am Communion Service due to be held at All Saints' on Christmas Eve should be cancelled as otherwise there will be too many services. This requires formal approval by the All Saints' PCC.

Discussion ensued and it was stated that there are 8am services due at both churches the following day (Christmas Day).

**No Objections.**

**Proposal 3**

New Year's Eve Watchnight Service on Sunday 31<sup>st</sup> December at 11:30pm at All Saints'.

The Rector asked if this had been done before. Discussion ensued:

- The last one was for year 2000. It was also suggested for 2010.
- The Chilton PCC has discussed this and feels that it is a good idea and could be held every year. However 6:15pm would be a better time than 11:30pm, so that you can host or attend another event without leaving at an odd time.
- There was some agreement to an earlier time.
- The Rector said that he is open to either time.
- At another church there were bible readings and prayer starting at 11:30pm and finishing at 2 or 3am. Other churches have held all night events.
- The Leadership Team would be very tired after a late service so the earlier one would be better.
- An earlier time makes more sense. Another church had a service then so you could attend the service and a party from 7 or 7:30pm.
- A 6:15pm service would cause fewer problems with the New Year bell ringing.

The Rector said that he sensed agreement to having the Watchnight Service at an earlier time.

**There was general agreement to this. No Objections.**

**C Facilitation and Partnership**

**C 1 Communications and Operations**

Paper B refers: Report of Church Administrator's work October 2016 to date and progress with her training course, also plans for the next few months.

It was stated that the Church Administrator had been very busy.

There was discussion of a lack of service sheets at a recent service.

The Church Administrator said that she would highlight the clergy days off in communications – The Rector on Wednesday and Pam Rolls on Friday.

The Rector said thanked the Church Administrator for all her work.

**C 2 Stewardship and Finances**

It was stated that the group had not met so there was no update.

## **C 3 Safeguarding**

### **C 3.1 Update and Plans**

Paper E refers: Nothing to report for the previous quarter and the Safeguarding Officer will check all Holiday Club helpers have valid DBS checks.

The Rector read this to the meeting on behalf of the Safeguarding Officer.

### **C3.2 Annual Renewal of Safeguarding Policy**

Paper F refers: Safeguarding Policy 2017

The Rector said that the policy needs to be adopted by the Combined PCCs as Safeguarding is delegated by the individual PCCs to the Combined PCC. It is identical to last year's policy with new dates.

Discussion ensued:

- Local school staff have recently completed a brief County Council course on radicalisation – should we also do this? It was stated that we are not obliged to do this as we are not a state body. The Rector said that it may follow in due course.
- It would be good to publicise the Safeguarding Officer's name e.g. on the Service Sheet. It was stated that photographs of the Safeguarding Officer and Deputy were on display in the Church porches.

The Rector said he would consult with the Church Administrator and the Safeguarding Officer.

The Church Administrator said that she gives Safeguarding Cards to all of the Holiday Club volunteers which would catch many of the Church volunteers.

**PROPOSAL: That the Safeguarding Policy 2017 is Adopted.**

**PROPOSED: Rector**

**CARRIED UNANIMOUSLY – JOINT PCC APPROVAL BY IMPLICATION**

## **C 4 Staffing and Leadership**

### **C 4.1 Update and Plans**

No report or comments.

### **C 4.2 The Licensing of Revd. Jan Radford as Assistant Minister**

Paper K refers: Licensing Proposal and Background. For the License to be issued a letter from the Rector is required along with the support of the PCCs. The Rector is very content to propose that Jan is licensed to our Benefice in this way.

The Rector said that Revd. Radford was just finishing her Curacy, which was split between this Benefice and the John Radcliffe Hospital in Oxford. She had been an excellent Curate and passed with flying colours.

Bishop Colin is happy for her to be licensed here. Another option is for to be given Permission to Officiate as is Jean Barton and Joan Impey – they can minister outside the Benefice but Jan Radford wanted to be based here. Bishop Colin is asking for the support of the PCCs for this proposed ministry. The proposal includes Jan Radford becoming an Assistant Minister.

Discussion ensued and the Rector answered questions:

- Jan Radford will be self supporting here and will continue to be employed as a Chaplain at the Oxford Hospitals. She is entitled to claim travel expenses from the Benefice.
- It was suggested that Jan Radford should have a Job Description or work plan to be fair to her so she and the Benefice know what work was expected of her. Transparency is important on this matter. The Rector said that this is to be arranged and it will be similar to Pam Rolls' agreement.
- It was stated that OLMs work so many hours per week for the church which includes Sermon preparation etc.

- The Rector said that Jan would continue with her work up to now especially Generation Gold with Pam Rolls with some leading and preaching sermons.
- It was stated that Jan Radford had done a good job up to now.
- It was suggested that some job definitions can be too wide and not been fair to people so they end up feeling a failure. We should be fair to Jan and ensure she is not overwhelmed. The Rector agreed.
- It was suggested that we need to tell the congregations as Jan will be changing her job title. The Rector said that the Bishop will visit and there will be a special service.

The Rector asked if the meeting was in agreement in principle as requested by the Bishop.

**PROPOSAL: That the Revd. Janet Radford is licensed to the Benefice of St Matthew's Harwell with All Saints' Chilton as an Assistant Minister**

**1 Abstention                      Rest in Favour                      CARRIED**

**ACTION: Rector to write to Bishop.**

## **C 5 Wider Church**

### **C 5.1 Great Western Park**

See item A 3.

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

The Rector reported that the Deanery Treasurer is in discussion with the All Saints' Treasurer regarding the contributions. There is nothing definite to report for now.

## **C6 Any Other Business**

### **C 6.1 Towards a Common Vision**

Gordon Gill (Lay Chair of the Wallingford Deanery) said that Towards a Common Vision had been a 3 day residential event primarily for Lay Chairs, Area Deans and members of Church House Oxford with teaching led by Bishop Steven. One of the workshops was titled 'Establish new congregations and churches'. The sense from the workshops pointed to church growth might be more effective if focused on having more, smaller, congregations that reach people's needs more effectively -i.e., for people with dementia, reaching lonely isolated people and those with mental health. One church could have several congregations not necessarily all on a Sunday. This is approach differs from churches aiming to grow one large Sunday congregation and not meeting anyone's needs.

**The Rector closed the meeting with the Lord's Prayer at 22:08.**

**Dates of next meetings:**

**Individual PCCs: Chilton and Harwell 4<sup>th</sup> July 2017 at St. Matthew's Harwell**

**Combined PCC: 5<sup>th</sup> September 2017 at St. Matthew's Harwell.**