

**Minutes of a Meeting of the Combined PCCs
of St Matthew's Harwell with All Saints' Chilton
held on Tuesday 2 October 2018 at 7.30 pm
at St. Matthew's Harwell**

Present

(J) Denotes Joint PCC member. There were thus 9 voting members including the Rector at this meeting - all resolutions refer to Joint PCC votes

Jean Barton
Hazel Benton
Phil Corbishley
Peter Cox (Secretary)
Tony Hughes (J)
Andrew Keene

Rebecca Lewis (J)
Liz Morris (J) *
Jan Radford (J) ****
Alex Reich (J) **
Pam Rolls (J)
Yvonne Sanderson (J)

Christina Wood
Eliza Wheaton
Jane Woolley (J)
The Rector (J, Chair)

By Invitation:

Sarah Barrett *** and Melanie Shields ***, Children and Families Workers

* From item A3

** From end of item B1.1

*** To end of item B1.2

**** To end of item B 3

A Preliminaries

A1 Opening & Prayer

The Rector read Philippians chapter 4 verses 2 to 9

He said that the letter refers to a number of individuals, you can try to work out who they are. There are lots of thanks from Paul and he has joy despite being in prison. Paul pleads with two women who had worked hard for the Gospel but are disagreeing; it troubles Paul at a distance. In his view disagreeing in a meeting is not necessarily a problem, but can become one.

There is a command to rejoice, be joyful and thankful – we have a lot to be thankful about. Things trouble our minds and reduce our joy.

There are promises – may the God of peace guard and bless you in a way the world cannot understand.

We should focus on the positive and not fill our minds with all of the badness in the world which may rob us of peace. We should avoid being sucked into a negative focus but focus on higher things.

The Rector then led the meeting in prayer.

A2 Apologies for Absence

Apologies were received from: Lizi Bowerman, Sid Gale, Martin Gibson (J), Stuart Gibson (J), Gordon Gill, Carina Lobley, Tim Paget (J), John Pigott and Michelle Walker.

A 3 Minutes of Previous Meetings

A 3.1 Minutes of the June 2018 meeting

There were the following corrections.

Item B 2.6.1 Walking Group

Paragraph 2

“This was mentioned at today’s **Senior Leadership** Team meeting..” changed to “..**Staff** Team meeting..”

Paragraph 3 Changed from:

Gordon Gill had recently **attended a mental health day at St. Albans with contributions by Catherine Welby and Christine Wimber**. Walking groups are good, and initiatives such as “Marathons for the Mind”, **which is fundraising for mental health charities**.

To

Gordon Gill had recently **supported Katherine Welby and Christy Wimber in a training day on Mental Health in the Church at St Aldate’s Oxford for Livability**. **Outdoor activities** such as walking groups are good, and **running** initiatives such as “Marathons for the Mind”.

On approval the minutes were signed by the Rector.

A4 Actions / Matters arising

Paper N refers:

STATUS OF ACTIONS AND MATTERS ARISING NOT COVERED ELSEWHERE AS OF OCTOBER 2018

FROM JUNE 2018 MEETING:

ITEM A5 Proposed New Annual PCC CPCC and SLT Meetings Cycle

Action: Harwell PCC Secretary to inform CPCC members and attendees of the new draft schedule

Status: Complete

Action: Rector to liaise with Chilton Treasurer and Standing Committee

Status: Complete

ITEM B 2.6.2 Harvest

ACTION: The Rector to raise this at the July Senior Leadership Team meeting

Status: Complete

ITEM C 3.3 Adopt Safeguarding Policy

ACTION: Combined PCC Secretary to remove “Parish” from title and pass paper copy to Rector for Signature

Status: Complete

ACTION: Rector to sign policy, arrange for all Church Wardens to sign policy and return policy to Diocesan Safeguarding Advisor

Status: Complete

There were no further matters arising.

A5 Meeting Dates

Paper J refers: PCC and Annual Meeting Dates for 2019 with venue and allocated agenda items.

Jane Woolley reported that this was a list to the new pattern agreed at the June meeting. There were a couple of dates of meetings to be decided:

January Combined PCC Meeting

The first Tuesday in January 2019 (Combined PCC meeting) is 1st January. The meeting discussed alternative dates including Thursday 3rd January and Tuesday 8th January. Most were in favour of 3rd January so the Rector said that the Combined PCC meeting will be on 3rd January 2019.

No Objections.

Annual Parochial Church Meetings

Jane Woolley suggested that to fit in with Mothering Sunday, Palm Sunday and Easter that the All Saints' APCM is held on 17th March and the St. Matthew's APCM is held on 24th March. 17th March is scheduled to be a Holy Communion service, so she suggested that this is a Morning Worship Service instead.

The Rector said that this would flip over so the content of the service held at St. Matthew's service on 17th March would be repeated at All Saints' the following week, 24th March.

ACTION: Rector to change Service Schedule
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Jane Woolley said that we are getting used to the new pattern and there are some advantages and disadvantages such as preparing the budgets for the APCMs. In response to a question she said that the April Combined PCC meeting would be at All Saints' Church.

A6 Annual Agenda Setting

Paper J refers: Proposed schedule of Individual and Combined PCC meetings and allocated business.

Discussion followed on from the previous item:

In response to a question Jane Woolley said that it is possible that annual reports will not be ready by the February Individual PCCs, in which case they would need to be approved outside the meetings. The annual budgets might also need to be approved outside the meetings as there is no Individual PCC meeting in January.

The Rector said that key items must happen through the annual cycle and have been allocated to the most sensible meeting for the item. Some items can be moved around:

- September is sensible for the Health and Safety review as there are no other items allocated
- Financial items are allocated to the meetings at the end of the year
- Pre and Post APCM business is allocated to the February and May Individual PCC meetings.
- Benefice Share is just before the budgets are set so is allocated to the October Combined PCC meeting.
- The World Mission budget is allocated to the January meeting, and therefore follows the budget setting.
- Annual review of the Safeguarding, Social Media, and Data Protection policies is allocated to the April meeting, when the new PCC is in place

Jane Woolley said that World Mission should be moved from the January to the April Combined PCC meeting. This is because the total missions giving pot for the year is based on the previous year's income and this is not known for sure until after 31 December. The World Missions Group then need time to meet and to put their proposals together.

The Rector said that the staffing review is included in the annual cycle to ensure that we cover all of the statutory obligations, and is not necessarily a strategic review of staffing requirements.

The Rector asked if the meeting if the annual meetings cycle in Paper J could be adopted.

No Objections.

A7 Other Joint Issues

A 7.1 Thanksgiving Service 9th September

These papers refer:

Paper H: Background to the service: request by the parents, meetings and consultation process. Copy of the wording of the service.

Paper I: Resignation Letter of a Harwell PCC member.

The Rector said that he is raising this item to give an opportunity for discussion of the concerns generated by the thanksgiving service for a child of a same-sex couple. He read out the following comments by a PCC member who was unable to attend:

"I would like to register my support for Jonathan in the matter of the thanks giving service for Devon that took place last month. The central point to me is that Devon is a gift from God and very much loved by him [sic] as are her parents. To say thanks to God for her and to ask for God's guidance, protection and blessings on her, to me seems the right way to show God's love in the world."

The Rector continued by saying that this has been a controversial matter. He apologised to the Churchwardens that he had not notified them ahead of the service. The couple initially approached him in July and there were no PCC or Senior Leadership Team meetings between then and the proposed service.

Discussion ensued about Thanksgiving and Christening services generally as well as in this case. A range of points and opinions were expressed:

- A number of PCC members stated their support for what the Rector had decided to do
- A home group supported this thanksgiving service.
- Several PCC members said that we should welcome any child whatever we think of the parent's relationship.
- It was reported that some people in the congregation were uncomfortable with this service.
- We should welcome all people otherwise we will be closing down.
- Several PCC members said that they are happy with a Thanksgiving but would be unhappy with a Christening of a child of a same-sex couple as this requires that the parents commit to a Christian lifestyle, and a same-sex relationship is sinful according to Scripture.
- A couple of PCC members had difficulties in seeing a same-sex relationship as sinful.
- A Christening or Thanksgiving may make it appear that we are condoning relationships which we believe are sinful.
- What about children born to a couple as the result of an affair, or in vitro fertilisation or to an unmarried mother? If we start discussing degrees of sinfulness, or what is allowed, we could end up only Christening children whose parents who have lived a perfect life.
- There will be other same-sex couples who bring their children for baptism.
- When people are welcomed by the Church or shown love they feel much warmer towards God's love later in life. If they feel that the Church is judgemental it can leave long lasting wounds. This does not mean that we should give up on principles but be sensitive.
- People in the congregation should be comfortable with what happens in services.
- We should consider how to heal the hurt in people that have been upset by this rather than say we do not welcome certain people.

During the discussion the Rector stated that:

- He discusses the option of a Thanksgiving Service with all parents
- Church of England priests cannot refuse to Christen or Baptise a child, they can only advise a delay for preparation or training.
- Church of England Priests in same-sex relationships officially commit to being celibate and can be in a civil partnership.
- The policy on Christening and Thanksgiving services and similar matters is set at national level by the Church of England General Synod.

Consultation and Communication of Sensitive Issues

- Given that a PCC member has resigned over this issue and a number of others are uncomfortable there should have been wider consultation e.g. with the PCCs to give time for reflection and prayer.
- You can't consult everyone on every issue.
- There was a problem with the way this was communicated. More communication would be helpful.
- A PCC member had lived with their partner for many years then got married in Church - which parishioners may have found unacceptable. This was advertised in the service sheet, so people knew in advance and had the chance to discuss it or not attend the wedding.
- An item in the notice sheet would give people the opportunity not to attend, but you would then need to publicise every baptism or controversial event.
- Due to the sensitive nature of the discussions and opinions expressed it would not be good to discuss controversial issues widely but just amongst the Churchwardens.

The Rector summarised by saying that he thought the meeting was saying that he had made the right decision in this case, but that he should have proceeded differently, and at the least informed the PCCs. It was stated that this would give time for prayer.

The Rector said that he has accepted the resignation of the Harwell PCC member and it was agreed that the Harwell PCC Secretary should write to express thanks for their service.

ACTION: Harwell PCC Secretary

B Mission Strands

B 1 Children, Youth and Families

B 1.1 Update and Plans

Papers G refers – Updates on Fledgelings, Youth Fellowship (YF), Sunday Groups, Pebbles Family Service, Holiday Club, Schools, Y Club, Alpha and Christianity Explored, Professional Development, Items to develop and Key Dates.

Sarah Barrett highlighted that people volunteer 30-40 hours per week to Children and Families Work, it is amazing what people do, it enables the CFW work to be done.

The Rector said that Pebbles Family Service (PFS) is attended by around 40 people per month without apparently impacting on the attendance of other services. Sarah Barrett said that it is a key part of Church life and some people attend Pebbles only. Melanie Shields said that people value the coffee afterwards too including those attending the Book of Common Prayer service that runs at the same time as PFS.

Sarah Barrett and Melanie Shields are attending an overnight conference by the Church of England on baptism and its follow up.

B 1.2 Holiday Club Report

Paper C refers: Holiday Club Report 2018: Attendance, helpers, content, survey of parents, follow up plans and Admission Policy.

Sarah Barrett highlighted the following from the report: There were many volunteers and 124 children attended. Jane Woolley provided administrative support and it all went very smoothly.

There are two areas to consider:

B 1.2.2 Donations

There could be a clearer ask or option to donate to the costs. Some people felt that we should not ask. However some parents have offered to donate – otherwise they would be paying £200 per week in child care.

A Chilton PCC member suggested that there could be an option to donate when parents sign up.

The Rector said that discussion on this matter should be deferred to another meeting.

ACTION: Combined PCC Secretary to add to January 2019 Agenda

B 1.2.1 Locations and Timing for 2018 and B1.2.3 Admissions Policy

The admissions policy contained in Paper C is:

“Places for children are allocated in the following order of priority:

- 1. Children* of those helping at Holiday Club*
- 2. Children who live in the villages of Harwell, Chilton and Rowstock*
- 3. Children who are pupils at Harwell and Chilton Schools and/or members of the Harwell and Chilton uniformed organisations and/or have attended a church children’s Sunday group in the last calendar year*
- 4. Children who live in Harwell parish within Great Western Park*
- 5. Children not in any of the categories above*

*NB. Children with special needs will be accommodated subject to the availability of adequate resources to cater safely for their particular needs * ‘Children’ includes grandchildren, or other dependent children of helpers”*

The CFWs are proposing that for 2019 point 4 is included with point 2 (i.e. those living in the Harwell part of GWP be included alongside the children who live in the villages of Chilton, Harwell and Rowstock).

This year we could accommodate 124 children in 12 dens as there were lots of volunteers and no one was turned away. Next year Harwell School can only accommodate Holiday Club in the week of 29th July which coincides with preparations for Scout Camp and a change in location may be necessary. So in 2019 we may not be able to accommodate as many children and may end up turning away children from Great Western Park, or we may face a higher demand, for example if word about Holiday Club gets out amongst the families living in GWP.

The Rector said that this item was held over from the last meeting and he suggested that it was held over again.

ACTION: Combined PCC Secretary to add to January 2019 Agenda

Jean Barton and the Rector thanked Sarah Barrett and Melanie Shields for their work.

B 2 Evangelism and Discipleship of Adults

B 2.1 Home Groups

Paper D refers: Report on home group leaders meeting, new groups and promotion of home groups within the church.

It was reported that the start of Philip Garner’s group was delayed but it has now started and meets fortnightly.

The Rector thanked Jean Barton for her report and co-ordination of the groups.

B 2.2 Marriage Course

The Rector said that a course could be run as Banns are read and Weddings are held regularly in our Churches. Some of the couples are open to doing a Marriage Course. There is course material but currently no leaders; any suggestions should go to the Rector.

B 2.3 Alpha and Christianity Explored

The Rector reported that an Alpha Course is underway. Seven people signed up, and four people attend regularly. Others have dropped out for various reasons.

A PCC member asked how many continue to grow in faith. Discussion ensued about this and other Alpha Follow up courses:

- Other initiatives took up time and effort, but not much evaluation of the results was done.
- Evaluation is not easy to do though it may be worthwhile.
- It was mentioned that Sarah Barrett and Peter Cox (both present at this meeting) had attended Alpha courses.
- The Rector said that there is a reasonably high “conversion” rate. Phil Corbishley said that there are ones and twos from each course. It was stated that they may attend other churches.
- At another church some years ago, parents bringing infants for baptism were encouraged to attend a home group or Alpha Course run for them as preparation. They appreciated this, especially the time spent with other parents of children the same age.
- People who run Alpha may not be interested in serving another way.
- There was only one person interested in the recent Christianity Explored Course, so this was not run.
- Other former Alpha attendees now attend home groups. A couple of the home groups started as follow-ons from Alpha Courses.

B 2.4 Science and Faith

The Rector said that there is nothing to report. Some people have asked when the discussion group will restart and there is good study material available. He hopes that Carina Lobley will be able to run this again in due course.

B 2.5 Responding to Financial Need

B 2.5.1 Christians Against Poverty (CAP) Money Courses

The Rector said that a few courses have been run but there is not a huge take up. The courses are very labour intensive, but the leaders are committed to running them.

B 2.5.2 CAP Centre

The Rector reported that the centre is thriving and there is lots of demand for their services. Clients are going debt-free and there is spiritual fruit too. There was a formal report in a recent notice sheet. Any questions to the Rector.

B 2.5.3 Didcot Emergency Foodbank

The Rector said that we continue to support the Food Bank and there will be a focus on this in next week’s services.

B 2.6 Social and Community

B 2.6.1 Walking Group

Paper K refers: Attendance at walks and planning meeting.

Eliza Wheaton has led two walks recently. It was reported that the last few walks have been poorly attended due to the bad weather.

The Rector said that it was important to have informal spaces and activities where people can get to know us without an overt spiritual agenda. Some people who don’t want to go to church are happy to attend things like the walking group.

B 2.6.2 Harvest

The Rector said that there will be a shared Harvest Lunch on Sunday. He encouraged everyone to attend.

B 2.6.3 Christmas Together

The Rector said it is hoped that there will be a shared meal at Christmas; it would be the third year this has taken place, but it is yet to be confirmed whether it will take place.

ACTION: Rector to Confirm whether Meal is Taking Place

B 3 Pastoral Care

Paper B refers: Report on Leaders, Volunteers, Home Communion, Increased Funerals Follow up Visits, Generation Gold Services in June and September and “Remembering Summers at the Beach” event in August

Pam Rolls reported that the group is trying to discern a new leader for the Harwell team. They have a couple of new volunteers who are willing to help in a less formal way due to time constraints. It would be good to have more male volunteers for visiting men.

She would like to get the teams to meet up to share best practice.

The Rector said that there was a presentation on Generation Gold in church last Sunday. Pam Rolls and Jan Radford said that they both enjoyed this.

B 4 World Mission**B 4.1 Update and Plans**

Paper E refers: Reports on World Mission Group meetings and Monthly Mission Focus. Allocation of funds will be in October and a request for more group members which are very low.

The Rector confirmed that the 2018 funds had not yet been passed to the Mission partners. The PCCs allocate an amount and the World Mission Group propose which Mission partners to allocate it to. This split is then confirmed by the Individual PCCs and the money is then sent to the Mission Partners.

Currently there are five mission organisations (for each of the Five Marks of Mission), the Sharlands, and Christine Perkins. The aim is for congregations to be involved and informed. There is pressure on time in services.

Yvonne Sanderson said that the group does not meet monthly and there are very few members of the group, more are needed. The Rector said that more members from Harwell Parish would maintain the balance between the two parishes.

Discussion ensued, and it was stated that the delay in payment was because the PCCs are yet to allocate funds. For Chiton PCC this is because their finances are tight this year and the Parish Share must be paid first, and Mission spending is the only discretionary item; they will determine what funds are available in December.

Harwell PCC has decided on an allocation but has had two changes in Treasurer recently, so the payment has been held up.

Jane Woolley said that there will be a proposal at the April 2019 Combined PCC for the 2019 allocation, The Rector said that the amount given to World Mission is a devolved issue and is up to the Individual PCCs

The Rector said that Helen Brook (WGMG Chair) has made a commitment to propose the 2019 allocation to the PCCs in the next few months and it is then up to the PCCs if they approve and pay it.

B 5 Worship Services

Paper S refers: Background to Worship services and proposed review, current schedule of services, other services held in past years and possible ways of conducting the review.

This review arose from an item considered at recent Harwell PCC meetings:

Since the Hands-Free service stopped there has been no evening service on the Second Sunday of the month. The Harwell PCC considered whether an evening service should be reinstated and decided that a proactive approach should be taken to consider options. The informal survey of the evening service congregation (now taking place) could be widened into a full review of all services across the Benefice. Also, any new service was relevant to both Parishes, with cross-over in congregants and shared leadership

resources, so the matter is raised at this (combined) meeting. For more background see item 14 of the Harwell PCC minutes for September 2018.

Discussion ensued, including the following points:

Previous Surveys and Reviews

- A previous review led to a suggestion to change and stop some services held at All Saints'. This upset the congregation and the suggestion was dropped. The upset has only just subsided, so it may be better not to do another review yet. Some services may come to a natural end or may arise out of an idea from the clergy or congregation.
- Generation Gold was started because Pam Rolls and Jan Radford felt that God was calling them to do it and because of conversations with older parishioners.
- The results of past surveys have been difficult to interpret.
- Surveys are worth doing and evaluations have been produced but they can be a big undertaking.
- Numerical surveys require good sampling to be meaningful.
- A group of people suggested Fresh Expressions after a previous review.
- Initiatives start and carry on if successful without a survey.
- The Rector said that the organic grass roots model (such as has happened with Generation Gold and Pebbles Family Service) is one possible option, in contrast to a 'top down' strategic approach.
- The Rector said that he would be open to a group/leaders approaching him with an idea to use the second Sunday evening slot
- Fresh Expressions required PCC agreement to stop the previous Evening Service.
- We may not have the required communication skills to clearly communicate changes to the congregations.
- The Rector said that Change Management is challenging, but if we don't change, we can die or fossilise. A lot of neighbouring churches are closing so we cannot afford to be complacent. The size of our churches do not represent the wider communities – there are not a lot of regulars compared to the growing size of the communities.
- We should pause and reflect on the result of the survey of the evening service congregation first.
- The PCC and SLT should listen and discern the way forward, Preachers and Leaders and SLT meetings are an opportunity to review and see where God is leading.
- It is important to listen to God and see what is bubbling up from the congregations.
- There were suggestions of possible services which would need resourcing.

Leadership and Resources

- If the second Sunday service is reinstated it will require leaders and sides people to run it.
- We are blessed in the number of leaders we have but they are ageing – some are in their late 70s and 80s – so there may not be enough leaders to start something new and we need to bring on the next generation.
- Only 5 people can lead Holy Communion and 8 people can officiate at other services.
- People don't necessarily need to be fully authorised to lead services e.g. Fresh Expressions leaders.
- We may need to reduce the number of services or train more leaders.
- We may need to focus on training more leaders rather than starting new initiatives.
- Different PCCs have different needs but there is a lot of linkage between the Parishes - both leaders and congregations attend services in both parishes.
- The Rector said that if God is calling us to do new things, He will provide the leaders. Succession and growing new leaders are part of leadership.

The Rector summarised by proposing the following two options:

- 1) A proactive approach – a full review consisting of one or more of the options in Paper S**
- 2) A reactive approach – including completing the survey of the evening service congregation and listening for new initiatives from God and the congregation as they arise.**

There was general agreement to the second option.

It was suggested that this is reviewed at the October 2019 Combined PCC Meeting

ACTION: Combined PCC Secretary to add to October 2019 Combined PCC Agenda
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C 1 Communications and Operations

C 1.1 Update and Plans

Paper F refers: Updates on Broadsheet Schedule, Alpha, Office Redecoration, Church Administrators Meeting and Church Administrator Course completed, Video for Bible Sunday and regular tasks.

The Rector said that this report, though short, represented a large amount of work.

There was discussion of the Administrator's workload under the next item. It was stated that the Administrator has a very large amount of work and is working more hours than she is paid for, so it would not be fair to ask her to take on e.g. GDPR as well.

The Rector said that some of the administrator's tasks could be parcelled out to volunteers or others, e.g. the Children and Families Workers are checking the children and families' work form wording. However, some tasks require a regular commitment e.g. the Broadsheet. Also, a lot of the administrator's tasks cannot be parcelled out e.g. the wedding registers, and many tasks are linked, hence her high workload.

C 1.2 General Data Protection Regulation

The Rector said that there was nothing to report, the next stage was to decide how to ask for continued contact with some groups of people on the fringe of church life - the Benefice's database is complicated and needs thought. It was suggested that we could use processes and "Remain in Contact" email formats that other organisations use and that volunteers or the church administrator could help.

C 2 Stewardship and Finances

C 2.1 Update and Plans

No report as the Stewardship and Finances group has not met.

C 2.2 Benefice Share

These papers refer:

Paper N: Wallingford Deanery Parish Share 2018 Introduction and Rules.

Paper O: Wallingford Deanery Proposed Parish Share per parish and benefice.

The Introduction from Paper N is:

The Wallingford Deanery Synod agreed in 2016 that benefices would be requested to pay parish shares exactly as calculated by the Diocese and allocated to the Deanery.

The Diocesan system apportions the full cost of the Ministry (about 70% of the share) to the benefices served. It then adds the Training and Support costs (30%) according to the numbers on the electoral roll plus average October attendance multiplied by the affluence of the population who live within the parish boundaries. This total is reduced by 'Glebe' income derived from Church property, statutory fees earned by the benefice and by any urban deprivation support awarded to parishes. We set this as the benefice 'target'. The Diocese requests that the full share is paid ahead of all other mission spending although in theory it is a voluntary contribution.

The Benefice's share from this calculation is £75,748 which is a small increase over last year.

There was discussion about the previous year's share.

The Rector said that we now have the figures for the budget setting process which will now start.

C2.3 Other Joint Budget Issues

None.

C 3 Safeguarding

C 3.1 Update and Plans

Paper L refers: Safeguarding Report from Safeguarding Officer Mel Gibson (reproduced below):

“Since taking over from Heather House as Safeguarding Officer, the main activity has been to DBS check all the Volunteers for Holiday Club whose DBS check had expired or who had never been checked. This was accomplished by Judy Gold (Deputy Safeguarding Officer) and myself and now we are DBS checking the people whose check has expired between now and the end of the year. A DBS check now lasts for 5 years instead of 3 years.”

C 4 Staffing and Leadership

C 4.1 Update and Plans

No report.

C 4.2 Kate Evans Authorisation to Preach and Lead

Paper A refers, written by the Rector and reproduced here:

“The five year authorisation by the Diocese of Mrs Kate Evans to preach and lead services in Harwell and Chilton expired in May 2018 and is therefore in need of renewal. Kate is content to continue to preach and lead as part of the team, and so I am tabling the following motion:

“The Joint PCC approve the authorisation of Mrs Kate Evans to preach and lead services in Harwell and Chilton for a further five year term”

Resolution	The Joint PCC approve the authorisation of Mrs Kate Evans to preach and lead services in Harwell and Chilton for a further five-year term				
Proposed	Rector(Chair)	Seconded	-	Passed by the JPCC	Unanimously (9 JPCC members were present)

Pam Rolls suggested that the Combined PCC write a letter of thanks to Kate Evans. The Rector mentioned a letter of thanks from a parishioner for Kate Evans’ leading of a recent funeral service.

ACTION: Combined PCC Secretary to write a letter of thanks

Philip Garner Authorisation

Pam Rolls suggested that it is time to consider if Philip Garner should be authorised. He does not preach and lead as often as Kate but if he continues or increases his service further training and authorisation may be required.

The Rector described the training requirements. He and Jean Barton said that an individual can lead up to four services a year without authorisation from the Bishop. There are other options.

Discussion ensued, which concluded with the suggestion that the Rector discusses this with Philip Garner.

ACTION: Rector to discuss authorisation with Philip Garner.

C 4.4 Employment Committee Report

C 4.4.1 Contract Change

These papers refer:

Paper Q: Contact Change and Paper R Draft Contact Change Letter.

Jean Barton read Paper Q:

“The Employment Group have recently discussed that employees of Harwell and Chilton churches do not have a salary review time written into their contracts.

It has been agreed that, subject to agreement by the CPCC, this should be amended.

The suggestion is that we review employee’s salary annually and an increase is made in line with the Consumer Price Index (CPI) in January of each year.

This will not be performance related pay. However it may not be awarded if an employee’s performance is not up to standard and the employee has been advised that there is a need for them to improve their performance.

The salary increase will also be subject to there being enough money in the church budget to cover the increased cost.

The Employment Group ask that the CPCC decide whether it is acceptable to advise the church employees that they will receive an annual salary increase, and if so that the attached letter is approved to be sent.”

Discussion ensued:

- As any increase in pay is subject to money being available, the sentence about this should be put first. We hope to make an increase but do not want to raise expectations.
- It was stated that the money was ringfenced for paying the Benefice’s employees.
- The Rector said that we could supplement the funds available. Staff pay should be a high priority.
- Jean Barton said that all is needed is to reverse the order of the sentences (so the sentence on available funds is before the sentence on performance).
- Hazel Benton said that as this is a contract change the employees must be informed within 28 days.

Resolution	The Joint PCC approve that the church employees are advised that they will receive an annual salary increase, and if so that the letter in Paper R is approved to be sent with the sentences reversed as described above.				
Proposed	Rector(Chair)	Seconded	-	Passed by the JPCC	8 in favour 1 abstention. (9 JPCC members were present)

ACTION: Employment Group to redraft letter and send.

C 5 Wider Church

C 5.1 Deanery Synod

Paper V refers: Diocesan Synod Report 27th September 2018

Secretary’s Note: Due to an oversight this was not circulated until after the meeting.

Pam Rolls described some of the items discussed.

C 5.2 Great Western Park

Paper T refers: Proposed new ministry – Bishop’s Advisor on Mission to Didcot Garden Town – Background and description of Role.

In answer to some questions earlier the Rector described the possible realignment of ministries in Didcot and Great Western Park following Rev. Karen Beck’s retirement from All Saints’ Didcot.

C6 Any Other Business

None.

The Rector closed the meeting with the Grace at 10:09 pm.

Dates of next meetings:

Individual PCCs: Tuesday 6th November 2018 at All Saints’ Chilton

Combined PCC: Thursday 3rd January at St. Matthew’s Harwell.

CHAIR

SECRETARY

DATE

DATE