

**Minutes of a Meeting of the Combined PCCs
of St Matthew's Harwell with All Saints' Chilton
held remotely via Zoom on Tuesday 10th October 2020 at 7.30 pm**

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

Hazel Benton	Phill Johnston (J)	Pam Rolls
Phil Corbishley	Andrew Keene	Judith Russell
Peter Cox	Rebecca Lewis (J)	Yvonne Sanderson (J)
Sid Gale	Allan Macarthur (J)	Eliza Wheaton
Stuart Gibson (J),	John Pigott	Jane Woolley (J)
Gordon Gill	Alex Reich (J)	The Rector (J, Chair)
Tony Hughes (J)	Jan Radford*	Pat Moseley

* Present for items A1-6, B1, B5 and B3.

By Invitation:

Sarah Barrett Children and Families Workers (for items A1-5, B0, B1 and B 5.1)

The items are minuted here in agenda order but they were taken in the following order:
A1-6; B0, B1, B5, B3 B 1.2 B2 B4, C1, C2, C5.1, C3, C4, C 5.2, C6.

A Preliminaries

A1 Opening & Prayer

The Rector read Mark chapter 14 verses 12 to 25.

He said that Mark's account of the Last Supper is not the only one in the Bible, there are others on other Gospels giving complementary detail and one in Corinthians.

The Rector has met with Pam Rolls and discussed possibilities for Holy Communion.

Jesus' Words at the Last Supper points both forwards and backwards, and it is central to our devotional life and the life of the Church to meet together and celebrate this important meal. It looks forwards to the Kingdom of Heaven and backwards to Passover and the escape from Egypt which foreshadowed Jesus' work of liberation on the Cross.

So what should we do when we can't celebrate Communion; how can we remind ourselves of the crucial point of faith and the Cross? We do well to remind each in other ways and celebrate with creativeness.

The Rector then led the meeting in prayer.

A2 Apologies for Absence

Apologies were received from: Jean Barton, Helen Brook, Chris Pollard (J), Melanie Shields and Michelle Walker.

A 3 Minutes of Previous Meetings

These papers refer:

Paper C January 2020 Combined PCC Meeting Minutes

Paper G January 2020 Combined PCC Meeting Confidential Minute

Paper F July 2020 Joint PCC Meeting Minutes

There were no corrections.

The minutes were all approved.

As this meeting was held on line, the minutes will be signed by the Secretaries and Rector in due course.

A4 Actions / Matters arising

Paper X refers, reproduced here:

STATUS OF ACTIONS AND MATTERS ARISING AS OF 6th OCTOBER 2020

FROM OCTOBER 2018 MEETING:

ITEM B 5 Worship Services

Action: Combined PCC Secretary to add "Review of Worship Services" to October 2019 Agenda

Status: Added to October 2020 Agenda

FROM APRIL 2019 MEETING:

ITEM B 2.4.3 Didcot Emergency Foodbank

Heading 2: Response to Emergency Appeals

Action: World Mission Group to consider giving to disaster appeals, and restricted giving to World Mission

Status: Defer to January 2021

FROM THE JULY 2019 MEETING

ITEM B 2.4.2. CAP Centre

Action: Rector to circulate CAP Centre Accounts

Status: Not yet done

Action: Rector to discuss SOFEA Oxford with Liz Roberts and Sue Bright

Status: Not yet done

ITEM B 4.2 Proposed Albania Partnership

Action: World Mission Group to submit a paper on the proposal to support the Mission in Shkoze to the October Combined PCC meeting

Status: Added to October 2020 Agenda

ITEM C 1.3 Annual Re-Adoption of Data Protection Policy

Action: Rector and Church Administrator to adapt policy in discussion with Chris Pollard.

Status: to be deferred.

FROM JANUARY 2020 MEETING:

ITEM B0 2020 Vision

Action: Jonathan Mobey to arrange and publicise the wider church membership input sessions for the 2020 vision

Status: Completed

ITEM B 2.3 Baptisms, Weddings and Funerals

Action: Jonathan Mobey to check the number of interment of ashes in Chilton in 2019

Status: Data checked and revised report produced as paper A for October 2020 meeting – **Action closed.**

ITEM C 2.1 Fundraising strategy

Action: Jonathan Mobey agreed to co-ordinate the following approaches:

CAP

Audiences: Congregations of both parishes plus wider community

Timing: Wider community - January. Congregations – around the CAP celebration service in March

Roof repairs at St Matthew's

Audiences: Wider community plus Friends of St Matthew's in the USA plus St Matthew's congregation

Timing: Wait until there is a clear decision about whether we can use a lead substitute

C&FW contract

Audiences: Congregations of both parishes

Timing: Existing donors – January; See what the shortfall is. Then appeal to wider congregations if necessary in April/May

General giving

Audiences: Congregations of both parishes

Timing: Incorporate gentle references into services. Presentation by Treasurers in run up to Annual Meetings. Review in the autumn

Status: Revised plans; Giving Day proposed 25 October 2020

FROM JULY 2020 JOINT PCC MEETING:

No formal actions listed.

ITEM 1 Gathered Worship Services

Status Added to October 2020 Agenda

Action: PCC Resolution needed?

Status: To be investigated and if necessary, brought to JPCC

ITEM 2 Opening the Churches for Private Prayer

Status: Updated in September 2020 Individual PCC Meetings

ITEM 3 Bell Ringing

Updated in September 2020 Individual PCC Meetings

ITEM 4 Holiday Club

Update in CFW Item

ITEM 5 Collaborative Youth, Children and Families Work

Added to October 2020 Agenda

There were no further updates comments on these items at this meeting.

A 5 Annual Schedule Items

A 5.1 Staffing Review

No report or comments - See also item B1.2

A 5.2 Annual Agenda Setting and Meeting Dates.

Jane Woolley and the Rector said that there are items which need to be considered annually, that are spread across the Combined and Individual meetings during the year, for example Safeguarding is on the April CPCC meeting agenda and Staffing Review is on the July CPCC meeting agenda, though this year these meetings were cancelled and these were items carried forward to tonight's meeting. Similarly, Health and Safety is on the agenda for the September Individual PCC meetings.

Jane Woolley said that she will prepare a proposed schedule of meeting dates and items for consideration at the start of the November PCC meetings. The Rector said that we would need to bear in mind Easter and required dates for the Annual Parochial Church Meetings. The General Synod has extended the deadline for holding the APCMs to June for 2021, due to a possible clash with Easter and the ongoing situation with the Covid-19 pandemic.

<p>ACTION: Jane Woolley to compose a schedule for the Joint section of the November Individual PCC meetings.</p>

A6 Other Joint Issues

There were none.

B Mission Strands

B 0 2020 Vision

Discerning a Mission and Priorities

B 0.1 PCC and SLT Away Day and B 0.2 Lead Academy Update

The Rector reported that there is a process and they are using the Parish Planning toolkit at SLT meetings and at the Awayday.

There have been a couple of Lead Academy meetings, most recently last week. Attendees included the Children and Families Workers and Church Administrator, also Allan Macarthur as Churchwarden, and Judith Russell as Church Warden-elect. There were lots of ideas and encouragement.

The process of developing a Vision is ongoing, but the world has changed so much recently, it is difficult to know how to progress this. We are operating to quite a short-term schedule at the moment, with a few long-term items still ongoing.

The Rector asked if we should include more visionary-type long term activities or continue to deal with the short-term issues.

Discussion ensued including:

- There is not the time to consider long-term objectives as so much discussion has to take place regularly due to new guidance being issued and changes quickly made. There are a number of practical issues too. A number of PCC members agreed.
- The Rector said that we have been forced to experiment and innovate in order not to lose people – should we keep priorities as well such as the vision?
- We need to keep in touch with all in the congregations and community, as many people do not attend the Sunday Evening gathered services and can't see the online weekly services. The Rector said that this will be discussed further under Pastoral Care (item B3).
- There are some opportunities for mission at the moment which link back to the vision. Once we start to come out of the pandemic, it would be good to look back at what we have learnt. We have been forced to do things earlier than we thought and there have been a lot of opportunities.
- There have been a lot of new connections made which we should continue.

The Rector proposed that we continue forward making the most of any opportunities for outreach, consolidating the current flock and reaching out beyond.

No Objections.

There will be no awaydays in the near future. This will be kept under review.

B 1 Children, Youth and Families

B 1.1 Update and Plans

These Papers refer:

Paper E: Report on activities including Kids Church and Pebbles Family Service on Sundays, Fledgelings, and Keeping in Touch – all held via internet. Plans for the future including in-person activities: two Fledgelings weekday sessions, and Pebbles Family Service and a new Family Sunday Service on alternate weeks on Sunday Mornings.

Paper K: Harwell and Chilton Churches Holiday Club 2020 report: attendance, activities undertaken and feedback.

Holiday Club

Sarah Barrett thanked the PCCs for delegating the decision on whether Holiday Club took place to the Children and Families Workers.

Fledgelings Monday Session

Sarah Barrett reported: The first in-person Fledgelings session at St Mathew's has taken place. There were two sessions of one hour each, 13 to 14 households attended, two of whom were new. It was really good with a lovely feel, everyone was glad to meet up again. There was a lot of positive feedback and over half have booked again for next Monday.

Fledgelings Wednesday Session

Sarah Barrett and Melanie Shields have asked Chilton Parish Council if they could use the Community Room for a second session on Wednesdays, but it is not open for use at the moment. The Council offered the main Village Hall instead, but with the requirement that all of the doors must be kept open. This would not be suitable for toddlers and would be too cold.

So, the Children and Families Workers are proposing that the second session is also at St. Matthew's. A lot of attendees come from Chilton, and the venue would be a barrier to those who live at Chilton but have no transport. This would not be for the long term but would be sensible for now. St Matthew's is warm and airy and it gets people into the church building that do not attend services. The Rector had advised them to raise this proposal with the Combined PCCs.

The Rector added that this would be for the coming term, subject to the prevailing regulations.

Discussion ensued:

- It would be fine to have the Wednesday session at St. Matthew's. The Children and Families Workers are to be congratulated on the way that they have kept so many activities going these difficult times. There was considerable agreement to this.
- Any activity that is kept going is good, even if not in the ideal place.
- Tony Hughes said that there may be refurbishment work in St Matthew's during November (to repair the damage following the theft of lead roofing). He and the Children and Families Workers will liaise as required.
- The Children and Families workers have done a good job in keeping in touch with families during lockdown. Communications should be kept up so parents in Chilton do not feel deserted. Sarah Barrett said that they will phrase communications carefully to make it clear that this arrangement is not permanent and offer help with transport.
- There was some discussion of the capacity of St. Matthew's church and likely attendance - it was thought that there would be sufficient room. There is a booking system in place for both sessions and priorities would be set so that families should not miss out.

B 1.2 Children and Families Workers' Employment and Greater Didcot Youthwork Trust and Youth / Secondary Schools Work

The Rector reported that the CFWs' contracts end at the end of this calendar year. The Combined PCC has discussed this at previous meetings and we want to extend the contracts and both CFWs want to continue working for us.

The possibility of employing the CFWs via a local (yet to be established) Youth Work Trust was discussed at the July JPCC meeting and elsewhere: The Rector is in discussion with other local churches to apply for match funding from the Diocese and employ a youth worker. A bid has been submitted for £200,000 over 5 years for a Trust covering "Greater Didcot" – defined as the catchment area of the Didcot secondary schools. The Diocese is considering the application and will respond in November.

B 2 Evangelism and Discipleship of Adults

B 2.1 Home Groups and Advent and Lent Central

Paper O refers: Thanks to home group leaders, some home groups are continuing online and one in person socially distanced. Study material on prayer has been recommended.

No report on Advent and Lent Central.

B 2.3 Baptisms, Weddings and Funerals

No report, see also item B3.

B 2.4 Alpha and Christianity Explored

The Rector reported that an Alpha course has taken place and a Christianity Explored course is running now.

B 2.4 Responding to Financial Need

B 2.4.1 Christians Against Poverty (CAP) Money Courses

Sid Gale reported that there have not been any CAP courses recently. Liz Roberts was considering running a course aimed at those leaving for university but it did not run.

B 2.4.2 CAP Centre and B 2.4.3 Didcot Emergency Foodbank

The Rector reported that these continue to operate and could potentially get busier in coming months.

B 2.5 Social and Community – Christmas Together

Sid Gale stated that there will not be a Christmas Together this year as there was so much uncertainty over government Coronavirus guidelines about inviting people into your home. This has been tried with limited success but it is unlikely to work with gatherings limited to 6 people as most people have 6 people coming to Christmas dinner already.

Jane Woolley suggested that people could instead plate up a Christmas dinner and take these to those unable to prepare their own or unable to visit family. It could help them feel better.

Comments included:

- There was widespread support for this suggestion
- People visiting at least to the doorstep would be welcome.
- Other possibilities were discussed.
- Someone would be needed to coordinate it.
- We should check if other local organisations are organising anything similar.

The Rector said that he could check with Harwell Helpers and Chilton Mutual Aid Group. The Senior Leadership team could consider arrangements.

B 3 Pastoral Care

Paper H refers: Visiting and staying in touch, Funerals and Bereavement care, Generation Gold Service, suggestion for middle age group.

B 3.1 Report

Pam Rolls highlighted these points from the report:

Visiting

Pastoral Care is going on in a different way. Initially no visits took place and contact was by phone and email instead. Pam and Jan Radford kept in touch with the Generation Gold congregation. The Pastoral Care team kept in touch with the people that they had previously visited. More people are needed on the Harwell team including someone to lead the team. She would value the help; she has got people in mind to ask and it would be good for other people to be involved in recruitment.

Bereavement Support

There have been quite a few funerals and quite a lot of bereavement care.

Generation Gold

Instead of a summer service, the team delivered teabags and a cream tea to those who usually attend. It was also an opportunity to visit people. There have been more opportunities to visit in recent weeks.

B 3.2 An overlooked demographic?

This is a possible new area of Pastoral Care or ministry. Pam Rolls said that whilst the Children and Families workers are continuing to work hard to keep in touch with the children and families, and she and Jan Radford keep in touch with older people, she and Jan are sensing that there is an age gap in between who don't necessarily feel left out but do feel disconnected. We need to make sure people do not leave.

Jan Radford agreed and said that we have groups for older people, families and people on the PCC, but there is a group of people who are the quieter members of the churches, who are not necessarily cared for in the same way that some groups are and this really concerns her.

Discussion ensued:

- Pam Rolls and Jan Radford were thanked for their work on Generation Gold.
- There could be an opportunity for the Pastoral Care team to contact people outside the church family, those who are not church members or don't normally attend church but are isolated.
- People are not lacking pastoral care but spiritual guidance. Jan Radford said that Church services cater for families, young people and older people via Generation Gold or 8am Communion (pre-covid) but there is a group of people whose needs we are not really catering for. As PCCs we should think of the whole family of the church including those who are not young or old or those who do not see themselves as old.
- There is the option to phone in to Zoom meetings which people may find useful.
- Is this people in their 50s to 60s or people in their 20s or 30s with no children? These groups are catered for by online services and home groups. Church services are well done and people can access care for particular issues they have.

Pam Rolls said that this comes from people in their 50s and 60s – some may have some contact with Generation Gold, some are working, and some are in homegroups and get fellowship there. They may like spiritual guidance and to feel more connected. Jan Radford added that they should be recognised for the role that they play and we could feed fellowship and the offer of care into that. People are in pain as their needs are not being met. We are one family and everyone is as precious as everyone else.

- It was suggested that any specific cases are discussed outside the meeting or are passed to Jan and Pam. It was stated that some had already been passed on.

New Online Groups for Advent

The Rector said that those that are in Home Groups are in a better position if they can meet in some form. There are some home groups that are not meeting, and we could encourage new online groups for a limited time between now and Christmas using a simple 40-minute meeting format with bible input. Those who do not go online could dial in.

The Rector said that this proposal links in to some Lead Academy ideas. Small groups are the way ahead and home groups are good when they work well. There is time to grow. The proposed meetings are simple and not onerous to run. In-depth theological knowledge is not needed. They are intended to give spiritual and emotional nurture, with some pastoral care. Any more significant care needs would be passed on to the Pastoral Care team or clergy or others as appropriate. These small groups are the first line - as he hopes the usual Home Groups are generally.

Discussion included these questions:

Is there a danger of people relying on Home Groups for Church?

The Rector replied not at the moment. There is always a danger that a group could spin out into a home church though this is not what he wants or encourages. We need to maintain a balance between the small groups and the centre - a dynamic centre and small groups with a degree of independence. This is a more pressing concern when there is less activity in the church building.

There are a lot of Churches broadcasting online so there are plenty of alternative churches for people whose needs are not being met.

Jan Radford said that part of the solution is to start hearing and listening to people's responses. As the Children and Families Workers and Generation Gold confirm, we can meet people's needs if we hear them in a non-judgemental way.

The Rector agreed that there are a lot of other churches out there. We can't compete with them all in terms of much of the content, and don't aim to. Our online services complement and reinforce what we do locally: We are local churches and our focus is to engage the people on our patch. We are not aiming to have the largest possible online congregation, or to have home groups that act independently. We should have both in-person and online services. We are fundamentally about relationships in the local community.

Pam Rolls said that any feedback and any other comments could be passed to them outside the meeting. They will meet with the Rector and discuss this further.

The Rector thanked everyone for the discussion. We can't meet everyone's needs but will definitely listen and think how best not just to minister to people's needs but be community as well. It is a two way process - we minister to each other; we are not just a "service provider".

B 4 World Mission

B 4.1 Update and Plans,

B 4.2 Allocate World Missions Budget for 2020

Paper D refers: 2020 draft Giving budgets to people and organisations, proposed by the World Mission Group.

Yvonne Sanderson of the WMG said that the paper was self-explanatory. It depends if the individual Parishes have the money to make the desired gifts.

The Harwell PCC Treasurer Phill Johnston said that he is waiting for the invoice for the roofing repairs to come through, then he would be in a better position to give an opinion.

The Chilton PCC Treasurer Stuart Gibson said that he has made calculations and Chilton will be £1000 short on covering the main budget items of Parish Share and insurance. Once these are covered, and the electricity and water bills are paid, then they can look at charity and mission giving. It is looking unlikely.

Stuart Gibson agreed that as there were no services, plated giving (from services) is lower as is general giving due to a couple of losses of donors.

The Rector said the Individual PCCs decide whether and how much to contribute.

It was suggested that the online services could have a stewardship request which may encourage giving.

The Rector has drafted a letter on stewardship and restricted gifts to send to parishioners. He would value prayers on this.

B 4.3 Proposed Albania Partnership

The Rector said that the World Mission Group had investigated this mission and judged the people to be good partners. The draft giving budget includes an allocation to the people of the Albania Partnership.

B 5 Worship Services

Paper L refers:

The Rector apologised for the late distribution of this paper. He summarised it as follows:

- Proposal for in-person Sunday evening adults services, the online pre-recorded services will continue.
- There have been a couple of experiments of live streaming services.
- Harvest and Remembrance proposals
- Advent plans - The Churches will be decorated and open for Advent with collection of Toys on Sunday
- Trial of Zoom prayer groups on Saturday Mornings using the Church of England Daily Prayer liturgy.

- Trial of cell groups.

B 5.1 Sunday 10:30 am Family Provision

Paper E last section refers in addition to paper L

Proposal: Trial of In Person “Family Sunday” Services and Pebbles Family Services on alternate weeks on Sunday Mornings.

Sarah Barrett presented this proposal:

Background:

During lockdown the Children and Families Workers have run a Kids Family Church service online on Sundays at 10:30am when they could not meet in person. It is aimed at children, but parents have stayed as well, some of whom do not usually come to church.

The proposal is to run two different in-person family service formats on alternate weeks at St. Matthew’s Church, observing social distancing and other regulations including the rule of maximum 6 people of different households gathering:

Pebbles Family Service

To run either in church or outside depending on the weather. Socially-distanced family groups stay together for the duration of the service led ‘from the front’ and involving songs with actions, a talk, and craft-based activities.

Family Sunday Service

Families meet in family groups together briefly for a welcome, opening worship and prayer, then go into one of four groups: children, younger teens, older teens, adults (in groups of up to six with an overall facilitator).

Sarah Barrett answered questions:

- **Booking:** The CFWs have not asked people to book as St Matthew’s should have enough room. Invitations have been sent to everyone in the CFW address book. The largest Pebbles Family Service was attended by 51 people outside, and St. Matthews can hold this number (in family groups). If more people start to attend the CFWs will introduce a booking system.
- **Location:** St. Matthew’s was chosen because Chilton Village Hall is unsuitable and Chilton Church has a capacity of 43 people which is too small. It was suggested that when Pebbles Family Service was held in Chilton Village Hall, a lot of Harwell families were happy to attend too so hopefully this will work the other way.
- **Spacing:** There was some discussion of how groups could be spaced out within St Matthew’s. The Rector said that the Children and Families Workers should liaise with the Harwell Church Wardens.
- **Attendance by unaccompanied adults:** A PCC member asked if adults would be welcome in the same way that children are welcome at adult-oriented services. Sarah Barrett replied that the CFWs are happy for anyone to attend Pebbles Family Service though it is aimed at families and has a family friendly ethos. She could not see a reason why adults could not attend Family Sundays, e.g., for the opening worship and prayer. Sarah Barrett and others said that restrictions on space and numbers may be a concern. It was suggested that they monitor attendance at the first couple of services before making a wider invitation. The proposed 8am Communion would give adults the opportunity of attending church instead.

Sarah Barrett said that she wanted to make clear that the Children and Families Workers were not setting out to take over this time on a Sunday at St. Matthew’s on a permanent basis. Maintaining connections is important and parents and possibly other members of the congregation would appreciate in-person services.

The Rector thanked Sarah for her report.

B 5.2 Evening Service

Change of Service Time for the Winter Months

The Rector said that he and Pam Rolls were suggesting that the 6pm in-person Evening Prayer service was moved to 5pm due to the darker and colder winter evenings. The service is attended by older folk who may not be happy attending in the dark.

Discussion ensued:

- A number of PCC members said that the service would need to be moved back to 4pm or 3pm to allow attendees to get back home in daylight in mid-winter, so it should be kept at 6pm.
- We could try 5pm and monitor comments and attendance.
- If the service is moved earlier than 6pm, it would be difficult for the Church Wardens to fit their own activities around it.
- Many people attend evening services. There has not been any big decline in attendance during the winter months in previous years.

The Rector said that there was a consensus for keeping the service at 6pm.

No Objections.

Doors and Heating at Evening Services

There was some discussion of the requirement for church doors to be left open for added ventilation, versus people's comfort now the weather is getting colder, and if heating should be used before or during services.

At Harwell the door is left open until the congregation starts to get cold. It was stated that St Matthew's is a large building with a high air throughput even with the doors closed.

The heater at Chilton is a blower which could circulate viruses so cannot be used during services. It could be put on before services.

The Rector said that we should check the guidance then leave this to the Church Wardens to decide.

No Objections.

B 5.3 Live Streaming Services

The Rector reported that a trial of live streaming a service had taken place. It could be an option in future. One possibility is to have the main weekly online service generated from a live service rather than pre-recorded, or a mixture of pre-recorded and live streaming. This would be stored online so it could be viewed later as "catch-up".

Allan Macarthur said that there were some in-church technical problems but they were not streaming problems. It all worked. It could be done for special services.

The technical part is one aspect. Another is how people who are leading and teaching connect concurrently with people in church and those online (who may have a different experience). Also, how connected or not viewers feel to what is happening in church. There are several options such as: a mix of pre-recorded and live, or hosting live with the chance to ask questions or interact. A Zoom coffee is another option.

The Rector thanked Allan for his work and solving all of the considerable technical challenges to get the church online and working with Deborah Evans to compile the weekly online services. It is extremely useful to have Allan's expertise available to advise and evaluate suggestions.

Allan Macarthur said that Jane Woolley had put him in touch with a Harwell resident who films live events for Oxford University in case we would like to call upon that expertise.

The Rector said that other churches have a large number of variations of services, which we could adapt to our context. We could stream a Christmas service for example, but probably not routine services. The Annual Parochial Church Meetings are a different format and will be streamed. This experience and other ideas could feed in to decisions about what we could or should do.

Gordon Gill said that recent research on online services showed that the attention span of gathered congregations is longer than those viewing at home. Shorter, pre-recorded, online services are better; if they are over an hour you start to lose people at home. The research recommends keeping online and gathered services separate.

It was stated that the Diocese has an online Communion service lasting 50 minutes. Each service is watched by an average of 3000 people. The Bishop has recommended that it is continued indefinitely as it is reaching people who never attend church.

Jan Radford said that we should communicate more widely about these services as more people are viewing them than we see at church.

The Rector said that there will be a printed Broadsheet shortly which includes these services. They are also advertised in the Chilton Chronicle, Harwell News and local Facebook pages.

B 5.4 Trial of On-Line Morning Prayer Meeting.

The Rector described this trial and answered questions: It is envisaged to be at 8:30am on Saturday mornings for half an hour. It would use the Church of England Morning Prayer readings and prayers, then a time of open intercessions with suggested topics.

It would be online using Zoom, with a small number in person with social distancing at St. Matthew's so those who are not online can attend.

B 5.5 Special Occasions

Harvest Festival

The Rector confirmed that the churches will be open from 17th to 25th October to drop in donations of food and look at the flowers.

Remembrance Sunday 8th November.

The Rector said that there will be a small commemoration at the Commonwealth War Graves in Harwell Cemetery, to avoid social distancing issues if people gather on the High Street. Social distancing will be observed and it will be live streamed. Peter Cox added that plans are under discussion with the Royal British Legion Harwell Branch and the Parish Council. It will be limited to 6 people to comply with current restrictions.

There will also be a socially distanced commemoration at Chilton Churchyard with the option of being followed by people going into and out of the church past the War Memorial. Pam Rolls suggested that the placing of the wreath at the War Memorial in Chilton Church could be recorded and put in the online service for that Sunday. The Rector agreed.

B 5.6 Holy Communion Service 8am

The Rector has discussed with Pam Rolls having a Communion service at 8am. They are going to try having Communion in the evening service on 1st November at All Saints' and on 8th November at St. Matthew's. It will be in one kind (bread only) which they think can be done with social distancing. This will be discussed with the Church Wardens. He asked for comments on the 8am proposal.

Comments included:

- There is quite a lot going on already to prepare the online services and other activities.
- The people that attend at 8am do usually attend the evening service.
- It would be good to have communion one once a month at each church.
- There are some people who do not attend other services.
- We should complete the trials of other formats and options for the evening service, then try this after Christmas.
- The Rector said that we should try to engage with those who attend the 8am service regularly as some may be shielding after Christmas.

The Rector said that he was inclined to agree that we should consolidate what we are currently doing, but keep this option open.

No Objections.

B 5.7 Hours of Opening of the Church Buildings.

This was raised as the evenings are darker and usually the churches are closed earlier. There was some discussion and there was general agreement from the Chilton PCC members to close All Saints' at dusk. The opening times of St Mathew's was mentioned briefly.

C 1 Communications and Operations

The Rector reported:

C 1.1 Update and Plans

The next edition of the Broadsheet is with the printer. The Church Administrator Deborah Evans will be liaising with the Broadsheet distributors over the next week with a view to getting it distributed next weekend.

C 1.2 General Data Protection Regulation (GDPR)

The Benefice is practically compliant with the main parts of the regulations. It will be an ongoing work to maintain compliance.

C 1.3 Data Protection Policy

There has been some discussion with Chris Pollard over this. It has been started but further work has been deferred.

C 2 Stewardship and Finances

C 2.1 Update and C 2.2 Benefice Share – 2019 Thanks and 2020 / 2021 Plans

Paper A refers: The Rector said that this is an email of thanks for last year's contribution from the Archdeacon of Dorchester on behalf of Bishop Colin, Assistant Archdeacon David and himself. The Diocesan finances are not in a great state and we are encouraged to pay all our share this year and next year.

The Chilton Treasurer said that he and the Harwell Treasurer had received an email from the Deanery outlining what was expected from us next year. The Treasurers have responded that they are committed to try to meet the share but it is difficult to judge if it is feasible. Hopefully after the Giving Day at the end of October we will have enough to pay the share and make a good start to the next year. We have responded positively that this is our aim.

The Harwell Treasurer said that he echoed what the Chilton Treasurer had said, that it is certainly our intention to meet what we are being asked for, though planned giving and plated alms are down.

The Chilton Treasurer said that the Parish share is lower this year by about £4,000 to £5,000 between both parishes. The Harwell Treasurer said that even with that we may struggle to meet the share if things continue as they are now.

Gordon Gill said that the Diocese is monitoring the situation with Parishes as many are using their reserves this year, so next year is unknown. The Diocese may look at the number of clergy posts and cutting back on staff costs. Our Diocese is in a better position than most dioceses - others are already making clergy redundant.

He confirmed that the Bishop is still committed to going ahead with the Development Grants.

If we meet this year's share then the Deanery will get a £13,000 rebate to put back towards those churches that are struggling. Next year will be tough.

C 3 Safeguarding

C 3.1 Update and Plans

No report.

C 3.2 Safeguarding Policy and C3.3 Social Media Policy

These Papers refer:

Paper I: Safeguarding Policy

Paper J: Social Media Policy

The Rector said that we need to re-adopt these policies annually. The Secretary said that the policies are the same as last year.

Resolution	To readopt the Safeguarding Policy in Paper I				
Proposed	Rector	Seconded	-	Passed by the JPCC	Unanimously.

Resolution	To readopt the Social Media Policy in Paper J				
Proposed	Rector	Seconded	-	Passed by the JPCC	Unanimously.

The Rector added that policies are only worth anything if they are adopted and implemented. Our churches are in good order with Safeguarding and Pastoral Care. It is necessary to monitor Social Media closely. It is quite a challenge.

It was stated that the Church Wardens need to sign the Safeguarding Policy, then scan it in, and send a copy to the Diocesan Safeguarding Officer. Copies of the policy need to be displayed in each of the church porches.

ACTION:	Churchwardens to sign policy Rector to send a copy to the Diocesan Safeguarding Officer. Copy to be displayed in Church Porches
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C 3.3 Data Protection Policy

See item C 1.3.

C 4 Staffing and Leadership

C 4.1 Update and Plans

The Rector reported that Children and Families Workers and the Youth Work Trust have been mentioned already under item B1.2.

Church Administrator Vicky Johnston is currently due to return to work in January following maternity leave. Deborah Evans has said that she has enjoyed her time with us and is sad to leave now. She is looking for alternative employment.

C 4.2 Employment Committee

Hazel Benton reported that the Employment Committee has not met recently because it has not needed to.

Hazel Benton said that the next step is Vicky Johnston's return to work.

Hazel Benton reminded the meeting that the Children and Families Workers could move to the Youth Work Trust and consideration is ongoing regarding if this should be under "Transfer of Undertakings (Protection of Employment) regulations" (TUPE).

There was a short discussion about the renewal of the CFWs' contract when their employer may be changing and whether redundancy payments are required.

Hazel Benton said that she would consult further on this. There are a couple of people on the Employment Group involved with employment who could advise.

C 4.3 Permission to Assist at Communion

The Rector said that this is not a pressing issue and has been deferred to a future meeting.

C 5 Wider Church

C 5.1 Deanery and Diocesan Synod

The Rector said that as the General Meetings and APCMs are taking place the synods are not especially active.

Gordon Gill said that the synods are not especially busy as the terms of office of the synod members finished at the end of June and they are waiting for the APCMs to elect the Synod.

The Rector asked that any nominations for either synod are passed to him. Deanery Synod representatives are due to be elected for a 3 year term at the APCM. Jane Woolley reported that she already has nomination forms for Sid Gale and Gordon Gill for Deanery Synod from April.

C 5.2 Great Western Park and Valley Park

The Rector reported that Great Western Park had not yet become a Conventional District but this is expected to happen soon.

New Curacy for Valley Park and New Communities.

The Rector reported on this and answered questions.

Bishop Colin has launched a new initiative to have a Curate to work in Valley Park, reporting to Andy Lord (vicar of All Saint's Didcot and Bishop's Advisor on Didcot Garden Town), though it should be noted that most of Valley Park is to be in Harwell Parish. The Bishop is consulting on securing the funding and has found rent-free accommodation. There is a candidate for the role. They will start in June 2021 with a focus on the new communities in Didcot as there is uncertainty on when building will start in Valley Park. The Rector is being kept informed.

Gordon Gill had received the same information and added that curacies are typically for 3 or 4 years. It would cover Didcot developments and Valley Park including parts of different deaneries.

A PCC member said that building houses in the North East Ladygrove development in Didcot would commence soon whereas Valley Park houses would be built much later – it was some years before work started on Great Western Park, so it would be more sense for the Curacy to cover the new developments in Didcot rather than Valley Park specifically.

Gordon Gill said that the original plan was for a mixed-mode curate across the Deanery including Wallingford. The North East Ladygrove development is growing rapidly, but the Ladygrove Church meets in schools which is currently not permitted and it is difficult to know when it will be.

The Rector said that North East Didcot development is attached to Hugh Borman vicar of Ladygrove church. The Parish borders may need redrawing in time. Gordon Gill said that this arrangement was made two years ago and vicarage may / has moved in line with needs.

C6 Any Other Business

C 6.1 Amended Baptism, Weddings and Funerals Report

Paper B refers.

The Rector said this was an amended version of the report given at the start of the year. This is the first meeting since then where it could be presented. The figures for number of cremations and burials for All Saints had been corrected.

C 6.2 Environment – Energy Supplier and Single Use Plastic

Alex Reich introduced this item:

He said that there had been a sermon series recently, with three sermons preached on this subject. The Church of England is making a big move on this, and we should not just pray and think about the environment but do something tangible. He is proposing that we pledge to:

- A) Switch Energy Supplier to a Green Energy Company
- B) Adopt a “Plastic Free” Policy – stopping use of single use plastic in church and social events.

The Church of England website has a section on Eco Church, there is a long questionnaire and awards are given. A group of All Saints’ and St. Matthew’s could be formed to work through this.

Discussion ensued:

It was stated that there had been an environment group lead by Helen Brook and including Alison Gale, and Andy Wells. They had already worked on the questionnaire. The scheme is run by A Rocha UK who are one of our mission partners. These people should be consulted and the work they had done reconfigured as required to save repeating it. There was considerable agreement to this.

It was stated that the Church of England had not balanced different ethical concerns correctly in the past.

It was stated that it would be quick to do as there are quite a lot of green energy suppliers. The Rector agreed that we should look at this again. There has to be a compromise and the different ethical concerns need to be balanced against each other. For example fair trade may mean an increased carbon footprint. We should reengage the Environmental Group, and he suggested that Alex Reich liaises with Helen Brook to see what they had done and work up proposals for both pledges.

ACTION: Alex Reich to liaise with Helen Brook
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C 6.3 Buildings Documentation for Church Annual Meetings

A Chilton Church Warden asked about practical points to make the required documents available and advice was duly given: The Terrier should be available for presentation, with the log book and inventory with updates. These are available online, to be printed if necessary.

The Rector closed the meeting with the Lord’s Prayer at 10:09pm.

Dates of next meetings:

Individual PCCs: 3rd November 2020 online

Combined PCC: 2nd February 2020 online

(These are the new dates and locations as amended after the meeting).

CHAIR

SECRETARY

DATE

DATE