

**Minutes of the Section 11 Meeting of the Combined PCCs
of St Matthew's Harwell with All Saints' Chilton
held remotely via Zoom on Tuesday 23rd August 2022 at 7.30 pm**

Present

(J) Denotes Joint PCC member. All PCC members were entitled to vote at this meeting, so there were 17 voting members at the meeting, 8 for All Saint's PCC (denoted AS) and 10 for St Matthew's PCC (denoted SM) at this meeting (the Secretary and Jean Barton are non-voting).

Hazel Benton (J) (AS)	Gordon Gill (SM)	John Pigott (AS)
Hazel Connelly (SM)	Steve Hale (AS)	Liz Roberts (SM)
Peter Cox (Secretary)	Tony Hughes (J, SM)	Pam Rolls (J, AS, SM)
Debra Dewhurst (AS)	Rebecca Lewis (SM)	Judith Russell (J, AS, Chair)
Sid Gale (SM)	Allan Macarthur (J) (SM)	Eliza Wheaton (J, SM)
Naomi Gibson (J), (AS)	Liz Morris (AS)	Jane Woolley (J, SM)

By Invitation:

Jean Barton, Home Groups Coordinator.

The items were taken in agenda order, item 2 was added after the meeting.

1 Opening & Prayer

The Chair welcomed everyone to the meeting.

Pam Rolls read Psalm 133

She said that God's desire is for us to live and serve in unity. Unity brings blessings which the psalmist describes as being like oil running down the face of Aaron, the head of the priestly tribe. We should pray for unity which will lead to God's blessing on our churches, on the wider community and on our new Rector.

Pam Rolls led the meeting in prayer.

2 Apologies for Absence

Apologies were received from: Sarah Barrett, Brendan Bailey, Deborah Evans, Phill Johnston, Patrick Moseley, Alex Reich, Jan Radford, Yvonne Sanderson and Stuart Gibson.

Helen Brook had also been invited as leader of the World Mission Group, but was absent.

3 Approve Parish Profile

These papers refer:

Paper A: Parish Profile – approved by working group.

Paper B: Parish Profile and Vacancy Timetable

The Chair said that she hoped everyone had read through the profile. She thanked Debra Dewhurst and all who had produced it for all their time and work.

The Chair asked if there were any comments or questions:

The walking group had stopped during the pandemic, but will now continue. It is a part of the Benefice's outreach so should feature in the profile.

Judith Russell said that the Profile group had thought hard about what was included in the document. As the walking group had not functioned for a while, they put in a single photograph with caption as a compromise. The wording of the caption can be amended.

It was stated that the proposed change in civic parish boundaries would not directly affect the church parish boundaries

A churchwarden thanked the Profile Group for the huge amount of work they had done.

Resolution	That Harwell and Chilton Churches CPCC approves the Parish Profile as in Paper A with the small amendment as described above.				
Proposed	Allan Macarthur	Seconded	Tony Hughes	Passed by the PCCs	Unanimous.

Judith Russell said that the group will change the wording about the walking group.

ACTION: Profile Group to amend wording about walking group in profile.

4 Decisions about advertising

4.1 Approve Advert

Paper C refers: Draft Advert (second version).

The Chair said that she hoped everyone had read through the advert.

Naomi Gibson said that the advert had been composed by the (proposed) parish representatives, and the churchwardens, based on the Profile. The CPCC Secretary had circulated the first draft, then some proposed changes were received. These were incorporated to the second draft. Naomi Gibson apologised for the late circulation of the second draft.

A PCC member asked about the change to the first bullet point from “.. growing Christ's church” to “...growing God's church”, as the bride of Christ is the Church.

It was stated that this change was made to be consistent with the paragraph above, the advert heading and the profile. There was some agreement to this. The Chair said that this could be changed back.

A PCC member asked why the advert did not state that the Children and Families Workers is a full-time equivalent post.

Naomi Gibson said that they did put this in an earlier draft, but David Tyler removed it, as we need to keep the advert as brief as possible. The working hours of the CFWs is clarified in the Parish Profile.

Resolution	That Harwell and Chilton Churches CPCC approves the Advert as in Paper C				
Proposed	Chair	Seconded	-	Passed by the PCCs	16 In Favour. 1 Abstention. 0 Against.

4.2 Approve Advertising Media

a) Whether to pay to advertise in the Church Times

b) Whether we want to advertise (for free) via some/all of the following websites: Pathways; Diocesan; CPAS; Benefice

Naomi Gibson introduced this item: CPAS recommend advertising in the Church Times. This is the place that most candidates will look at. The cost for advertising the advert in the Church Times print copy and online, initially for four weeks but on an Until-Filled basis is £999.00 for a 16 x 2 Advert.

The advert directs candidates to the Church of England “Pathways” website which has the Parish Profile and application form. We need to decide if we will advertise in the Church Times and pay the fee.

Discussion ensued:

As it is recommended, we should do this. Do we have the money?

- The Chair said that we could fund it.
- A churchwarden said that we would need a good reason not to do this.

How strong is the recommendation and is there any evidence from CPAS that the Church Times and website is better than the free options? The Benefice is paying, not CPAS, though both parishes can find the funds, and we need to get the best and as many applications as we can.

- Naomi Gibson said that this was in the CPAS guidance for advertising, but they did not provide any evidence.
- The Church Times is where most candidates will look, and they don't have to search for our advert in particular. If we didn't advertise in Church Times, we would miss some candidates.
- There are a lot of other vacancies, including about 7 in this area, and a lot of competition.
- It was explained in the Patrons meeting on 11th May that if the vacancy is unfulfilled, we can re advertise as we might not get a suitable candidate first time.

£999 is too much money for a magazine with a circulation of 23,000. We could use Pathways only as it is an online world, other papers may have a lower circulation but cost less. We are not rich parishes and could use this money on other activities such as outreach.

- The job adverts section of Church times is not behind a pay wall. Also, ordinands get a free subscription so this is a good idea.
- The Church times has a weekly distribution of 18,000 and the website has 38,000 unique visitors per week, so there are a lot of candidates looking through the adverts.
- The fee covers both print and the website.

Resolution	That Harwell and Chilton Churches CPCC approves payment of £999 to advertise in the Church Times and advertise (free) on some/all of the following websites: Pathways; Diocesan; CPAS; Benefice				
Proposed	Eliza Wheaton	Seconded	Liz Roberts	Passed by the PCCs	16 in favour. 1 against 0 Abstentions.

Further comments:

- We will also need a budget for other recruitment expenses, such as interview expenses.
- Another church encouraged people to share the advert on Christian Forums and at upcoming Christian gatherings such as Greenbelt.
- The Chair agreed and we should take any opportunity to publicise the vacancy.
- We can ask when the advert should be posted on our website at the Section 12 meeting.

5 Approve Parish Representatives

a) Chilton Parish Representatives (Chilton PCC members only)

The Chair said that Alex Reich and Naomi Gibson were approved informally at the June 2022 Chilton PCC meeting.

Resolution	That the Chilton PCC approves Alex Reich and Naomi Gibson as the Chilton Parish Representatives.				
Proposed	Pam Rolls	Seconded	Liz Morris	Passed by the PCC	7 In Favour 0 Against 1 Abstention

b) Harwell Parish Representatives (Harwell PCC members only)

Tony Hughes, Vice Chair of Harwell PCC, took the Chair for this item. He said that Allan MacArthur and Eliza Wheaton were approved informally at the June 2022 Harwell PCC meeting.

Resolution	That the Harwell PCC approves Eliza Wheaton and Allan Macarthur as the Harwell Parish Representatives.				
Proposed	Tony Hughes	Seconded	-	Passed by the PCC	10 In Favour 0 Against 0 Abstentions

Judith Russell resumed the chair and thanked Tony Hughes.

6 Any Other Business

None.

The Chair thanked all present for their attendance and attention. All present thanked the Chair.

The Chair closed the meeting at 8:05 pm.

Dates of next meetings:

Section 12 meeting to follow this meeting at 8:15pm.

Individual PCCs: 6th September 2022, All Saints' Chilton

Combined PCC: 4th October 2022 online

These minutes were approved at the CPCC meeting on: _____ Date

CHAIR

DATE

SECRETARY

DATE