

**PARISH CHURCH OF ST PETER
NEWTON IN MAKERFIELD**

Minutes of PCC Meeting held on Monday, 26th January 2009

Members:	(* denotes member present	A denotes apologies given)
* Canon J Matthews	PIC	* Mrs A Stockton 2009
* Mr W Irving	Warden	A Mrs J Lunam 2009
* Mr J Higham	Warden	* Mrs J Traverse 2009
* Mr A Waterworth	Deputy Warden	* Miss C Traverse 2009
* Mrs D Matthews	Reader	A Mrs A Roe 2009
* Mrs A Myers	Reader	* Mr I Greensmith 2010
* Mr P Brammeier	D S	* Mrs S Brammeier 2010
A Mr D Ashworth	D S	vacant 2010
* vacant	D S	* Mrs K Saile 2010
* vacant	D S	A Mrs A Hamnett 2010
		A Mr G Boulton 2011
		* Mr T Abram 2011
		* Mr M Webster 2011
* Mrs M Tod	Treasurer	* Miss A Ellam 2011
* Mrs C Tither	Secretary	A Mrs D Hilton 2011

1. Welcome and Prayers

Due to the Chair being delayed, William Irving opened the meeting at 7:30 pm and Dorothy Matthews led prayers.

William introduced Tom Hollis from Select-a-Carpet who had been invited to speak about the quotation he had prepared for replacing the church carpet. Mr Hollis advised that he had completed carpets in other churches locally and a sample of the proposed carpet was viewed by the PCC. Mr Hollis explained the procedure for the relay which would take place over two weeks and would not affect normal services. The cost to replace the existing carpet plus the chancel front and side aisles would be £12,800 if the old carpet had been already removed by the Men's Group. To include the tower space would cost £14,300 but, following advice from the vergers, members felt that covering of the parquet floor in this space would be detrimental.

Canon Matthews joined the meeting and took the chair.

The matter is to be discussed again next meeting when members have had time to digest all the information.

2. Apologies

Apologies were received from Dorothy Hilton, George Boulton, Amanda Hamnett, David Ashworth, Jean Lunam and Audrey Roe.

3. Minutes of the PCC meeting held on 10th November 2008

The minutes of the meeting held on November 10th were accepted as a true record of events and signed by the chairman.

4. Matters Arising from the minutes of the meeting held on 10th November

1. 4.5 Men's Group launched.
2. 4.2 Baptism addresses still appearing on magazine. CT amended Parish Directory.

3. 4.4 It was agreed that a Pastoral Team needs to be established to visit absentees/sick parishioners. It was suggested that a book should be kept in church to record those who need a visit.
4. 15 Arrangements had been made with Eric Rimmer and Honor Mottram to spread out the number of concerts in church over the year.
5. 8.4 A new radiator had been fitted in the toilet.
6. 10 It had been arranged for a foundation governor to report to PCC regarding the School/Church Award.

5. Correspondence

1. A letter had been received from Mike Eastwood thanking the PCC for paying their Parish Share in full.
2. A letter from St. Helens Council advised that, under the Lotteries Act, raffle tickets cannot be sold to anyone under 16. It was agreed that this would be made clear on the letter to parents in school offering raffle tickets for the Christmas Fair.

6/7 Financial Issues

The Treasurer presented the draft accounts for 2008. She highlighted that planned giving was falling and needed to be publicised to encourage more involvement and especially gift aided contributions. There had been fewer funds generated but repairs and maintenance figures were higher. Fees from weddings and funerals were also down. It was suggested that the launching of the website may encourage more weddings. The figures showed that expenditure was higher than income.

Michelle had created a budget for 2009 because, as a registered charity, the unrestricted funds of £24,000 need to be earmarked for projects. Finance committee to discuss these issues.

The PCC agreed to accept the draft accounts so that they may be sent to the independent auditor, Richard Tulley, before presenting at the Annual Church Meeting..

8. Wardens' Report

William Irving reported as follows:

1. Boiler House had flooded because a valve on the heating boiler had failed. Insurance claim submitted for costs and damage.
2. Smart Water had been applied 7th January.
3. Pest control – nothing caught in the traps.
4. Chairs, donated by school, had been placed in vestry area. Two more chairs had been bought to complement.
5. The desk in the vestry office had been inspected by Mr Wood who confirmed that it was not an antique. PCC agreed that it should be renovated or renewed, dependent upon the quote received.
6. The Men's Group are to meet fortnightly to deal with minor jobs.
7. A report had been received on the organ as the pipes need to be cleaned. An estimate of £30,481 + VAT for this work was included.

9. Team Council

Canon Joan advised that the team council had met on January 14th and outlined the discussions that had taken place. Reverend Canon Bob Dickinson had been appointed as the Team Consultant.

10. Curate and Team Vicar

Curate, Laura Montgomery had been assigned to the Newton Team and will be ordained 5th July. She will reside in the Vicarage at St. John's. An announcement will be made soon regarding the appointment of a Team Vicar. The Archdeacon will work with Treasurers to work out the logistics of financial arrangements for the team.

11. **Memorial service Communion** – deferred until next meeting.
12. **Christmas Services Review** – deferred until next meeting.
13. **Confirmation 2009**
PCC were informed that the service will take place at St. Peter's on Sunday 19th April at 4pm.
14. **Child Friendly Church Award**
Notification had been received that this award was due for reassessment. Sharon Brammeier will complete the paperwork for this.
15. **Next Meetings**
The next meeting was scheduled for Monday 16th March 2009 at 7:30 pm in the annexe. The annual meeting will take place in church on Monday 20th April at 7:30 pm.
19. **Any Other Business**
 - 1 PCC felt that the parish Christmas leaflet drop had been well organised and successful. Sharon and Phil agreed to organise another for Easter.
 - 2 There had been a number of complaints about the size of font in the magazine. It was agreed that Trevor should be asked to increase it.
 3. PCC was informed that Ethel Boardman has relinquished responsibility as Flower Guild Co-ordinator and Jessie has taken up the role. It was agreed to send a thank you letter and some flowers.
 4. New procedures had been implemented for determining church attendance for school admissions. PCC were in agreement that the responsibility for this should not rest with church officials but perhaps foundation governors should be involved. Joan will bring the matter to the attention of school governors at their next meeting.
 5. PCC agreed that Joan could ask the Bishop to grant permission for Dorothy Matthews to officiate after her licence is withdrawn due to reaching that special age.
 - 6 Permission was also needed for William and Philip to assist in the administration of communion. CT to write to the Bishop's secretary.
 7. Alan and Dorothy will be organising a Lent Group which will be advertised on the bulletin.
 8. PCC members were informed that Confirmation lessons will begin next week.
 9. PCC members were also informed that Alice Ellam is to receive a prestigious award for her voluntary work on behalf of The Children's Society which will be presented in church on 8th February.

The meeting closed with prayer at 10:00 pm.

Signed: (Chairman) Date:.....