

St Cuthbert's Church, Allendale

Minutes of the PCC Meeting

Held: 12th May 2025 at 2pm in the Village Hall.

Present: Martin Naylor, Chris Welch, June Welch, Shirley Brown, Jan Simmonds, Alison Atkinson, Joan Lumley, Anita Jeffries

1. *Apologies for Absence*
Prue Newman, Gill Percy, Kerry Crellin
2. *Appointment of Officers:*
 - i) *Treasurer* - Chris Welch proposed by JS, seconded by JL, **all agreed**.
 - ii) *Secretary* - Alison Atkinson proposed by JW, seconded by JL, **all agreed**.
 - iii) *PCC Vice Chair* - Shirley Brown proposed JL, seconded by CW, **all agreed**.
 - iv) *Assistant Church Warden* - Jan Simmonds proposed MN, seconded by SB, **all agreed**. **SB** to liaise with Sylvia Milburn regarding whether she would like to continue in the role.
 - v) *Election of sides persons* - all current sides people currently on rota were re-elected.
3. *Minutes of the PCC Meeting held on the 10th March 2025*
The minutes were **approved** as a true record. Proposed by JS, seconded by JW, all agreed and signed by Martin Naylor.
4. *Matters Arising*
 - i) New PCC members: PCC members to approach specific individuals they think maybe appropriate, but currently no urgency as there are the required number of members.
 - ii) Intinction at communion messaging: this has been added to the pew sheet and is mentioned at services.
 - iii) Display copy of minutes in church and on website: minutes are displayed at the back of the church, but still need to be added to website. **AA**
 - iv) PCC members introduced to congregation: agreed that instead of introducing members to the congregation, PCC members would wear badges. **SB** to produce one for feedback from members.
 - v) Raising lent groups communication at AVCT meeting: MN raised at meeting.
 - vi) Small group to organise Christingle: **MN** to organise. **JW** to get resources from the Children's Society. AJ to help.
 - vii) Noticeboard to indicate where next service is being held: SB and CW have finalised the design and are ordering message in a hard plastic.
 - viii) Hall decoration small group: Group still to be setup. CW has started making a list of tasks that need to be completed. **CW** to put a call for members into the pew sheet.
5. *Treasurer's Report*
Report attached to documents for meeting.
6. *Church Warden's Report*
Report attached to documents for the meeting.

7. *Health & Safety*

Report attached to documents for the meeting.

8. *Faculty Application for B4RN Ducting*

Proposal to give permission to B4RN to bury ducting at a depth of about 20cms around part of the perimeter of the churchyard, behind Gowlands Garage. (between the two blue arrows on the plan).

We believe this route will avoid any existing graves). Our connection would then be fed through the existing ducting (that we installed in 2023). (Shown by an orange dotted line on the map below)

We would also propose to bury ducting along the south side of the church, under the tarmac path and across a short area of grass and into the church hall to give us a B4RN connection in the Hall. (Again shown in by an orange dotted line) We believe this route will avoid any existing graves.

Alternatively, we propose the installation of an unobtrusive mesh system to give connection to the church hall, depending upon the advice of the DAC

This was proposed by MN and seconded by JS.

There are 11 members of this PCC
Number present for this proposal: 8
Votes in favour: 8
Votes against: 0

9. *Safeguarding*

Report attached to documents for the meeting.

- i) Safeguarding discussion regarding healthy culture: vulnerable groups under the church umbrella include the Friendship Group, people with mobility issues, those living alone, children with young adults. **MN** to organise a regular meeting of the Pastoral Group and encourage more people to join. **MN** to drop into the Friendship Group. Most services are streamed that supports people who cannot get to them.

10. *Policies*

Nothing to report.

11. *Deanery Synod and AVCT*

No reports as they have not met.

- i) Reflection of Ecumenical service at May Fair: service was very well appreciated, but was low on numbers. Felt that a Sunday morning service would have been better, but this was difficult to achieve with the other churches. **MN** to discuss further with AVCT.

12. *Eco Church*

Nothing to report.

MN to report to the Clerk of Parish Council that the wild area at the side of the church has been cut by the new contractors. Sunday 15th June is this year's nature count day.

13. *Worship and Music*

- i) Hymn books for the choir: current ones are falling apart. Approximate cost for 10 books is £250. Proposed by SB and seconded by AJ. **All agreed.**
- ii) A Worship and Planning meeting needs to be arranged for July and planning undertaken for next 12 months. A review meeting should be held every 6 months. **MN** to arrange.
- iii) Choir is singing and the bell ringers are ringing at the wedding being held in June.
- iv) Require more assistance at the altar. A new Assistant Church Warden may help. **MN** to resolve.
- v) Members of the congregation have been querying why Rev Jane Penn is helping more at services when MN is now full time. When she does support, PCC have to pay her travel expenses, which are not in the budget. She is a great support to MN. It is good to hear a different voice at least once a month. PCC appreciated her involvement.

14. *Training*

- i) Authorised Lay Ministry: JW is being trained to lead a service. One of the reasons she is undertaking this training is to understand the place of music in a church service as JW is responsible for choosing it. PCC fully support this training.

15. *Matters of General Concern*

- i) Church fabric/ maintenance: see Church Wardens' report that was attached to documents for the meeting.
- ii) Quinquennial update: See report attached to documents for meeting. CW to re-circulate the quinquennial report to PCC members. AA to organise a separate meeting to review the report; proposed date 23rd June 2025 at 2pm in the Church Hall.
- iii) Reflections of APCM: was more successful when holding it following a church service and suggest this should happen each year.

16. *Fundraising and Stewardship Update*

Nothing to report.

17. *Correspondence*

Parish Share certificate for 2024 from the Diocesan Secretary arrived and is to be put up in church.

18. *Any Other Business*

If around, encourage hall hirers to leave the room as they find it, but to be sensitive to those groups who maybe unable to put out/ away the chairs and tables.

Meeting ended with the Grace.

*Next PCC meeting is scheduled to be held: **14th July 2025 at 2pm.***

Proposed future meeting dates:
8th September 2025
10th November 2025