

A Report from the meeting of the PCC held on 17 October 2023

The Revd Canon Deb Smith held the chair, and fifteen members of the PCC were in attendance.

Matters arising from the last PCC meeting:

- The application to the Archdeacon for a Temporary Minor Reordering License for SSALL had been modified to remove only the cross-choir pews, the chancel rails and the Lady Chapel but had now been submitted following PCC approval.
- Mandi Sturrock was elected a member of the Allington Sub-Committee to fill the vacancy created by Jo George's resignation.
- On receipt of the gift of a grant from the Friday Charitable Trust, and if used solely for the SSALL project, it will be acknowledged as having come from the estate of the Venerable John Livingstone.

Team Rector's Report:

- Canon Deb outlined the appointment process for the new Team Vicar. The parish profile is available on the diocesan website (under the vacancies tab sited along the top.) The orientation day will be Monday 27 November, with the interviews on the Tuesday. There may be a social event on the Monday to which invited guests will be included. The candidates will be shown around the parish on the Monday. The post has a focus on the creative arts and suitable venues/activities can be suggested for inclusion. Ideas to the churchwardens.
- **Bishop Stephen** will be presiding and preaching on Advent Sunday at our Parish Service on 3 December, 10am in SMBRI. This will be the only service in the parish that day to encourage us all to attend and celebrate with him. There is more information and resources from the diocese about the new vision, ***Making Jesus Known***, on the website.
- The PCC will be focusing on how we can respond to this new path at its next meeting, so please pass any ideas or comments that you have to one of the members by 26 November.

Health and Safety:

- Mike Gittins, the Parish H&S Officer, attended the first part of the meeting as a visitor. He outlined his approach to both assessing the buildings and also how our general activities (services and being open for visitors) are held within them. He presented the Risk Assessments for each church, and they were adopted by the meeting. Risk Assessments for all our activities will come at a future meeting. (e.g., *Tots @ Ten, Tots Time, Wild & Messy Church, Sunday School, Coffee Mornings, Breakfasts etc.*) All the agreed documents will be re-formatted and displayed in each church. They will be reviewed annually in September.
- Inspection of Gravestones: MG has completed his second inspection following the guidance produced by the Dept of Justice. There are a number of headstones that he considers to be dangerous and so he has attached yellow/black tape to them to identify them. It is now the responsibility of the local church sub-committees to endeavour to make contact with the surviving family members to address the issue. In some cases, the stones will be laid flat in the short term as a safety precaution.

Safeguarding:

The report tabled by Coral Hatton was accepted. It detailed how the safer recruitment process is progressing for volunteers and who still needs to attend a Safeguarding training session before becoming an active volunteer. Coral is working her way through all the existing roles and following discussion with activity leaders is creating an accurate record of role descriptions, personal specifications and who is currently volunteering. This will be cross-referenced with DBS clearance requirements and safeguarding training.

Sub-Committees: The Terms of Reference for each sub-committee were accepted by the PCC at the last meeting, so there have been minor changes to the way they work, and responsibility have been clearly set out to assist us all. The reports included the following points.

Communications –

- Paul Groom updated the meeting on the progress with the cloud storage facility, which is being set up, and which will go live with the new website. The website has been built but is waiting for the new electronic storage option to be created. Individuals in roles of responsibility will have access to the cloud to retrieve and work on shared documents, thus removing the reliance on storage on our personal computers. There is progress being made, even if it appears to be slow. A huge amount of work is entailed behind this revolutionary change to our working practices.
- The group are appealing for information about social media networks already used across the parish or set up in the past but now lying dormant. All info to Sue Pollock, the sub-committee's leader please.

EcoChurch –

- Church congregations are making different progress with their understanding of the A Rocha award scheme; but there is enthusiasm for different aspects. A workshop will be held in March 2024 for all those churches who have not yet registered onto the scheme, and assistance will be given so that a wider understanding is promoted. It will be noted that this fits in with one of the aspects of ***Making Jesus Known*** – Championing climate justice, with the target of achieving Silver or above in the award scheme.
- Their key recommendations are to work towards developing:
 - a sustainable church flower policy,
 - a local floodlighting policy,
 - we all commit to using Fair Trade tea/coffee for all church events and to using eco-friendly cleaning products and refilling the bottles locally,
 - we develop Churchyard Action Plans and think about how to increase biodiversity, and consider our use of any insecticides and weedkillers,
 - we grow our engagement with Sustainable Bridport.
- We are encouraged to use the Creation Creed, personally and in public worship.

Mission & Faith –

- This new group is only just picking up its' remit, so there will be more in due course. However, a Quiet Day is being arranged for Saturday 6 January (Feast of the Epiphany) at Othona. Details to follow.

Finance –

- The Quarter-three budget review was presented. The total giving has been over the budget level, with some notable increases in income (hall hiring, bell ringing, investments and dividends). However, not all figures were available by 10 October for the treasurer to work on.
- We are currently up to date with paying our Diocesan Fairer Share, which will be £115,297.24 for the 2023 year.
- Some building work has not yet been undertaken, so the figures look positive.
- The sub-committee will be discussing the following items among others: a new contract for the photocopier, the Authorisation of Expenditure form, and when/how to claim funding from the diocese for clergy cover.
- Hiring Process for SMBRI – there have been modifications to the Booking Form in light of our increased Health and Safety knowledge following input from the parish Health and Safety Officer. These were accepted as presented and the template will be used across the parish for the hiring of all our churches and premises.

Next Sub-Committee Meetings:

The following meeting dates are for information. Any input that you may want to have can be sent to the Leader (whose names are all listed on each church notice board).

Communications	End October tbc
EcoChurch	February 2024
Fabric	Thursday 9 November
Finance	Tuesday 31 October
Governance	<i>To be arranged when issue identified.</i>
Mission & Faith	7pm Thursday 26 October in SMBRI
Pastoral	5pm Tuesday 7 November SMBRI
Bridport & West Bay	7pm Tuesday 24 October in SMBRI
Allington	2pm Wednesday 18 October in hall – Events & Fundraising. 2pm Wednesday 1 November in SSALL (hall?)
Bradpole	10am on Friday 27 October in HTBRA
Bothenhampton	??
Walditch	??

Ends.

*Bridget Trump
PCC Secretary
31 October 2023.*