

St Paul, Chippenham DCC Meeting

Monday 13th February 2023

Attendance, Julia Childerhouse, Nick Childerhouse, Ness Cooper, Steve Cozens, Si Dunn, Jane Humphries, Kariin Needham, Julie Swales, Adam Trigg, Faith Ward

Apologies Becky O' Brien, Jacqui Dymel, John Dymel, Becky Meilton Ron Pool, Phil Townsend

Visitor Alaric Childerhouse

The meeting opened in Prayer.

Matters arising. Rise The invoice for this has been done and they will now be billed monthly.

Dignity in workplace This has now been tweaked to be relevant for St Pauls and sent to the Diocese on 31st January. The employer policy is fine and once the website is up and running all policies will be uploaded. The volunteer policy connected with dignity in the workplace is in hand between Becky o'brien and Steve Cozens and will be brought to the March meeting. Policies can be looked at later in the year and then reviewed bi-annually, this would be put into the Benefice administrators job.

Awayday This would be taking place on March 18th the first half of the day would be spent doing a personality item followed by lunch and then an afternoon session. A venue needs to be sorted.

Action Point Everyone asked to think of ideas for an afternoon session. **Administrator vacancy** All paperwork has been completed and sent out to people who have expressed interest in the vacancy.

At present we have had just 1 strong candidate apply. An interview date has been set for Thursday 23rd February. **Work in Church** Julia had spoken to Roland about work on toilet and servery in Church, he was happy to proceed with this as he knows it will be expensive to hire a contractor and get materials etc. . He wanted to know that we are being proactive and taking affirmative action on the disunity and hurt that has happened. **Action point** Julia to talk to Roland about the actions we are taking as a DCC and PCC about the disunity and hurt caused. Conflict resolution courses are available through the Diocese. **Action Point** Julia to talk to Chris Dobson from the Diocese about this.

Hope Jacqui has sent flowers to Jane Bailey as a token of our appreciation and thank you for all her work with Hope. Adam has sent out an email to all donor to the Hope project. **Charity Commission**

Adam to send an email to all PCC and DCC members about how they can access the Charity commission website to check their details etc. If no longer on PCC as a trustee they can then take their details off the site. **Action Point** Si to take off those people who are no longer trustees and on PCC. **Fundraising** Si has spoken to Jane Bailey who has been the person asking about this, it was felt that it would be good to have a short paper about this to inform discussion on this matter **Action Point** Si to put a paper together for us to discuss in March DCC.

Mission and Outreach (HOPE)

A report from Jane about Hope had been sent round to members part of which were some questions for the meeting to discuss **a)** plans for event to mark King Charles Coronation – this had been brought up at a recent ministers meeting, Becky M had mentioned about volunteering in the community similar to the community action things she does with the youth, This is in response to King Charles asking that Monday May 8th be based on volunteering. It was suggested that maybe each home group to think about something to do along these lines, this will be discussed at our next DCC meeting. **Action Point** Nick Ch to contact all small group leaders about this. **b)** Unmanned church opening. Dcc were in agreement with this, and Ste said that as long as valuable items are locked away unmanned opening is fine with our insurers. Wardens to be consulted about this item. **C)** Jane also raised an item about having items on the noticeboards when people come into the Church and also leaflet maps showing interesting parts of the Church, referred back to Hope team to sort. It had been suggested that Maddy Crook was updating the Church history leaflet. **Action Point** Ness to contact Maddy about this. **D)** Point about Roland doing the toilet has already been referred

to under matters arising point. **E) Transforming Church-** Julia has been in contact with Jane about this.

The small Hope group had met, and Faith gave a verbal report, the booking form will be stream lined so it covers both the Church and hall bookings. The rates also need to be the same so will just be a commercial rate and a community rate. For events organised by the Greenways benefice Churches, booking forms will need to be used and community rate applied to these events. Jacqui Dymel is putting together a paper about what constitutes a Church event. **Website** – People can add their own content to the website but a web editor is needed. This to be delayed until after appointment of benefice administrator as it could be a job they undertake. **Banner** A group hosting a vinesong Christian praise event in St Pauls had asked if they could put up a banner by our church sign this was agreed by DCC.

Rectors Report The report Si had done for January meeting also covered February as well.

Wardens report Information had been sent out to members regarding an arboriculture report and quote for work. The quote was for £800 but it was felt that we could do some of the work quoted for ourselves thus bringing down the price of the quote. We could get together a small working party to do things around the churchyard etc. There is a budget for Churchyard maintenance. Dcc agreed that we spend £275 for the removal of the hanging limb by the contractor. **Action Point** Steve C to contact the council regarding information on trees and work being done on them and also to link up with Jacqui Dymel about this item.

Youth Report This had already been circulated, discussion took place about different avenues of funding we could look for to help part of Becky's wages. There are funding bodies that help out with reaching unchurched children so could look into this. We could write to the other churches in the town asking them to help out with cots etc as there are some of their children accessing some of the groups that we provide. **Action Point** Julia to look into this. Becky has been asked to go into both Hardenhuish and Sheldon schools to help out in PSRE lessons she was hoping to grow team of people to help her with this maybe from across other town churches. Julia, Ron, and Adam had had a meeting with Archdeacon Christopher Bryan about some of these issues and he was the person who had suggested approaching the other town churches.

Finance a report and updated spreadsheets had been sent round to members, our projected expenditure is £168,000 and our income is £135,000 which means there is a deficit of £33,000. A finance team has been set up and it is encouraging to have a group come together. Steve C now has the laptop and started doing some in putting. Ray James has asked to step back from the finance group. John and Lorna are continuing to do the gift aid etc. Investigations have taken place about having a paid person to do the treasurer role with us just then having a nominal treasurer. As mentioned in the report there is a need for volunteers to draw together the end of year accounts for 2022, liaise with the independent examiner and produce the annual report on the church's financial situation/viability. It was felt we need to look to the Diocese for help with our financial issues. Finance for the Administrator is pro rata and also contributed too from the other churches in the benefice. A proposal was put forward that Michael Meilton replace John and Sue Hartley as sole signatory on the CMS bank account this was seconded by Ness Cooper and agreed by everyone at the meeting.

Eco Church report This had already been circulated to members, a proposal had been put forward from the group for their eco church policy this was seconded by Faith Ward and passed in agreement. The community payback team use our churchyard as an induction place for those new to this scheme. This means we do get quite a bit of extra work done. The group have cut back the hall hedge and taken the Ivy off of the outside walls by the Church. There is ivy on the trees which needs to be taken off and a ring will be left around the trees to stop the Ivy growing back. Peter Maidment will be taking the Ivy from the main tree and also doing some small scale tree felling. The community payback team will be taking Ivy off the other trees. Steve was thanked for producing this report. June 10th will see an ecology debate in the evening at St Pauls and Kay short from Ecclesiastical

Insurance there this will be opened to all people and churches from the Deanery will be invited etc. There will also be a messy Church that afternoon in the Church.

Deanery Synod report This had already been circulated DCC were asked to Note that from April Si will be the only Incumbent in the Chippenham due to retirement of Rod Key from St Andrews and Andy Gubbins from St Peters moving away.

Safeguarding Julie had done a report which had been circulated. Julie wanted to remind everyone Of their safeguarding responsibilities, this is not only a Parish Safeguarding Officer's function – I am appointed by you all!

'The PCC and the incumbent jointly have a duty of care to ensure the protection of the vulnerable in their church community. In terms of safeguarding with the incumbent the PCC will:

Promote a safer church for all in the church community, and ensure there is a plan in place to raise awareness of, promote training and ensure that safeguarding is taken seriously by all those in the church community'.

Julie also asked if members could do the domestic violence training online and let her know when they have done this.

Health and Safety A question had ben asked about who was our health and Safety rep this item to be referred to Jacqui Dymel who was sorting this.

Communion Proposals A paper had been put together by Karin Needham and circulated to members about being Inclusive with Communion. It was felt this was an excellent idea and details would be worked out in discussion with the ministry team.

AOB Same sex blessings. Si gave out a paper on this issue which had been discussed at a recent General Synod. He asked everyone to read it ready for a discussion on this topic at our March DCC.

Electoral roll A question was asked about how can new people join the electoral roll etc. Action Point Ness to email Maddy Crook electoral roll officer about this.

Church family list This would be done after our APCM.

Chair ganging. Julia had ordered some items to help link the chairs and was awaiting delivery.