

**Minutes of the meeting of Lavenham Parochial Church Council held on
Wednesday 18 January 2017 at 7.00pm in Lavenham Village Hall**

Present: Rev Stephen Earl (Rector and Chair), David Deacon and Graham Pattrick (Churchwardens)
Jane Balchin, Jonathan Boast, Justine Corney, Maureen Cowdroy, Pam Evans, Paul MacLachlan, Clare Santer and Simon Wallis

Opening prayers

Rev Stephen Earl opened the meeting in prayer.

1 Apologies for absence

Apologies were received from Chris Burnford, Nikki Hamilton, Mary Jackson, Anna Pitt, Pete Postle and Tim Rose

2 Items of urgent or unforeseen business received before the meeting

There were no urgent or unforeseen items.

3 Matters arising from prior meetings

- (a) It was agreed that the minutes of the meeting dated 16 November 2016 be approved and signed.
- (b) To consider any matters arising:
 - Arising from the September 2016 meeting, a permanent nave altar faculty has been approved subject to removal of the altar when not in use.
 - 5(iv) the Head of Stewardship has written to thank the PCC for its generous contribution to the parish share;
 - 6(ii) a lady has been charged and sentenced for theft from the church shop;
 - 7(ii) the architect thinks that fitting solar panels may be possible. He will investigate and provide further information and costs.

4 Forward looking items

(i) Growing in God initiative

The Rector referred to item 1 of the Ministry Team meeting dated 4 January 2017 (Appendix 1). Members accepted that a building works questionnaire would be a valuable tool in drawing up a coherent plan of works having wide support within the congregation and which equipped the church for welcome, worship and ministry.

It was noted that the Diocesan Advisory Council look for evidence of consultation before approving works and that the issuing of a questionnaire to the worshipping community would help to fulfil this requirement.

It was suggested, and agreed, that this would also be an appropriate time to re-visit the church's mission statement which would inform priorities agreed for any works within the church's footprint.

It was proposed by David Deacon, seconded by Jane Balchin and agreed unanimously that a questionnaire be issued seeking views on what church building/fabric work should be undertaken.

(ii) Church website

The Rector thanked Paul MacLachlan for his work on the new church website. It was suggested that links to community websites such as Discover Lavenham and Visit Lavenham be added.

5 Reports

(i) Ministry Team report

The report of the Ministry Team meetings dated 4 January 2017 (Appendix 1) were noted and received with thanks.

The Rector commented that taking holy communion in the style used at the Mothers' Union service where the sacraments were available at several points in the nave would be a rare occurrence.

(ii) Musical Director's report

The Musical Director's report (Appendix 2) was noted and received with thanks.

The PCC asked that their thanks be conveyed to the choir for their contribution to the Carol Service.

It was noted that the CCTV enabling the organist to monitor the leading of services was not working as well as expected and that further work is planned to remedy the problem.

(iii) Families/Children's Team report

Mary Jackson's report (Appendix 3) was noted and received with thanks.

It was noted that a Craft Event was planned for Maundy Thursday morning.

(iv) Treasurer's report

Financial reports for the year to 31 December 2016 (appendix 4) were noted and received with thanks.

The Treasurer commented that organ costs may rise significantly as Bishop's catch up with their invoicing. Members agreed with the Treasurer's recommendation that the next Gift Day should follow recommendations arising from the Quinquennial Review and the outcome of the building questionnaire.

6. Routine Matters

(i) Clergy items

The Rector advised that:

- (a) there will be one service on Ash Wednesday at 7:00pm;
- (b) the Christmas Fayre raised £859.25 and expressed thanks to Pam Evans and other helpers;
- (c) the Christingle service raised £267.95 for the Children's Society;
- (d) the Eastern Region Ministry Course are seeking financial support and had approached the church as a beneficiary of Lynda Sebbage's ministry. It was proposed by Pam Evans, seconded by Maureen Cowdroy and agreed unanimously that the church donate £150.00;
- (e) the Diocese have printed the Kagera Lent Challenge in order to learn more about life in Kagera, pray for our brothers and sisters there and to raise money to help them improve their lives. It was agreed to promote the Challenge and to receive the money contributed by the congregation on Easter Sunday.

(ii) Churchwardens' items

The churchwardens reported:

- (a) on an unsuccessful attempt to break into the gift shop cashbox;
- (b) that work on the wall outside the Rectory will begin soon;
- (c) the Finance Committee had agreed to donate £350 to the East Anglian Children's Hospice as part of the church's secular giving. This is equivalent to the usual hire fee.
- (d) that Jane Balchin had stepped down from running the second hand bookstall and that the work would be continued by Marjorie Newman, Margaret Lillyman and Diane Page. PCC members expressed their thanks to Jane for all her work over many years;
- (e) that the Diocese were promoting a new group insurance scheme but that the PCC would not be able to consider this until the end of its long term agreement with Ecclesiastical;
- (f) on a need for a cabinet racking system for the church audio equipment. It was noted, with thanks, that the Friends of Lavenham Church will meet the cost of this (excluding VAT). It was proposed by Graham Patrick, seconded by Jonathan Boast and agreed unanimously that, subject to any necessary faculty, the cabinet racking system be purchased;
- (g) that an appeal to *Polish the Pews* had been launched;
- (h) on a request to place a memorial seat within the churchyard in memory of Muriel Cracknell (nee Lambert). It was agreed that this be progressed by the Churchwardens.

(iii) Deanery Synod Elections

The Secretary reported that, based on the number on the Electoral Roll, the church will be entitled to elect three representatives to the Deanery Synod at the forthcoming APCM.

(iv) APCM arrangements

The Secretary advised that APCM reports should be submitted by the end of February.

The Rector asked that any members of the PCC not intending to stand for re-election should let him know at the earliest opportunity.

7. Closing items

(i) Electoral Roll

The Electoral Roll Officer reported that Peter and Glynis Tryon had been added to the Electoral Roll.

(ii) Correspondence

The Rector reported on a letter of thanks from the Bury Bach Choir for the help and support given in connection with its Christmas Concert.

(iii) Urgent or unforeseen business

None.

The meeting closed with prayers and the Grace at 8:50pm.