



The Parish Church of St. Michael the Archangel, Mere
Meeting of the Parochial Church Council held on
Wednesday 17 March 2pm via Zoom

1. Opening:

John opened the meeting with a prayer.

2. Present:

Revd. Carol Green (Chair), Lindy Elliot, Derek Fisher, Nigel Leek (Treasurer), Christine Marsh, Isabel Page, John Page, Julia Rankin, Nicky Ravenhill (notes), Lesley Traves, Richard Wilson

Apologies: Elisabeth Barrett

Carol introduced and welcomed Nicky as the incoming Administrator for the benefice. Carol proposed the purchase of an inexpensive mobile phone for use flexibly for the office and also for home working.

All in favour.

3. Minutes of the previous meeting 11 February 2021:

Last meeting minutes from 11 February 2021 were read as a true copy.

All in favour.

4. Matters arising from the minutes if not covered in agenda:

None.

5. Finance Report:

- a) Final 2019 accounts – Nigel reported that all anomalies in 2019 accounts have now been resolved and advised that the spreadsheet has now been restructured to separate payments, receipts, expenses and bank transfers to ensure clarity moving forward. Nigel to ask David Corbin to examine accounts again since these changes.

All in favour.

Potential for alternative examiners to be investigated before the APCM as they are appointed one year for the next.

- b) 2020 accounts - Nigel advised that items marked in yellow are missing or need updating as he currently does not have all the detail of the interest or dividends received from the Diocese, but expects the dividends to be around £1,200. The Foodbank is an exceptional item for 2020 which did not appear in 2019 accounts. It was noted that the date should be changed on Assets & Liabilities final page. Agreed that following highlighted areas being filled and correction made, 2020 accounts to be emailed to PCC for sign off before sending to auditor. Richard thanked Nigel for his hard work with these accounts.

Action: Nigel to update and email to PCC



Isabel raised question of 2021 insurance

Action: Nigel to follow up and advise

6. Preparing for a Vacancy

Richard advised he had had a preliminary conversation with the Archdeacon regarding the proposed process to enable the PCC to start with preparations for the vacancy. We will need to hold a meeting with the Archdeacon in the early stages and ensure we nominate people to support the appointment process. The situation is more complicated due to the diocese considering a reorganisation of parishes and benefices and there is the potential for a benefice change for us. If this is the case, the Diocese will enter into a consultation process and if changes are recommended it will go to the Church Commissioners where objections can be raised. The PCC should hold an early meeting in advance of any meetings with the diocese to agree a vision for St Michael's for the future.

During the vacancy the Rural Dean Rev. Pauline Reid (Longbridge Deveril) will be responsible for ensuring that we have services, with the potential for the AD or the Bishop coming at this time too. Carol advised she has spoken with Bernard Joy and Judith, who are both very willing to help with services a rota will be prepared for some months ahead.

7. Church Matters post Covid

- Jane's suggestion to twin toilets: Jane would like to encourage others to take up this project. Elisabeth impressed with the initiative, Christine suggested it could be taken up for the Grove Buildings.

Action: Isabel to contact Jane to take forward.

- Sherry has kindly offered to provide two sets of furniture for children's area: All in favour. Potential of fencing provided by Richard to be revisited.
- Cleaning after builders go: Difficulty in reaching high areas such as lights and rood screen and identifying funds if necessary for cleaning. Potential ideas:
 - Builders have said will do a clean, could stipulate that rood screen needs cleaning following building works – they will have equipment for working at height.
 - Use of a wood soap could be used on delicate historic woodwork.
 - Approach external company who specialise in after build cleaning – potential for funding from newly constituted Friends.
 - Carol spoke of a number of people who may be willing to help along with usual cleaner
 - Potential to ask National Trust, David Bett or architect for suggestions
 - Quinquennial Report due this year and will entail a thorough check on the fabric

Action: Christine and Isabel agreed to take forward

Agreed: keep on PCC agenda for future meetings.

8. Other reports for comment and questions:

- a) Building work progress report:

Carol reported that the servery is now in place but the wood needs to be treated. Handles are on the internal north doors. Otherwise nearing completion with few



snagging problems such as the placing of the coat of arms light incorrectly – to be rectified. Pinnacles. Our current architect (like many in the Diocese) is applying for a qualification which is needed in architects who are sanctioned by grant givers. David Bett is following this up so far there is around £20,000 in the pinnacles fund, work is likely to take place Summer 2022.

- b) Worship group report:
Reports have been sent out previously, no questions.
- c) Benefice Pastoral care:
Carol showed the welcome card recently delivered by Christabel at the end of February as a way of promoting the presence of the church to new residents.

9. Website – Sugarweb: David Bell's plans to refresh for the Benefice.

Carol explained the plan from David Bell to refresh the website for the Benefice and explained how important it is to promote the churches within the benefice and what they have to offer. Discussion on cost of £1,360 which had been proposed to split between Mere, Maiden Bradley and West Knoyle churches but which may now be difficult if the benefice is changed. Funds could be made available from the Curates Fund. Richard and Lindy felt the upgrade is long overdue and that there is real value in upgrading to a site with full functionality and being a more user friendly version, which will inform users of what's going on. Recognition that the site, and other online accounts such as Facebook, will need to be updated regularly and will be centralised through the administrator role.

Action: Carol to give go ahead with design for a new website for St Michael's only with the potential for other churches to be appended at a later date.

Proposed Richard; Seconded Lindy

Richard updated the PCC that he had held a conversation with Richard Jefferies of Mere Matters about working with the publication as a link with the community and the potential to connect with the website to include information such as which meetings are being held in the Grove Building and when. We can utilise this to send message out of the church being open again.

10. Organist

Carol explained that we currently have an ad-hoc arrangement with Ian to play, but there has been an aspiration to create a permanent contract for the future. Richard suggested that while continuity is desirable, the current circumstances mean it may be better to leave the new incumbent with a free reign to mould arrangements for music in the church, including musical events.

Action: Carol to explain to Ian we are currently unable to offer and contract as we cannot tie the hands of a future incumbent, but that we would like to continue with current ad-hoc arrangements for the immediate future.

11. Parish Administrator

Nicky and Carol have worked on this draft and some more to ensure Nicky is trained to support Carol and the PCC during the vacancy.



12. New Officers for the PCC

Secretary: Nicky is covering this role as administrator.

Treasurer: Under review - members of PCC to give consideration to who may be approached.

Planned Giving Officer: someone who will be able to work alongside Treasurer

Electoral Roll Officer: Avril Fletcher has met with Christopher Stephenson to do this year's revision.

[UPDATE this role is now taken by Sherry, Avril felt it wasn't right for her after all]

13. Consider date for APCM – latest 31st May 2021

Richard advised that the 2020 accounts will need to be finalised before the meeting, and that the Archdeacon had suggested that he and Bishop may wish to attend. Date looking to be mid-May. Carol welcomed this news and advised that while not having an exact leaving date, she will be licenced in August and working towards a last service in Mere in early-June. 2020 reports will need to be submitted beforehand.

14. AOB

- Any comments on the appointment of the new Bishop of Salisbury, please speak to Isabel.
- Carol advised that Bishop Andrew hopes to visit to bless the new facilities some time in May, and it would be good to be able to sign off the work beforehand.

15. Closing Prayer

Carol ended the meeting with grace.

16. Date of next PCC meeting: Thursday 15 April 2021 at 2pm

Signature

Date