



**The Parish Church of St. Michael the Archangel, Mere**  
**Meeting of the Parochial Church Council held on**  
**Tuesday 20<sup>th</sup> October 2020 at 7.00pm on Zoom**

**1. Opening:**

Rev. Carol opened the meeting with a prayer.

**2. Welcome and apologies for absence:**

**Present:**

Reverend Carol Green (Chair), Lindy Elliot, John Page, Isabel Page, Christine Marsh, Nigel Leek (Treasurer), Natasha Shaftoe (PCC Secretary)

**Apologies:**

Elisabeth Barrett, Richard Wilson, Julia Rankin, Derek Fisher, Lesley Traves

**3. Co-option of Lesley Traves, appointment of PCC secretary and Treasurer**

**Co-option of Lesley Traves**

Proposed – Lindy Elliott

Seconded – Isabell Page

All in favour

Natasha Shaftoe will remain as the PCC Secretary

Nigel Leek will remain as Treasurer until the next APCM

Rev Carol commented that although only 5 members of the PCC were present the meeting is quorate if one third of members attend. (Practical Church Management James Behrens pg 47)

**4. Minutes of the previous meeting:**

Last meeting minutes from 2<sup>nd</sup> July, were read and signed as a true copy.

Proposed – John Page

Seconded – Christine Marsh

All in favour

**5. Matters arising from the minutes:**

Isabel asked if the standing order to Wiltshire Historic Churches has been set up, Natasha Shaftoe confirmed that it had.

No other matters arising.



## 6. PCC members declaration with GDPR statement

Rev. Carol has asked the Rural Dean for advice on this and she is making enquiries. It was decided that this will be added to the next meeting's agenda.

## 7. Queries from APCM: 2019 accounts query Nigel (enquiries so far will be forwarded to PCC) and Mere Matters payment:

Further to the questions raised at the APCM, Nigel clarified the different funds held within the bank account and explained that from previous years accounts it can be difficult to provide a full breakdown with different ring fenced funds being held within one bank account. Although these can be difficult accounts to understand he confirmed that the accounts are sound.

Nigel explained about the money held in the St Matthews fund and informs that a letter from the diocese in 2015 confirms there are no restriction on how this money is spent. It can be used for both Fabric and Ministerial uses.

Nigel confirms that the £20,000.00 has been paid from the bank account to the reordering account. ***(From Meeting of 19<sup>th</sup> November amended to "Nigel confirms that £20,000 has been paid to the reordering project - £10,000 to the Fundraising Appeal account in May 2020 and £10,000 to repay expenses for the reordering previously paid by the PCC."***

*[NB The question of the Mere Matters payment was overlooked in the PCC discussion, but on the grounds that the APCM (which included most PCC members) unanimously agreed the payment Rev Carol arranged for payment to the MM Treasurer Alan Gristwood. Also to avoid omission in the future and to provide a paper trail the treasurer will send an annual invoice to us]*

## 8. Finance report for 2020 from Nigel. Discussion about ways to tackle the deficit

Nigel confirmed that £5000.00 of the 2020 share has been paid this year. Rev. Carol asks that a further £8000.00 to be set up to be paid.

Proposed by Isabel Page  
Seconded by John Page  
All in favour

**ACTION:** Nigel to pay £8000.00 of the 2020 share



Nigel mentioned that other diocese has a fund that can be applied to if there are difficulties making payment of the full amount of the share, Rev. Carol commented that there is not one in Salisbury diocese. She said in the past parishes paid their own clergy but then a system of collecting money from the parishes to pay clergy was set up. The Diocese has no pool of savings to draw on but relies on parishes to make a contribution.

Nigel states he is currently working through the claiming of gift aid. Isabel raises the point that the Parish giving scheme should already be set up to claim gift aid.

**ACTION:** Nigel needs to confirm if the two payments from the parish giving scheme already includes gift aid.

Rev. Carol asks that the Parish Administrator cost are taken out of the curate's fund along with the clergy expenses. Nigel confirms this will be done.

## **9. Grove Building:**

Due to the current situation with Covid-19 there are very few bookings. When the situation improves, and the bookings increase the Grove Building Committee will be reconstituted. Until then Graham Ward will caretake the Grove Building.

## **10. Appointment of organist – Ian Hooper:**

Ian Hooper currently plays the organ at West Knoyle and has agreed to play also at the Mere Sunday morning services for £40.00 a service plus £25.00 a week for rehearsals. A donor has kindly come forward to subsidise the rehearsals.

To allow enough travel time between the churches West Knoyle have agreed to start their services 5 minutes earlier. It has been asked that Mere service starts 5 Minutes later. It was agreed that an informal change to the service time would be ok to make sure Ian arrives comfortably.

Proposed: Christine Marsh

Seconded: John Page

All in favour

The above appointment is subject to Ian Hooper passing the required safeguarding checks and the signing of a contract.

## **11. Worship Committee:**

There has been good feedback from the recent Harvest service. The Worship committee are now looking towards planning the remembrance service and ideas for Christmas. Rev. Carol suggested a walk through the town, with the donkey and possibly a recently married couple with a new baby, this can be achieved while adhering to social distancing and children could watch from their houses and dress up as nativity characters.



Christine Marsh showed a book "It begins in Bethlehem" by Bob Hartman from the Bible Society. She is hoping to give copies to the local school and is looking at the costs of this.

***The online meeting came to an end the below items on the agenda were not covered but will be added to the next meeting's agenda.***

- 12. Enhancement and pinnacles project – progress report. Elisabeth please to send note**
- 13. Church matters during Covid 19** including PCC meetings on Zoom
- 14. Safeguarding update – Christine**
- 15. AOB – Church cleaning after the builders leave**
- 16. Closing Prayers**
- 17. Date of next PCC meeting: 14<sup>th</sup> November 7pm physically in the GB Corona restrictions permitting**

Signature Carol Green

Date 19<sup>th</sup> November 2020