



“where the river flows everything will live”

TIDENHAM PAROCHIAL CHURCH COUNCIL

MINUTES OF PCC MEETING TUESDAY 14 JANUARY 2025 1930 AT ST LUKE TUTSHILL

1.	Welcome including prayers and Bible reading from 1 Kings 19 (NB)	ACTION
2.	Attendance: Robin Riordan RR, Revd Nicki Bullivant NB, Paul Coombs PC, Brian Duerden BD, Nicholette Flatman NF, Iain Gardiner IG, Oliver Hinton OH, Molly Mayo MM, Polly Morgan PM, Andy Palmer AP, James Parsons JP, Emma Phillips EP, Tanya White TW, Emma Durbin ED (by invitation).	
	Apologies for absence: Marilyn Henderson MH	
3.	Declarations of Interest: none	
	ITEMS FOR DECISION	
4.	Approve draft minutes: 12 November – NB asked about the radiator in the St Luke’s Room corridor (already on Agenda item see item 12). Approval was proposed by PC, seconded by TW and agreed. 3 December – Approval proposed by EP, seconded by MM and agreed. 10 December – Extraordinary meeting to elect Interview Panel representatives, minutes not yet completed.	AS
5.	Scarecrow Trail: This will proceed when the team has met and can present details.	ED
6.	Hire Form: <ul style="list-style-type: none"> • St Mary & St Peter Tidenham needs a Hire Form with the same T&Cs as St Luke Tutshill. • MM asked how St Luke manages the Cleaning Rota; NF replied that the rota is not ideal as the church is not cleaned after large events, relying on volunteers. It needs to be stressed that those hiring the churches should clean properly after use. MM suggested that a deposit is paid as part of the hire process to ensure the church is left in good condition. MM requested an agenda item for discussion and review. • NF raised the issue of heating, asking whether it was fair to charge for a ‘heated building’. BD manages the heating system and it needs to be stressed that NO VISITORS TOUCH OR ALTER THE HEATING; he is wary about hiring out Tidenham at present. 	

	<ul style="list-style-type: none"> • BD requested that St Mary & St Peter Tidenham has the same provision and requirements as St Luke. Approval was proposed by RR, seconded by AP and agreed. • Capacity needs to be confirmed. 	
7.	<p>PCC Charity Giving Policy: Last updated November 2023. IG proposed agreeing the list of charities by the end of May 2025 to make payments by the end of July 2025. This is reviewed every three years. Approval was proposed by NF, seconded by AP and agreed.</p>	
	ITEMS FOR DISCUSSION	
8.	<p>Finance: Account no.1 £13,156.78 Account no.2 £992.07 Account no.3 £4056.65</p>	
	<ul style="list-style-type: none"> • There is a VAT reclaim due of £5968 for Tidenham Tower. • PC is concerned that Lloyds is now only open four days a week. • Awaiting Gift Aid for the third quarter. • The receipts and payments page is the final draft to enable PC to present to PCC at February's meeting the completed figures for end of year. • The difference from 2023 to 2024 is approximately £28k (in lost income, costs?????), but £31k has been accounted for in building works at Tidenham, as grants and legacies have been received in previous years. Not sure what you mean here! £31k grants received to cover costs or is this expected expenditure or deficit? 	
	<ul style="list-style-type: none"> • BD asked PC on his views of year end finances. PC warned of a difficult 2025 with utility costs increasing and the Parish running at a deficit. Finance Committee to review. • AP remembers speaking to the congregation several years ago about Giving and asked whether they need reminding about online giving instead of cash. • BD stated that there is a small donation scheme which means any individual gift under £30 is eligible for Gift Aid. • RR suggested a campaign should be run before the new incumbent arrives to increase Giving. 	
9.	<p>Vacancy Update:</p> <ul style="list-style-type: none"> • Final version of the Profile has been submitted to Diocese; Bishop Robert changed the Safeguarding statement. The position will be advertised on Friday 17 January with shortlisting to enable interviews on 7 March. 	

	<ul style="list-style-type: none"> • RR is confident about attracting applicants. • NF suggested an update in the Briefing with a link to the Profile. BD stated that an update is being issued via Mailchimp very soon. 	
	<p>During Vacancy:</p> <ul style="list-style-type: none"> • BD stated that Bishop Robert is visiting Chase on 9 February as part of his remit to visit every church in the parish. • Palm Sunday – Ali Mephram will be conducting services at St Luke and St Mary & St Peter. • Maundy Thursday – Revd NB (Associate Priest) • Good Friday – Revd Canon Ed Pruen (PTO) • Good Friday afternoon – Archdeacon Hilary • Easter Sunday – Archdeacon Hilary in St Mary & St Peter and St Luke • It was suggested that there is one service on the following Sunday. 	
	<p>Interview Day:</p> <p>AP referred to his email.</p> <ul style="list-style-type: none"> • MM stated that Woodcroft Christian Centre has nowhere to worship. • The day will run 9am-4pm as the Centre has engagements at 5pm. Ap would like members of the congregation to meeting candidates during the day. • Further arrangements cannot be finalised until the week prior, as this is subject to the number of candidates. • There were discussions about the day; budget, type of lunch offered, whether in-house or outside caterers, liaising with Archdeacon Hilary’s office and including schools as part of the process. 	
10.	<p>Wellbeing Ministry Report:</p> <ul style="list-style-type: none"> • Previously circulated; very well received and thanks and congratulations were expressed for Carol Clammer and all involved. • MM expressed concern that NB is being overstretched; NB replied that she received support from Two Rivers Housing and the Salvation Army, which helps with her work as Wellbeing Chaplain. • Breakfast Clubs have been a resounding success; this will be extended within Tutshill during the school holidays, the first opportunity being February half term, which has been requested by parents in Sedbury and Tutshill. • TW to publish the report in the next Link Magazine. 	

	<ul style="list-style-type: none"> • PC confirmed that financially this project is to be treated the same way as BATS. NF expressed concern regarding the mess left on the church chairs. 	
11.	<p>Tidenham Update:</p> <ul style="list-style-type: none"> • Vestry to be completed shortly. • Heating is still in discussion with a detailed review over the summer. • DAC approval has been given for air source heat pumps. • Commissioned elements progressing well. • Plaster fell from the chancel roof on Christmas Eve; some of the choir stalls cannot be used; elements of the service are conducted from the chancel steps; to be assessed shortly. • Wi-Fi to be connected soon, having been installed 16 January. • Work on the Tower is a month behind schedule, but is progressing well; nothing unexpected has been uncovered; rafter to be replaced with invoice forthcoming; the hole in the North Aisle roof has been repaired; light bulbs has been replaced with LED. 	
12.	<p>St Luke Reordering:</p> <ul style="list-style-type: none"> • New oil heaters have been installed in small WC and St Luke's Room corridor. • Lights in St Luke's Room have been replaced. • Quotes being obtained for solar bollards along pathway. • Boiler service due February 2025. • Quotes being obtained for moving the water heater from the old kitchen to the WCs. 	
13.	<p>St Michael & All Angels Reordering:</p> <ul style="list-style-type: none"> • Donations and bequests have helped finances. • A new roof seems unnecessary at present. Costs for repair estimated £12-20k but specs/quotes will be produced. • NF raised concern regarding previous reports of damage and removing tiles. • Chase church is not listed, so VAT cannot be reclaimed. 	
14.	<p>Evening Get-Together for New Congregants: NB made this suggestion and it was discussed; no action at present.</p>	
15.	<p>Evening Social for PCCs:</p> <ul style="list-style-type: none"> • This was well received, but NF suggested sounding out congregants first; however, BD stated that this event would primarily be for those involved producing the Parish Profile and then PCCs. • Suggested date 6 February. • RR to organise and contact relevant people. 	

16.	Safeguarding: No issues reported.	
17.	Health & Safety: Plaster which fell from Tidenham roof; this has been resolved.	
18.	AOB:	
a.	IG confirmed that a new Electoral Roll is due.	IG
b.	Statistics need to be completed for the Mission Statement.	
c.	Net Zero Plan needs to be discussed. Certain goals will not be completed by January but should still be adopted.	
d.	NF has noticed that: <ul style="list-style-type: none"> • A Church Near You states that the Christingle on 2 February is at 10.30am instead of 11.00am • The contact still shows Revd David Treharne with his email. • Safeguarding page has incorrect references. 	AS
e.	Parish Share: for review in Finance Committee 28 January meeting.	PC
f.	Deanery Synod: JP informed PCC of a 29 April meeting between their Board of Finance and PCCs.	JP
g.	PCC Secretary: NF asked whether a plan is in place to recruit one. At present RR and BD are legally responsible for this, but matters can be missed.	RR/BD
h.	Trustees Report: IG stated that there is a legal requirement for the calendar year 2024; this 14pp document, followed by the Financial Report of 31 October must be handed to Charity Commission; a Fabric Report, reporting of the PCC, Deanery Synod etc. needs to be produced as part of this statement. IG is happy to complete this as he has all the relevant templates. RR asked for a simpler report; he proposed and NB seconded that a Trustees Report only includes extras – not sure what 'extras' means!	IG
i.	RR requested that PCC is presented with a proposal for the CYF Ministry to continue; team to include NB, NF, ED and Non van den Braak.	
j.	IG informed PCC that Eve will not be going to accreditation for CYFM (Introduction to Christian Ministry) Course.	
	Closing Prayer.	

Meeting closed at **xxxxxx**

Next meeting St Luke Tutshill 4 February 7.30pm