

**Amesbury Parish Church Parochial Church Council**

**PCC Minutes of the Meeting of Monday 21st March 2022**

(1) **Prayer (for the people of Ukraine).**

(2.1) **Those present at the meeting:** Father Darren A'Court (FrD), Barbara Maddocks (BM), Ruth Davies (RD), Sophie Moody (SM), Andrew Robson (Acting Secretary) (AR), and John Swindlehurst. (JS).

(2.2) **Apologies** were received from Lisa Courtney (LC), Julie Lewis (JL)

(3) **Declarations of Interest.** There were none.

(4) **Approval of the Minutes of the meeting of Wednesday 16th February 2022.** These were approved and signed by FrD.

(5) **Matters arising**

(5.1.4) **Lone Working Policy.** A copy of the policy has been posted on the church notice board.

(5.1.6) Thank you cards: this is ongoing.

(5.1.9) **The funds from the sale of the Wyndham Hall.** A resolution on this matter needs to be agreed and the result conveyed to Elizabeth Wallace at the Diocesan Office.

**Action: FrD, BM.**

(5.1.11) **Condolence Book.** SM has approached *Amesbury Printing Company* but has not yet had a response.

**Action: BM to investigate an alternative source.**

(5.1.12) The GDPR matter has been referred to the solicitors.

(6.3.1) **A 200 Club.** FrD has discussed the idea with Gerry Southwell. A licence is required.

**Action: BM will follow this up.**

(6.3.4) **The idea of (brief) lunchtime events;** informal recitals, talks, literature readings etc, with a bread and soup lunch available. AR has had a conversation with the Acting Director of Music who considered that the idea is good in principle. Practical matters such as the availability of toilets and arrangements for refreshments would need to be in place.

(9.2) **Project Management;** enquiries have been made at the Diocese; the advice was to talk with other parishes that have undertaken such development work. AR has had a conversation with a member of St. Thomas's, Salisbury, who commented that they had decided that it would be too costly to employ a professional project manager and instead benefited from the kind voluntary work by a member of the congregation. The architect, Emma Mullen, may also be able to advise us of other similar projects. It was resolved to revisit the matter of a project manager for phase 2 of the *Fit for the Future Project*, which could involve a significant new build of social facilities on the site of the former cloisters. JS spoke of a local person with life-long connections with Amesbury Abbey Church and whom we might consider approaching for help in due course.

(12.2) **The *Living History Project*;** RD reported that the flyers have been printed; a thousand copies were made at modest cost and these are now being circulated. RD commented that there has been an encouraging response.

(12.3) FrD has submitted an article about this church history initiative to the editors of *The Stonehenge Trader*.

(12.4) **The role of Director of Music;** AR has made informal enquiries about the current general situation regarding the employment of church musicians; it appears that there are likely to be candidates who would seek the role but who might not want the Thursday evening rehearsal commitment unless there is a specific contractual and funded obligation to that effect.

(6) **Finance and Accounts** (*in preparation for the APCM/Annual Meeting*)

This was deferred until a future extraordinary meeting of the PCC, due to illness. The date and time will be arranged as soon as possible.

**Action: FrD, BM.**

(7) **Preparations for the APCM/Annual Meeting**

(7.1) The **agenda** for the APCM was discussed and amendments were made to the draft agenda document. The Notice for the APCM will be posted on the church noticeboards on April 2nd 2022.

(7.2) It is necessary to check and republish the church's **Safeguarding Policy** at the APCM.

**Action: RD**

(7.3) A request for some new **sidespersons** will be published in the pew sheet.

**Action: FrD.**

(7.4) A request has been sent by email to church members who contribute brief written reports to the APCM from the various church groups. A reminder will be sent as soon as possible to those who have not yet responded.

**Action: AR**

**Publication of the APCM Report:** this will be produced as a pdf and it will also be published on the church's website.

**Action: AR and RD.**

(8) ***Fit for the Future Project***

(8.1) The guidance document for Emma Mullen, St. Ann's Gate Architects. This was approved at the meeting. The document, together with a report from RD based on her recent research visit to the Wiltshire History Centre at Chippenham, will be forwarded as soon as possible. The purpose of the visit was to examine a file of documents relating to the discussions prior to the removal of the organ to the west end of the church in the 1980s. RD's report on her findings has been circulated to the PCC and a copy will be forwarded to the architect.

**Action: AR**

(9) **Reservation of Grave Space**

It was agreed that enquiries should be made about extending the available burial space in the churchyard.

**Action: FrD, BM.**

A **request for the reservation of two grave spaces** has been made by a couple who are long-standing members of the congregation.

It was resolved that the application should support the application to the Chancellor of the Diocese of Salisbury by the PCC for the reservation of one grave space in Amesbury Parish Churchyard for Mr. & Mrs. G. Southwell.

(10) **Health and Safety**

(10.1) **Covid Safety Measures**

These are kept under review. Masks are encouraged in church, but it is for individuals to make a decision about whether or not they are worn.

(10.2) **List of Key Holders**

SM has a list and would welcome information about anyone else who has a church key and who remains unlisted.

(11) **Safeguarding**

The parish's Safeguarding Policy needs to be reviewed and adopted afresh at the APCM, see above, (7.2).

(12) **Any Other Business**

(12.1) **Car park signs**

These have been made and will be erected as soon as possible. The metal structure for the fundraising 'thermometer' will be dismantled at the same time.

(12.2) **Permits for car parking** have been given to several local residents.

(13) **Prayer.**

AR  
24.3.22.