

**CARTMEL PENNISULA TEAM MINISTRY**  
**ST PETER'S CHURCH FIELD BROUGHTON**  
**PCC Meeting held Thursday 14<sup>th</sup> March 2013 at 7.30pm**  
**In the Parish Rooms/**

**Present:** Rev N Devenish (Chairman), Dr E Taylor, Mr J Hibbert, Mrs B Hibbert, Mr P Fitchett, Mr M Slater, Mrs J Slater, Mr P Fitchett, Mrs V Dixon, Mrs S Dean.

**MINUTES**

1. No apologies as all members present.

2. **MAP**

Completion of Notice Board is positive statement, no leaflets or posters done for Mother's Day Service. For Easter Sunday will produce leaflets (100 copies) and posters.

*Action: Mr J Hibbert and Rev N Devenish.*

Leaflets to be distributed in Ayside and High Newton on March 23<sup>rd</sup> day of beating bounds, Barber Green and Field Broughton next day. Posters for Notice Boards etc

*Action: Mr & Mrs Hibbert to organise, PCC members to help distribute.*

Provision of Easter Eggs and Easter Egg Hunt to be organised.

*Action; Mrs B Hibbert*

3. **Minutes of meeting held on 10<sup>th</sup> January 2013** were approved.

4. **Matters Arising**

i) Letter to Friend of St Peter's - Rev N Devenish apologised that this was still outstanding and will attend to it. Mr P Fitchett advised the PCC that it was agreed at the AGM of the Friends on 13<sup>th</sup> March to donate £700 to St Peter's Church. Mr P Fitchett was thanked for the generous donation.

*Action: Rev. N Devenish*

ii) **Archdeacon's Report** The gate at the top of cellar steps has been completed, the other required actions are on-going eg. Photographs of beams. Etc.

5. **Correspondence** None received.

6. **Annual Parish Council Meeting**

i) **Treasurer's Report and Year End Accounts.** The Treasurer gave his report, there were no questions Mr P. Fitchett proposed the Accounts be accepted this was Seconded by Mr J Hibbert and accepted unanimously by PCC.

It was noted that the decision to reduce the Parish Offer had been correct and that there was a surplus of £1,300 at year end.

In line with the letter sent with the Parish Offer where it was stated that we would try to send a further contribution if we had a surplus at year end, It was suggested that we make an additional contribution of £500. This was proposed by Mr P Fitchett and Seconded by Mrs B Hibbert and was accepted unanimously by PCC.

ii) **The other reports** Team Vicar, Churchwardens, Parish Rooms and Churchyard etc were accepted as read.

### **iii) Arrangements for APCM**

Clarification required of the numbers of PCC members we can have and which are ex officio needed prior to APCM. **Action: Rev N Devenish**

The vacancies to be put on Pew Notices and Notice Board, forms for nominations of Churchwarden(s) and PCC members to be put at back of Church.

**Action Mr J Hibbert.**

Completed forms to be collected by prior to APCM **Action: Mrs S Dean**

Electoral Roll – waiting for final few forms to be returned, nearly completed.

Complete list will be put at Notice Board at back of Church and copy to Secretary.

**Action; Mrs B Hibbert.**

Copies of documents for APCM will be put on Notice Board, completed report printed and circulated with copies available at back of church.

**Action: Mrs S Dean**

Wine and nibbles to be provided. **Action: Mr M Slater and Mrs B Hibbert**

## **7. Finance**

Fees have been agreed and list of fees to be put on Notice Board copy to be sent to Mr J Hibbert and Mrs S Dean **Action: Rev N Devenish**

## **8. Worship and Services.**

Rev N Devenish and Mr J Hibbert had met and resolved some issues to rationalise Services.

- A3 large print version to be done.
- In future printings will be 2 Eucharistic Prayers; shorter one and Prayer H. Full book to be printed of all chosen liturgy for Priest to use.
- Common Worship booklet only one to change.
- Would like sung responses in BCP morning prayer.
- Decision will be made as to what goes into next print run.

**Action: Rev N Devenish/Mr J Hibbert**

## **9. Annual Plan of Meetings.**

A draft plan of items that the PCC looks at the various meetings during the year and items requiring Annual Review was circulated with previous Minutes for members of the PCC to comment on/amend/add to. PCC members accepted draft as a working document, the Agendas for future meetings will include items on plan as a trial over the year.

## **10. Fabric**

i) Insurance Report – this is in hand, Electrical test done, lightening tests done estimate of £828 received for works. Other quotes to be obtained.

ii) Church Cleaning

Planned cleaning day will be on Sunday 17<sup>th</sup> March.

Review of cleaning work undertaken during the year needs to be done.

Rotas for list of tasks that need to be done on regular basis to be set up.

Action: During next few months PCC members to make a list of what they have cleaned and when, this will allow plan of jobs to be compiled.

Also 6 monthly mini- clean done – after Harvest?

**Action: PCC members to bring list of cleaning done to May PCC meeting.**

ii) External Notice Board and lights completed.

Awaiting board for internal Display Board

iii) Frontal Repairs on going and storage sorted out.

iv) Opening of Outer Vestry Door - to allow public access to toilet and kitchen area.

After much discussion on the risks and benefits and operational problems involved it was decided not to leave the door open when church is open to public.

If there is a request for lavatory by a visitor when there is someone in church who is able to open the door then this will be allowed.

## **11. Churchyard**

A quote of £200 per grass cut had been received from Mr M Chorley.

It was agreed to accept this quote but with a letter outlining where the grass can be disposed of and stressing the need to keep a sufficient gap between cuts. Last year one cut followed within 2 weeks of a volunteer cut which caused comment from volunteers and contributors to Churchyard Fund.

**Action: Mrs S Dean.**

## **12 Deanery/Diocese/Churches Together.**

Nothing to report from Deanery and Diocese. The Churches Together Annual Meeting will take place on 22<sup>nd</sup> April at St Mary's Allithwaite at 7.30pm.

## **13 Team Council**

Meeting held at Field Broughton in February

i) Riding Lights Theatre Group will perform in Victoria Hall in Grnge on 17<sup>th</sup> April, tickets cost £10 can be bought from Mrs J Slater.

ii) A Quiet Day will be held on 20<sup>th</sup> May in Ings. The day is to be led by Rev N Devenish is titled "Call to Prayer".

iv) Team Logo is now in use.

v) The following services were noted Taize 14<sup>th</sup> April in the Fell Church, Easter Vigil at 8.30pm on 30<sup>th</sup> March in the Priory, Sunrise Service at 6.30am on Easter Day.

Bishop James is visiting the Winderemere Deanery on 12<sup>th</sup> July 2013.

## **14 AOB**

i) Church Keys and Doors

Mrs J Slater noted her appreciation of having a key for access for flowers.

It was agreed to cut a further front door key for the use of Mr P Fitchett.

The back door to the Church needs repairing as it is difficult to open.

**Actions: Mr J Hibbert.**

ii) The AGM of High Newton Village Hall is on Monday 18<sup>th</sup> March at 7pm .

## **15. The Next Meeting is the APCM on Tuesday 16<sup>th</sup> April at 7pm in Parish Room** The Meeting closed with The Grace at 10.15pm

