



Parochial Church Council of St. Mary the Virgin Marshfield.  
Vicar: The Rev. Sally Wheeler.

***‘Connecting with God, Each Other, and our Community, and Caring for Creation in the Name of Jesus’***

Marshfield PCC meeting via Zoom at 7.30pm, Wednesday 4<sup>th</sup> November 2020

**Minutes**

1. Opening prayer by SW
2. **Those present:** Revd Sally Wheeler (SW), Revd Lynne Godfrey (LG), Bob Wheeler (BW), Aurea Hart (AH), Andrew Gammie (AG), Eric Pullin (EP), John Pullin (JP), Paul White (PW), Kate Brain (KBr), Melanie Hardy (MH), Peter Woodward (PWd), Richard Owen (RO), Peter Brunyate (PB), Amelia Eyre (AE)
3. **Apologies for absence:** Lynne White (LW), Donna Chambers (DC), Kate Precious (KP)
4. **Approval of Minutes:** 16<sup>th</sup> September 2020. These were approved and signed.
4. Our Vision and Priorities:

**Deepening Discipleship, engaging younger families and growing leaders through:**

**WITNESS**

- a) **Eco Church (PWd)** SW thanked PWd for his efforts and ability to enthuse others.

- A management plan for the churchyard is being made over the winter months with a small group of volunteers.
- We have been approached by South Gloucestershire Council’s Climate Change and Biodiversity team. They have funds and are interested in supporting projects such as ours. £1000 provisionally offered to further develop biodiversity in churchyard. PWd and team currently working on a management plan to put forward to them, showing how they would creatively spend the money. Good to have support from an external source.
- Aiming to work towards Eco Church Silver Award during 2021.
- Thanks expressed to Bob for the help provided by Community Payback, who are planning to continue their work every 2<sup>nd</sup> Thursday of the month through Winter.

**Creation Altar frontal (SW)**

- Faculty permission is required to replace the altar frontal. SW has asked the embroidery group to provide swatches to accompany the drawings to support the application.
- The embroidery group are repairing the Christmas and special occasion altar frontal. However, with government restrictions in place due to Covid, permission has been requested for a group member to take the fabric home to work on. Permission granted.

- b) **Deepening Faith during pandemic (SW)**

- **Services for November** radically changing to adhere to new government guidelines in place until December 2<sup>nd</sup>, in response to the pandemic. Zoom services only.
- **Provisional programme of services throughout December** being publicised via All Around Marshfield with warning that changes are possible, pending further government announcements after December 2<sup>nd</sup>.
- In place of cancelled Advent Choral Evensong on November 29<sup>th</sup>, there may be an **Advent Service** on December 6<sup>th</sup>, incorporating the Gift Service. This can be livestreamed. St Mary’s annual donations to Sisters of the Church to be encouraged. Monetary donations and Argos vouchers to be delivered to the Vicarage and forwarded on to KBr. Gifts for adults to be delivered to a collection box within St Mary’s church.
- **Christmas Carol Service 2020:** Frances Gammie hopes to offer 2 carol services (on a Friday and Sunday evening); allowing more singers to participate and more attendees. Bookings only will be necessary to comply with current government rules. The service can be livestreamed.



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- **Christingle Service 2020:** Frances hopes to work with small groups of children to produce a video of them singing. The plan is to then encourage children and their families to enter a trail within the church (adhering to government guidelines) over a specific time on Christmas Eve; collecting a 'Christingle pack', hearing the children singing on the TV/video player and looking at various tableaux that will depict the 4 advent themes of Love, Joy, Peace and Hope. Christingle packs will contain instructions for making the Christingle, a prayer and information about how to donate to the Children's Society.
- **Midnight Mass 2020:** This will go ahead but with Bookings to control numbers. PB suggested an area to be reserved for those who hadn't been aware of the booking system so as not to turn anyone away and to have chairs at the back of church for those attending on their own; saving pews for larger groups/'bubbles'. JP suggested the service be livestreamed.
- **Christmas Day 2020:** A Zoom family service is planned for Christmas Day.
- There will be a 9am communion at St Mary's on Sunday December 27<sup>th</sup>
- **Advent Trail:** 25 windows in the village will be decorated with the Christmas Nativity Story, throughout December. LG is working alongside Marshfield Primary School to plan and organise this. This will be promoted via St Mary's FaceBook page.
- **Carol Singing:** Proposal is for outdoor family Christmas carols on Monday, Tuesday, and Wednesday of Christmas week at 6pm at various points around the village. A choir will lead the carols. Leaflets will be dropped with carols and timings.

c) **Subgroup for online communications (AG)**

**Internet connection to St Mary's:**

Short term - A phone was used successfully to livestream the Harvest service as a temporary arrangement, with approx. 30 people tuning in, so worthwhile.

Longer term - Bory (aka Oliver) Brason has provided helpful advice; suggested a direct link with Windhager who could offer a weekend link to their weekday internet facility. A small box could be mounted onto the top of the tower (hidden from view), with a power cable coming down into creche room. Windhager may offer the facility for free, Bory is offering his consultancy time for free so no major expense foreseen. The wiring itself may require faculty permission.

**Kit to connect to internet:**

AG is investigating the loan of a camera to get a good video

We have been offered high quality microphones that pick-up surround sound rather than the focused microphones we currently use

**Action: PCC happy for AG to continue with the above approach.**

SW raised issue of Copyright Licensing for livestreaming services. **Action: SW & MH to investigate** AG reminded us that when livestreaming, the congregation need to be informed, together with an area to be provided that is off-camera.

**WORSHIP**

**Our Giving:**

**Latest Accounts (to 31/10/2020) & Update (KBr)**

- Accounts are healthy (see previous attachment). Reserves will be depleted this year as a result of payments for the clock and stonework repairs but that money has been put aside.
- Small update on Stoneworks: we have a revised quote and can reclaim VAT.
- Grant update from BW: Successful grant application made to Gloucestershire Historic Churches Trust; we have been awarded £5000 towards the Quinquennial works. BW to apply to National Churches Trust for grant towards the cost of repairing the weathervane once we have received an estimated cost from Simon Boyd.

**Contactless Giving (RO)**



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RO shared an overview on some extensive research carried out regarding contactless giving (CG). He has signed up to attend an upcoming seminar on CG run by the Diocese. In summary:

- CG could augment the current plate and offertory box donations, eventually replacing them.
- CG could be most beneficial for larger events e.g. Christmas, Easter, weddings, funerals etc.
- Various approaches (see previous attachment). Some systems require WiFi, others not. Some need to be manned, others are free standing.
- There is a set-up cost, maybe a monthly charge and a transaction charge. E.g. the wooden box with a CG device within it costs £35 per month on a 2yr contract, with a transaction fee of 2.95%.
- Many factors to take into consideration; a subgroup is needed. In the meantime, perhaps giving via the webpage could be considered plus making the offertory box more visible. KBr agreed a webpage link should be prioritised.
- SW thanked RO and proposed that he feed back to the PCC following the seminar. It was agreed that CG is the way forward and giving needs to be made as easy and simple as possible.

#### **Charitable donations for 2021 (SW)**

The draft list of charities for 2021 was discussed (see previous attachment). **Action: If anyone would like to propose a Christian charity to fill the gaps please let either SW, KBr or MH know for the next meeting.**

#### **WELCOME**

##### a) **Safeguarding update (AH)**

AH expressed her disappointment that only 1 member out of the 8 that were contacted has completed their outstanding basic Safeguarding training. This is now a matter of urgency.

Some church activities (presently on hold) still require risk assessments and role descriptions. DBS clearance and training also required for all leaders. AH will contact the relevant groups and leaders.

##### b) **Health & Safety for Christmas (SW)**

**Action: AH and SW to complete a Risk Assessment for Christingle 2020 with Frances Gammie.**

##### d) **Fabric Report (PW)**

###### • **Clock Repair General Update:**

Symon Boyd hopes to complete clock repair by end of next week and is due to give a quote for the work on the cockerel (excluding work on the stays that hold the pole). George Chedburn will also ask JB Kerr for an estimate for repair work to the cockerel base.

###### • **Quinquennial Stonework Update:**

Stonework is being completed **PW & MH to liaise and an explanatory note on behalf of churchwardens to be posted from St Mary's onto Marshfield FaceBook.**

Stone wall – permission sought and granted by the Archdeacon (as a List B category) for dry stone repair. AH proposed (and PW seconded) that PCC asks Nigel Chivers to repair the wall using dry stone. All present accepted proposal.

###### • **General maintenance:**

Small leak found due to a tile out of place along the South Aisle gutter. Repaired free of charge by J B Kerr.

###### • **Cockerel/Weathervane Repair:**



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Following last meeting, BW has set up a crowdfunding page (see previous attachment). This will be publicised through All Around Marshfield. **Action: BW to ask Richard Shreeve to publicise through church website.**

- **Church heating:**

No further meetings planned at present

- Extra note regarding Clock repair: PWd proposes that once the clock is ready to switch on, this be acknowledged publicly for the benefit of the community who contributed generously to the cost of the repairs. PWd happy to organise a midday, High St/Market Square small opening ceremony. Fred Rawlings has been asked to officially 'push the button' and is keen. **PW will liaise with Symon Boyd and PWd.**

5. **Matters Arising** Bellringing risk assessment put together by BW and Simon Gaylord

6. **Correspondence (MH)**

- BW had contacted the Church of England Project Co-ordinator for Net CS, suggesting St Mary's church as a potential location to site mobile telephone antennas. Net CS are happy to add St Mary's to their database and will contact if any network operators show an interest in increasing coverage in our area.
- We have been asked by Beth Goodyear whether we would be willing to support a new initiative called 'Marshfield – Proud to support Mental Health'. Mental Health training (involving 4hr online or face to face) will be offered to all Marshfield residents over 18yr, led by Beth who is a Mental Health First Aid England licensed instructor for free. The aim is to raise awareness of mental health and help residents to feel confident to offer support to one another. The only cost to each resident is £13 for course materials. The Church is asked to help. PB supported the idea and all agreed that mental health is an issue that needs addressing. KBr suggested and PW proposed that we support 20 people for £260. PB seconded. All PCC members present agreed. **MH to contact Dr Prince and ensure he also supports the initiative before contacting Beth regarding our willingness to support her.**
- Bishop Viv has launched an appeal to help clergy in Uganda (as part of our Diocesan link). Help needed as clergy in Uganda do not have a stipend, meaning they rely on collections from church services for their income. Due to the pandemic and closing of church services, these funds have diminished drastically. The clergy are therefore struggling to buy basic food items. The appeal, from 29<sup>th</sup> November to 7<sup>th</sup> December, asks churches to consider a donation. **SW will publicise the appeal in Benefice Post.** PW proposed and AG seconded that the PCC underwrite the donations received by sum of £300.00. All PCC members present in favour.
- Request from AG, for a Christmas gift for the Rocks family (our Church Mission Society link). A gift of £300 was suggested to put towards their new home. KBr and all PCC members present approved.

7. **AOB** None presented

8. **Date for next meeting** Wednesday 13<sup>th</sup> January at 7.30pm via Zoom

9. **AH** closed meeting with a prayer

Signed \_\_\_\_\_

Date \_\_\_\_\_