

**Minutes St Aldhelm's DCC**

**09/09/2015**

**Present:** Alan Baker, Diane Davies, Jean Uren, Juliet Wynne, Andrew Doarks (Chair), Rachel Ireland, Vicki Rees, Helen Kilroy, Rachel Huxley

**Apologies:** Jenny Slee, Lal Heaton, Wendy Clarke, Rachel Wakeford

The meeting opened with prayer.

**Minutes from Previous Meeting:** agreed as accurate and signed by the Chair. There were no matters arising, which were not already on the agenda.

**Vicar:**

**Rotas** - AD requested people to check rotas in advance and swap with appropriate person for a particular role if you are unable to fill it on a given day, informing AD of changes. **Action:** AD to provide lists of people carrying out roles - preachers, intercessors, readers, Eucharistic assistants.

**Children's Worker:** Sarah Dodd has been asked by St Francis to assess the potential role of Children's Worker. AD is keen to work any ideas across the whole parish including St Aldhelm's and YWAM. Work to be carried out September-November

AD going to Global Leadership Summit at Woodlands Church 9-10th October. If anyone else would be interested in attending, please speak with him.

**Communication:**

We are moving to a joint newsletter with St Francis to include all events, including those in the longer term, although with less detail for those. The aim is that this will be mainly accessed electronically, but paper copies will be available for those who do not have Internet access.

The web-site will include links to the St Francis Centre.

Forthcoming events were mentioned - harvest, confirmation (25th Sep at St Francis), and carol service. There was discussion around best date for the carol service and there was general agreement that Sunday 20th would be better than Wednesday 16th (Christmas falls on a Friday this year), with a start time of 7.00pm. **Action:** HK to check on Pigeon advert deadline.

**Action:** AD to confirm Liz Turner's availability for the 20th & 16th.

Contact details from St Francis' electoral roll - **Action:** HK to distribute further hard copies of these to DCC members and other key people at St Aldhelm's.

**Safeguarding:**

Lal Heaton has checked policy and added some details for contacts. It was agreed that it would be sensible to adopt same policy for St Aldhelm's and St Francis.

As a training process, AD read key points from the policy and there was a time of question & answer. This will be repeated at future DCC meetings to remind members of policy, process, and responsibilities. There was some discussion on the issues around unsupported vulnerable adults in services.

No instances of safeguarding were raised.

One amendment to the policy is to be confirmed by LH.

VR will be the designated person. It was confirmed for those present that Di Hendrie is the parish safeguarding officer, for children only.

**Action:** Agenda item for next DCC under safeguarding is to be the issue of unsupported vulnerable adults. It is also noted that this is a likely area for the Pastoral Care sub-group to cover.

**Health & Safety:**

The PAT testing is almost complete. Action: AB to check with Alison Haynes on statutory frequency for PAT testing.

The wiring in the vestry is still to be fixed.

**Action:** AB to set up timetable for 6 monthly visual checks for Health & Safety.

**Fabric:**

Letting agreement -**Action:** RH to check that it fulfils the requirements

Insurance Policy - JS had felt that we would be better to move away from current high cover with no excess. Action: RH to check though options and guide us on best option.

AD asked us to pray and think about our parish share pledge. This year we are paying £8,000 pa after several years of paying substantially more. To put it into context AD reminded us that for a half-share of a priest, the cost to the diocese is £30,000 pa. Action: all DCC members to look at the diocese web-site - <http://www.bristol.anglican.org/2015/playing-our-part-through-parish-share/>

**Churchwarden Role:**

Need to have a team approach to support HK as churchwarden. There are a lot of jobs to do and HK would particularly value help on the fabric side of the role. She has found the spiritual side of it very fulfilling. We are reminded that there is still a vacancy as churchwarden to fill.

**Vision Day:**

AD reflected that we are best as individuals to focus on what we have a passion for. As we are then best motivated to get something done. However, we do have other business to sort out, and we need to remember what ultimately that helps us achieve our other aims.

**Finance:**

There was a brief discussion on whether we should continue to have designated charities supported by a share of general giving or only from donations at specific events or services. Action: this is to be fully discussed by Finance sub-group when it is formed, but until then we will follow the pattern of donations from specific events & services.

*Minutes taken by AB*