

15/06/16 DCC Meeting

The Reverend Andrew Doarks (AD) (Chair)

Those present;

Dianne Allen(DA), Chris Allen(CA), Jonathan Etheridge, (JE) Anita Manning (AM), Dave Lane (DL), Allison Haynes (AH), Sheila Lilliman (SL), Pat Brown (PB), Pam Selley (PS), Chris Gercke (CG Visiting placement student from Trinity College), Elaine Jones (EJ), Zuzana D'Acri (ZD), Phil Manning (PM)

Andrew started the meeting at 19:52 with a passage from Luke, which was discussed in pairs.

ITEM SUBJECT

1.0 Thanks to Jonathan for taking the minutes from last week

2.0 Alteration To Last Previous Minutes; Item number 8 about the new prayer meetings taking place said they were every Monday and Friday, but they are only on Monday's at 9am.

3.0 How's Joy Clarke?

She died at the time we were praying for her.

Gardening: Andy has volunteered to do the lawn mowing, and Allison's son did some weeding outside the church

St Aldhelm's is going to vote about the 'Sharing The Space' proposal at their DCC on July 13th

4.0 Andrew now has more discretionary funds from Anita, and will let you know as and when they are spent.

Correspondence:

Andrew was supposed to write to Mr. Young about his donation for the organ, but hasn't got his address. JE to email AD with details.

There was a sign made for the Health & Safety Incidents book in the church kitchen, which has now been put up.

- 5.0 Correspondence;** has anyone been written to? Chris had a letter from George Carr about a cordless trimmer that we allegedly bought from him, saying that it could blow up at any point, but Chris believes that it actually belongs to someone else, and has let them know that it might blow up.

F.L.O.W.:

- 5.1** Suzie: One important thing we did last month was getting together the 'family and children's' group, where we planned the Queen's Sunday service and the North Street Fair. Another event coming up is Sunday-school Sunday on the 17th July, which will look very similar to the Queen's birthday. There will be a Sunday school social afterwards. After that there will be no Sunday school during the summer, until the second Sunday of September. We will hopefully have a big
- 5.2** reboot, hopefully getting a children's worship leader or someone to get more kids from the schools etc. to come. There is money in the children's budget for that.

Zuzana wants to make the music room brighter since the Sunday school happens in there. Is that a problem?

- 5.3** Allison says bring it up at next meeting, because there are hoops to jump through because we need faculty permission to change the colours of the walls etc.

Play and Pray has been going very well, we did the posters that are up in the church, and are doing the good shepherd next week. Parents who don't believe in God are still letting their kids go into the play and pray area, so it is a really good mission. Allison pointed out that the photos on Facebook are great. We are going to look into spreading the word to more churches, so they can bring their kids as well.

5.4 Zuzana is pregnant, and due in October, and is planning to take 6 months' maternity leave, but will be working out how things can run with her gone

StFrancisBS3 is our new twitter account.

5.5 Andrew thanks Zuzana for everything, it's clear that she has been very helpful already. Pam pointed out that the notices she put up were very helpful.

Andrew- the service on Sunday had great feedback, and the picnic was great. We are wondering if we can reinstate uniformed remembrance because it seems that that is wanted.

The children loved it and were proud that their group flag was flown.

5.6 **Standing committee;**

AD: We want to continue having baptisms during a main service even though it can be riotous, but if we could encourage people counter intuitively to stay at the back with all their children, because they can entertain them there. People don't know what offertory means and that the offering is optional, so we need to be aware of that, and help them. We need to make sure that parents supervise their children.

6.0 Zuzana points out that there was a poster put up this week for that.

7.0 **Action** DA points out that we could point out some of these things at the baptismal visit beforehand.

What do we do when the adults start talking during a service? We need to be directive, but welcoming and friendly

7.1 **Video screens** and purchasing new hymn books also talked about at Standing committee. Whatever new hymn books we get we will get Braille and large print copies as well. Perhaps Jonathan can also have a look, Jen is and does Phil have any ideas about resourcing?

7.2 **Church Wardens Report:**
CA – shrubbery out back is starting to grow back with deep roots/ there was a

7.3 time when people would go and chop them back, but not the roots. We need to get a machine to pull it out. Allison points out that that will come out of a designated fabric/budget and can be dealt with afterwards.

Fabric Update;

AH began fabric update

Finances Update:

Church account - £17,200

Deposit account - £21,500

7.4 National Savings account - £11,200 (fabric account)

We are within budget, but we have some expenses coming up.

The mission fund:

Needs to be reviewed at some point. It needs to be looked into in and decided upon.

Sale of land:

Balance sits at £21,500. We could make proposals to make improvements to the fabric with that, but not renewals such as chairs or decorating

7.5

There is a £3,000 budget for fabric and we meet every 3 months

7.6

Carpet

Due to health and safety carpet must be replaced, main carpet is 25 years old, and it is peeling back. It is puckering and now represents a Health and Safety tripping hazard. We would like to replace it all with carpet tiles £9,610 entire sum clearance, labour or £11,300 with better quality tiles.

Proposed to start week commencing 25th of July when Scramblers is not happening and can be done within 3 days.

If we keep the carpet a similar colour, we won't need faculty permission. Allison recommends the dearer. We extensively looked at this two years ago, but decided then that we would let the carpet go for as long as it would last. The seams are peeling back.

If we don't decide now we will have to find another slot to have it done

7.7

Vote in favour of proceeding with the higher standard tiles;11 for, and none against.

We would like Zuzana to be on the DCC so she can vote, but it needs to be looked into.

7.8 **Stained glass windows:**

We don't have a health and safety problem, but the windows are all 62 years old and we have never done any maintenance on them

The company has said they will for £13,000 to do **ALL** the work including fixing broken panes etc all cracked and discoloured

8.0

We could do a 5 year program where the company would do two or three big windows which would be £2,700 per year, for 2-3 weeks, with a tower inside to fix them. That would leave us with a very good condition windows ready for the next 20 or so years.

Vote for 5 year plan – unanimous.

Policy on fund-raising:

Talked about the need to improve our process and communication around events like St Georges day. Need to be clear why we are doing it and where money raised is going. Do we need a policy about raffles so we know where we stand?

8.1

If we are raising money for a charity, it is okay to do a raffle, but we should make it very obvious what charity the money is going to

8.2 **Event Planning:**

Whenever we put on an event there is a series of things we need to go through every time. If between us we could make a list of questions to be gone over every time.

9.0

ZD suggests we make one.

North Street Fair:

ZD put out a sign up sheet at the standing committee for volunteers. We have some, but she hasn't checked yet if she has enough.

AD: Because we left it to chance, on the Sunday morning of the Arts Trail only one person was around to do all the clearing up. We should be making a rota for these things, so that people come in to do the clear-up and etc.

ZD will still contact all the volunteers and make sure they know when and what they are doing.

9.1

Jen is stuck doing the face painting on her own, AH– we should get some pictures to have out, is there anyone who is willing can just copy them? One person is coming to help for a few hours during the day.

ZD is going to have a **design meeting** before any event that is in preparation, so that anyone who wants to have a say has a chance.

10.0

There will be a comprehensive schedule of what is happening at the North Street Fair in the office this Sunday so have a look if you want.

Upfest: wrong dates in the weekly bulletin.

4x4:

We need to get into our head that we will be getting together to talk and pray about it on the fourth Sunday of every month in the lead up. The next one will be the 4th Sunday of this month, the 26th June.

11.0

This is going to be aimed at families with young kids, families with slightly older kids and families who want to get away from their kids. What if we had different zones, for the different types of people. A bible study for the parents, a number of people were looking at it thinking what would I want out of this service, but we need to be thinking about what the people out there want.

Some people point out that people will need to feed their kids at 5, can we have people bring food or something? The more research we do the better.

Pam – something we will need for events like these is visual aids. We could do this for about £2,000, to get a big screen, wi-fi boosters, a stand and a laptop, etc. Pam is very happy to donate that money.

Thanks Pam!

For screens – AD Hymns don't work, but for once off things like the Queen's Birthday liturgy. For things like that we will get Braille and large print copies.

Expectations of being a Team Leader:

Apart from finance and fabric, all of these sub-groups have been going in jumps and starts. It is making you the point of contact. If you have a pastoral care question or comment, you would go to Pat – that doesn't mean she doesn't do all the pastoral care, she is the team leader.

You can all belong to different teams. Andrew will meet with each of you to talk about how often will you meet, when will you meet, is there anyone else who should be asked to be on the team, etc. so that the DCC doesn't need to talk about all of these things. Instead, you bring decisions to the DCC, like the finance and fabric group does.

Is it worth reminding people what is a church warden is? We might need to have a little blurb, saying what different positions mean.

12.0

DCC Roles:

Allison - Fabric team leader and Human Resources line manager

Nick Kirk – Fabric team member

Dave Lane – Communications team leader

13.0

DCC Secretary – Vacant

Tony Riga – TBD

Joanne - missions team leader, Deanery Synod rep

Jenny Richards- Creative Worship leader

Pam Selley -Formal Worship Team Leader

Sheila Lilliman – Disability Awareness Leader

Pat Brown -Pastoral Care

14.0

Jonathan Etheridge – Organist

Di Allen – Life Events team leader (weddings, baptisms, funerals)

These teams are here to plan things and set things up, but decisions are still to be brought to the DCC. Planning and action meetings that may only happen quarterly. You can put up a sign up sheet to a meeting about disability awareness, and attract people who are interested.

Clarity is needed on when will these teams meet and what will the outcome of the meetings be. One of the first things these new teams need to do is learn their perimeters, so people aren't covering the same things as each other or missing spots.

What is the actual authority of the sub groups? None - They make suggestions, and the DCC makes those decisions. Some things they can make a judgement on, but bigger things need to be decided in the DCC. E.g. Themes to do in Sunday school can be decided by children and families group, but if you want to paint the music room the DCC needs to make that decision. There isn't a definitive list of what needs to be decided where. If it affects everyone, it always needs to be decided in DCC.

Does anyone want to be vulnerable adults team leader?

Andrew will ask Tony.

Review Day:

The final step of our mission action plan is to review what has been done, in the last year. We need to agree when our next vision day will be. Before or after summer holidays?

Phil has 17th of September. If there are things you want to feed into that meeting, please do. We will be reviewing the year.

Review of this meeting

AD and AH attended CPAS training on effective DCC meetings. We need to be mindful that we are the only people who can set policy at the church, the only people who can help the heavy legal things etc to work, so in order to really focus on those big heavy things, we need to pass more on to the next layer, so we have the ability to focus on what needs.

PS looking into what we need on terms of paperwork. It goes to the diocesan repository, so we don't need to keep it all in the church. We now know what needs to be kept, for how long.

Zuzana will initiate a meeting to talk about the history of the church, drawing out the culture of the church for the marketing. People interested in coming; Phil, Zuzana, Andrew, Dave, Jen

Are there too many meetings? If the amount of meetings is hindering us from being involved and getting things done, then maybe something needs to change. We could make the sub groups more effective, with more delegated authority which would free different people up to move forward. We can't do away with meetings, but we seem to be having more meetings than doing things.

We closed with a prayer at 21:51.