

Holy Trinity Church

Sharing the love of Christ in Frome


PCC Meeting minutes

Date	Wednesday 17 July 2024 at 7pm	
Attendees	Ian Snares (Vicar/Chair), John Bedford, Fiona Carruthers, Dave Dunn, Phil Gray, Ruth Haines, Susannah Hanson, Gary Lee, Alastair Marshall, Sue Marshall, Sue Martin, Tony Perry, Chris Round, Trevor Shortman, Sam Thompson	
		Action
Welcome, introduction and prayer	Ian opened the meeting by reading verses from 1 Peter 5	
Apologies for absence	Mike Adams	
Approval of Minutes: 22 May 2024	The minutes were signed as a true record of the PCC Meeting held on 22 May 2024.	
Matters arising (not on the main agenda)	Previous Parish Nurse Fund is the Social Care Fund. Further clarity required on its remit and who has the authority to use it Areas of training to be deferred to an autumn meeting	? tbc
Appointment of PCC officers	Health & Safety officer: Trevor Shortman, proposed by Dave Dunn, seconded by Sue Marshall Electoral Roll officer: role description still to be written	IS
Ian's update	Being church together: September to be used as a month to 'get to know each other'; themes to be around what it means to be together. Ref: last verses of Acts 2. Team has met to discuss small groups (Ian, Sam, Karen Whitewood). Stewardship to be a focus in October. Children and Youth: Anne Herridge arrives in Frome on 4 August. Mission to our community: where and what next? Operations and governance: Thanks to Sue Marshall and Brigit for the work being done on operations. Microsoft Office 365 to be implemented and possibly moving to Church Suite. Part of admin role to be committed to comms.	
Financial Update	2024 update: 2023/2024 graphs tabled. Position across the two years very similar (although had hoped to be 10% higher in 2024) and still expect to be in deficit at the end of the year (as budgeted) Stewardship and fundraising: Aim for a campaign to begin in October General Fund: approx. £44K (Parish Share £110K) Children & Youth Fund: a little below £40K, monthly income over £2K	

TEN appeal: £1,160.41. Final appeal for donations in church on Sunday. As it stands now, a donation of £1,500 was agreed but with four wishing to send a greater amount	IS
<p>Alpha and evangelism</p> <p>Alpha course scheduled to run in September, publicity progressing. Need more small group leaders</p> <p>September PCC meeting to move to Thursday 26 and November meeting to Thursday 21 – both starting at 7pm</p>	All
<p>CAP report</p> <p>2023: more than 50 potential clients. Half had unmanageable debt and went through CAP programme. Others were helped to resolve issues in other ways. Successful fish & chips night held for clients followed by a BBQ & games night in May. Some came to services over Christmas, particularly Carols in the Churchyard. 3-year grant (£43K) secured on the proviso a further £17K was raised – £20K achieved</p> <p>2024: 12 clients through CAP programme + 18 further clients. Needs support to run the CAP Money Course – has funding and venue but needs a facilitator/administrator (no financial knowledge required!)</p>	
<p>Welcoming new staff</p> <p>Sam thanked everyone for the supermarket voucher. Contact details: mobile no. 07721 695015; sam.thompson@holytrinityfrome.com</p> <p>Anne's start date: 1 September. Welcome gift to be arranged. Son moving with Anne and Stuart, daughter remaining in Canada. Please pray for them</p>	All
<p>PCC Away Day</p> <p>Arrive by 9.30am, finish at 3.30pm. Draft programme circulated previously.</p>	
<p>Deanery and Ecumenical Matters</p> <p>Frome Deanery Synod report and Deanery update: small deanery with many vacancies so aiming to share Area Dean responsibilities. Liz Dudley taking on the Vacancies; Ian to be Assistant Area Dean taking on the Mission and Pastoral Committee; Jo Robinson newly installed in Beckington</p> <p>FACT update: none received. Chris Round to introduce Alastair to Ian Crook to determine our donation (min £50). Invoices would no longer be issued.</p> <p>Diocesan synod (Ian to join in the autumn): new scheme for Parish Share proposed, which would reduce our Parish Share but include an additional payment to support other parishes.</p>	CR
<p>Fabric and Maintenance</p> <p>Scope and budget for Facilities team: changes to paper circulated previously requested, i.e. references to weed removal, cleaning and faculty applications to be deleted. Sue Marshall, IS, CR to discuss the roles and responsibilities further.</p> <p>Chimney removal faculty: PCC approved a full faculty application be submitted for the removal of the redundant chimney including any associated Church Architect fee involved in this application.</p>	SM, IS, CR

Hall redecoration: done – thanks to Jonathan Churchyard notices: IS and CR to agree wording Eco team: no update	IS/CR
Reports Health & Safety: TS familiarising himself with documentation and procedures. To consider storage of round tables Safeguarding: PCC members requiring training to expect an email from disclosure@thirtyoneeight.org . DBS checks have been done for Anne Herridge. Police check in hand. Registered for Safeguarding Sunday on 17 November but this clashes with CAP Sunday so to move to 24 November Presentation of Terrier: Sue Marshall compiling the required documents. Proposing we have paper and electronic copies once collated.	
Trinity School Looking for additional governors. Duties will reduce once the school joins the multi-academy trust in October	
AOB None	

The meeting closed with the Grace at 21:20.

Signed.......... Date.....2/10/24.....

Chair: Reverend Ian Snares

Future meetings

Standing C'tee (tbc)	PCC – new dates/7pm start
<i>11 September</i>	26 September
<i>6 November</i>	21 November