

## WOODBRIDGE COUNCIL

Minutes of meeting Wednesday 21<sup>st</sup> March 2018 at Lea Church Room at 7.30 pm.

Present: Rev Steve Wilkinson, Chair; Dave Smith and Mark Edwards Lea; Roger Sherhod , Brinkworth; Margaret Lewis and David Briggs, Garsdon.

1. **Opening prayer** was led by Steve Wilkinson.
2. **Apologies** were received from, Velma Oxley, Mike Graham, Tony Yates, Jane Briggs, Basil Miles and Richard Wood, Michael Bromley Gardner, Cec Smith, Robert Gawthrop.
3. **Minutes of last meeting** 17<sup>th</sup> January 2018 were agreed and signed.
4. **Matters arising not covered on agenda** – None
5. **Benefice Update** –
  - a. **WT THRIVE** – Steve reported that a number of “Green Forms” had been returned and that the deadline for return is end of March. It was suggested that as the emphasis of this mission initiative was to “bring more people to church” the it might be appropriate to produce a slightly amended version of the form for a wider distribution, such as through our church schools. Steve agreed to take this forward.”The 'PCC Tonight' session will be held on Saturday June 2nd as a half day (morning to early afternoon). All PCC members will be encouraged to attend. Venue and more details t.b.a. **Action Point 1. SW x 2**
  - b. **Reports from Garsdon and Little Somerford Parishes** –
    - i. **Garsdon** – David Briggs reported that Planning Permission had now been granted for the extension and that the DAC had agreed a Faculty Application in principle subject to clarification on three points – these were being addressed.
    - ii. **Little Somerford** – No report.
  - c. **WT Safeguarding** – Heather was thanked for her report which was noted. Steve will consult Heather about a Safer Recruitment Policy. **Action Point 2 SW**
  - d. **WT 2018 Group Harvest Supper** – Saturday 29<sup>th</sup> September – date confirmed. Timings and venue tba. All parishes to hold their own Harvest Festival Services the next day in accordance with local custom.
  - e. **Morning Prayer** – the following rota was agreed - Summertime: Monday: Brinkworth; Wednesday: Little Somerford; Friday; Garsdon. Wintertime: Monday: Great Somerford; Wednesday: Lea and Friday Dauntsey. Morning Prayer starts at 9.00.
  - f. **WT Mike’s Priesting Date - Sunday 1<sup>st</sup> July at Bristol Cathedral at 10.30 am.** A 8.00am Holy Communion Service will be held at Great Somerford. A coach will then depart from Great Somerford at 8.45am arriving at the Cathedral at c9.45. After the service it will depart from the Cathedral at 1.00pm arriving at Great Somerford c 2.00 pm. A Celebration Party will then immediately follow at Brinkworth Village Hall. More details to follow. Diary notes recommended.
6. **Ministry Team** –
  - a. **Spring 2018 Rota** – little change from previous versions.
  - b. **Summer 2018 Rota** – skeleton version issued and noted. Given the recent bad weather on two Sundays in March, it was suggested that an “Emergency Rota” be agreed by the Ministry Team.
  - c. **Lent Course 2018** - The five weekly sessions on the Creeds had been well attended by up to 28 people. The quality of presentations by members of the Ministry Team had been much appreciated, as had the style and format.

- d. **Travel Expenses for Ministry Team** – Steve wishes to encourage the team to accept appropriate fees from occasional services etc. Steve to discuss with Ministry Team. The WGC confirmed that normal Ministry Team expenses should continue to be shared across parishes through the quarterly invoices. **Action Point 3 - SW**

## 7. Administration –

- a. **WT Parish Giving Scheme** – David reported that the system was working well in the parishes that had adopted it. Little Somerford and Brinkworth parishes had also agreed to join.
- b. **WT APCMs** – Steve indicated that so far he had been pleased with the way in which parish officers had taken responsibility for organising their APCMs. He will report again after all meetings had been held.
- c. **WT General Data Protection Regulation (GDPR)** – Mark Edwards reported that he was still exploring the implications of this on our parishes and would be attending a diocesan event on this topic very shortly. Any organisations, under the umbrella of PCCs, maintaining databases would be brought within the scope of these regulations. **Action Point 4 – ME**
- d. **Sound Systems** – Steve reported that Dauntsey was about to receive a new system and that one for Brinkworth would follow
- e. **WT Lightning Conductor Tests and Fire Extinguisher Training** – Roger Sherhod introduced these two topics. As regards the former item it was suggested by Steve that he speaks to Richard Wood at Great Somerford who has some experience with these. As regards the latter, Roger kindly agreed to carry out some more research. **Action Point 5 – RS**
- f. **WT Newcomer Pack** – this was thought to be a good idea. It seems that a “Pack” existed a few years ago. Dave Smith and Margaret Lewis kindly offered to see what files they might have on this and will report back. **Action Point 6 DS & ML**
- g. **WT Treasurers Meeting** – Steve said that he intended to invite all Treasurers and one other parish officer to a meeting to discuss ways of working better for the benefit of the Group. This was fully supported by members.

## 8. Treasurers Report –

**WT Present Financial Position** –The accounts for the two months to end Feb 2018 were tabled. No significant issues. A copy of the accounts will be circulated, together with Michael’s commentary. The Secretary will liaise with the Treasurer and his predecessor regarding a suitable auditor. **Action Point 7 - DB**

## 9. Items for future meetings –

- a. **Parish News / Communications**
- b. **H R Policies**

10. **Date of next meeting – Wednesday 16<sup>th</sup> May 2018 at 7.30 pm.**

11. **Dates of future meetings for 2018: 18/7, 19/9, 21/11.**

12. **AGM: Sunday 27<sup>th</sup> May at Great Somerford after the Group Holy Communion.**

13. **Grace – the meeting closed at 9.25 pm and Grace was said.**

**WT = WORKING TOGETHER**

## APPENDIX – ACTION POINTS

1. **THRIVE – a)“PCC Tonight” Event to be organised and b) Additional Green Form – SW**
2. **Safeguarding – Safer Recruitment Policy - SW/HL**
3. **Min Team Expenses - SW**
4. **GDPR –investigations to continue - Mark Edwards**
5. **Lightning Conductor Tests and Fire Extinguisher Training – RS**
6. **Newcomer Pack – DS and ML**
7. **Auditor - DB**