



WOODBRIIDGE COUNCIL

Minutes of meeting Wednesday 13th February 2019 at Lea Church Room at 7.30 pm.

Present: Rev Steve Wilkinson, Chair; Tony Yates, Anna Kent, Great Somerford, Roger Sherhod, Brinkworth, Mark Edwards Lea, Robert Gawthrop, Little Somerford, Cec Smith, Dauntsey, Margaret Lewis and David Briggs, Garsdon. Clare Beazley for item 5.

1. **Opening prayer** was led by Steve Wilkinson.
2. **Apologies** were received from: Mike Graham, Michael Bromley Gardner, Richard Wood, David Topp and Jane Briggs.
3. **Minutes of last meeting** 21st November 2018 were agreed and signed.
4. **Matters arising not covered on agenda** – None
5. **Administrators Hours** – Clare, our Payroll Administrator, sought our confirmation that Maggie's annual holiday entitlement was intended to be seven weeks on a full time basis. This was confirmed.
6. **Benefice Update** –
 - a. **THRIVE** –
 - i. Feedback from Discipleship Session – this topic will be the theme for the 2019 Lent Course, which will commence on Tuesday 12th March and finish on Tuesday 9th April at Lea Church, 7.30 pm to 9.00 pm. The Thrive team are also planning a "Pub Church" in Brinkworth and Lea. **TGIF Service** (Thank God Its Friday) The first service of worship songs and open prayer will be held at Lea on Friday 15th February, and will repair to the Rose and Crown afterwards.
 - ii. Advent and Christmas Services – Steve said that a good pattern had been established and that attendances, particularly at Barn Nativity Services, continues to be very encouraging.
 - iii. PCC Tonight – all PCCs are engaged with this initiative and further reports will follow. Garsdon had completed the course. Steve is hoping to offer combined sessions for two parishes.
 - iv. Reports from Dauntsey and Great Somerford Parishes

Dauntsey – Cec reported that the Archdeacon's Inspection had gone well with only minor comment / advice. He also said that fund raising was underway to help with cost of, likely ongoing, window repairs.

Great Somerford – Anna and Steve said that phase two of the re-ordering was going very well, with new vestry now in place; re-arranged pews in north aisle and that the children's corner had moved and was now more visible.
 - v. **Safeguarding** – Heather's report was accepted. Great Somerford are hoping to arrange some training and this will be available to the group as many people are in need of updated training. **Action Point 1 – Great Somerford**
7. **Deanery Mission Area** - a Job Description was being finalised for the Associate Minister, to be based at Malmesbury Abbey, and that it was hoped to advertise this position in March.
8. **Ministry Team** –
 - a. **Spring Rota** – Steve circulated an updated rota which showed that Graham Archer, Acting Archdeacon of Malmesbury would be presiding at Holy Communion at Dauntsey and Garsdon on Easter Sunday.

- b. **Archdeacon's Inspections** – these had been carried out at Brinkworth, Dauntsey and Lea. All satisfactory with only minor issues. Steve stressed that PCC's should not be overly concerned as advice and suggestions being made were to help them.

9. Administration –

- a. **Newcomer Pack** – David thanked Mark for his template which had helped Garsdon produce one. Other parishes were encouraged to consider producing their own if they did not have one already.
- b. **Parish Share** – Steve tabled a paper showing pledges made by parishes for 2019. There is a shortfall of some £1,000 in covering the cost of ministry in the group. Please see table attached.
Action Point 2 - SEC
- c. **Woodbridge Group Website** – Steve advised that our web designers were progressing with this and showed those present what it might look like. He will chase up for delivery date and arrange for training those who might be interested in this.
Action Point 3 - SW

- 10. Treasurers Report** - The accounts for the period to 31st December were accepted. To be circulated. Members were very grateful to Michael Bromley Gardner for all his work on these during the year. A note of thanks to be sent.
Action Point 4 - SEC

- 11. Any other business** - Steve asked if we would contribute towards the cost of coffee, a £42.50 pack, provided at Lea Church during Group events held there during the year. This was approved unanimously.

12. Items for future meetings –

- a. **Parish News / Communications**
- b. **H R Policies**
- c. **Parishes Sound Systems**
- d. **Fire Safety / Health and Safety – Audit / Risk Assessment -Persons responsible in Parishes.**

- 13. Date of next meeting – 22nd May**

- 14. Dates of 2019 meetings - 14th August, 13th November. AGM following Group Service on Sun 26th May.**

- 15. Grace – the meeting closed at 8.55 pm and Grace said.**

APPENDIX – ACTION POINTS

- 1. SAFEGUARDING TRAINING – GREAT SOMERFORD**
- 2. PARISH SHARE – 2019 PLEDGES - SEC**
- 3. WOODBRIDGE GROUP WEBSITE - SW**
- 4. TREASURERS REPORT - SEC**