



WOODBIDGE COUNCIL

Minutes of meeting Wednesday 18th July 2018 at Lea Church Room at 7.30 pm.

Present: Rev Steve Wilkinson, Chair; Richard Wood, Great Somerford; Stephen Tuck, Brinkworth and David Briggs, Garsdon.

1. **Opening prayer** was led by Steve Wilkinson.
2. **Apologies** were received from, Mike Graham, Tony Yates, Jane Briggs, Cec Smith, Roger Sherhod , Robert Gawthrop, Margaret Lewis, Anna Kent and Michael Bromley Gardner,
3. **Minutes of last meeting** 16th May 2018 were agreed and signed.
4. **Matters arising not covered on agenda** – None
5. **Benefice Update** –
 - a. **THRIVE** – Steve reported that the group attended a workshop in May and that an action plan, attached, had been produced It includes simplifying PCC meetings, exploring the possible creation of a “Pub Church”, the latter being an idea from the recent skills survey. Reviewing the Pastoral Care Team, where some fourteen people had expressed an interest in helping. Also to review our prayer life and produce a photo of ministers/ PCC members for each church.
Action Point 1 SW/ Thrive Team
 - b. **Reports from Brinkworth and Great Somerford Parishes** –
 - i. **Brinkworth** – please see report attached
 - ii. **Great Somerford** – Richard Wood paid tribute to the late Alison Davies and said how much the parish was missing her as she had contributed a huge amount to the life of the village and church. Formal Faculty awaited for the internal re-ordering of the church. Fund raising continue with over £11k raised so far this year. £2k also expected from WHCT and £5k raised from the Fete.
 - c. **WT Safeguarding** – Heather’s report, already circulated, was noted.
 - d. **Mike’s Ordination** – all went well and travel arrangements went smoothly. There was a net cost to WGC of £90 as coach was not as full as anticipated. This was accepted by members. In recognition of the day and as a gesture to Mike, it was also noted that the WGC had funded the cost of refreshments at the celebration gathering in Brinkworth Village Hall after the service.
6. **Ministry Team** –
 - a. **Autumn 2018 Rota** – an updated version was issued and is also on line. There may be some slight changes to the rota in connection with Great Somerford services in December. Steve will review.
Action Point 2 SW
7. **Administration** –
 - a. **General Data Protection Regulation (GDPR)** – c/ fwd to next meeting. **Action Point 3 Sec**
 - b. **Lightning Conductor Tests and Fire Extinguisher Training** – see 5bi. above
 - c. **Newcomer Pack** – c/fwd to next meeting **Action Point 4 – ME/Sec**
 - d. **Woodbridge Group AGM – 27th May** – generally positive feedback
 - e. **“PCC Tonight” – Saturday 2nd June** – c/fwd to next meeting. **Action Point 5 Sec**
 - f. **Administrator’s Holiday entitlement** – Having investigated the situation Steve suggested that we increase Maggie’s holiday entitlement to twenty eight days, to include four days off after Christmas, and plus statutory Bank Holidays. This is in line with general practice elsewhere. This proposal will also need to be supported by the Draycot Benefice as they share part of the

running costs of the Parish Office. Otherwise members supported these arrangements.

Action Point 6 SW

8. Treasurers Report –

- a. Present Financial Position** –The accounts for the six months to end of June 2018 were noted. The treasurer also encouraged PCC Treasurers to settle their accounts promptly. A copy of the accounts will be circulated with the minutes.

9. Any other business -

- a. PAT Testing for the Group** – Brinkworth, Garsdon and Great Somerford parishes wished to participate. The Secretary will ask the other three parishes if they too wish to participate. Thanks to Nigel Higginbottom for offering to co-ordinate.

Action Point 7 Sec

b. Group Harvest Supper on Saturday 29th September at Brinkworth Village Hall at 5.00 pm

– It was agreed that we should aim to attract and involve families at this new event. For simplicity refreshments will be provided. Steve will be approaching a few people to help organise it. Further details to be advised, via Parish News, including cost of tickets. **PLEASE**

MAKE A NOTE OF THE DATE IN YOUR DIARIES.

Action Point 8 SW

- c. Licensed Lay Ministers – Renewal of Licences** – Steve will be approaching PCCs to agree that in future the WGC will deal with this. The rationale for this is that all LLMs are engaged across the group rather than just as single parish.

Action Point 9 SW

10. Items for future meetings –

- a. **Parish News / Communications**
- b. **H R Policies**
- c. **Parishes Sound Systems**

11. Date of next meeting – Wednesday 19th September 2018 at 7.30 pm.

12. Dates of future meetings for 2018: 21/11.

13. Grace – the meeting closed at 8.50 pm and Grace was said.

APPENDIX – ACTION POINTS

- 1. THRIVE – SW/ Thrive Team**
- 2. Autumn Rota SW**
- 3. GDPR – c/fwd Sec**
- 4. Newcomer Pack – ME**
- 5. PCC Tonight - c/fwd Sec**
- 6. Administrator Holiday Entitlement – SW to liaise with Draycot Benefice**
- 7. PAT Testing Sec**
- 8. Group Harvest Supper SW**
- 9. Licensed Lay Ministers – Renewal of Licences SW**