



## WOODBRIIDGE COUNCIL

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

Present: Rev Steve Wilkinson, Chair; Mike Graham, Anna Kent, Richard Wood, Great Somerford, Roger Sherhod, Stephen Tuck Brinkworth, Mark Edwards Lea, Robert Gawthrop, Little Somerford, David Briggs, Garsdon.

1. **Opening prayer** was led by Steve Wilkinson.
2. **Apologies** were received from, Tony Yates, Jane Briggs, Cec Smith, Margaret Lewis and Michael Bromley Gardner,
3. **Minutes of last meeting** 19<sup>th</sup> September 2018 were agreed and signed.
4. **Matters arising not covered on agenda** – None
5. **Benefice Update** –
  - a. **THRIVE** –
    - i. Feedback from Discipleship Session - Steve gave an update on items that had been discussed by the group – please see attached sheet as work in progress.
    - ii. PCC Tonight – all PCCs are engaged with this initiative and further reports will follow.
  - b. **Reports from Garsdon and Little Somerford Parishes:**
    - i. Garsdon – David reported that the PCC will be discussing their response to a positive DAC report following a recent visit to the church by them. Discussions will include the provision of toilet, hospitality and storage facilities within the church rather than in an expensive extension to it. David was also pleased to report very high attendance figures at the recent Remembrance Day service – some two and a half times increase over the average over the last four years.
    - ii. Little Somerford – Robert Gawthrop reported on a very successful Harvest Supper which was very well attended and appreciated by the local community. The church organ will also require some major refurbishment work, likely to cost some £3k.
  - c. **Safeguarding** – Heather was thanked for her report which was accepted.
  - d. **Armed Forces Benevolent Trust** – Roger said that he had received some very encouraging feedback on the Remembrance Day services and use of the seated Perspex “Tommys”. He asked parishes to send in photographs and stories of their use as he was required to submit a response to the Trust. He also reported that there had been very favourable comment on the special display in Brinkworth Church. He was thanked for all his work on this. **Action Point 1 PCCs**
  - e. **Group Harvest Supper** – this was much appreciated by those attending, even though numbers were modest. Thought best to leave it to each PCC to decide on its approach in future. Thanks were expressed to the Brinkworth Team for their excellent organisation.
  - f. **Deanery Mission Area** –
    - i. Use of Prayer Cards – some use being made of them so Steve encouraged their wider use where possible.
    - ii. Appointment of new Associate Minister – Area Dean is asking PCCs to offer their thoughts on items to be included in the Job Description for this new appointment. The post holder will be instrumental in driving mission initiatives and not sustaining “maintenance”. It is hoped to advertise this post early in the New Year. **Action Point 2 PCC Secretaries.**
    - iii. PCC Briefing Paper on our Mission Area to be circulated to all PCC Members via PCC Secretaries please see attached. **Action Point 3 Sec**

## 6. Ministry Team –

### a. Rotas –

- i. **Autumn Rota** – Steve reported that Tony would not be involved until at least the end of January while he recovers from recent surgery.
- ii. **Spring 2019 Rota** – populated version circulated and accepted. Steve advised that Debs Evans is taking a break from LLM duties during this rota period. Garsdon hoping to obtain services of a Minister to preside at Holy Communion on Easter Day. David was also asked if he could also seek one for Dauntsey on the same day. **Action Point 4 Sec**

b. **Licensed Lay Ministers** –all parishes had agreed to the renewal of LLM Licences being dealt with by WGC.

## 7. Administration –

a. **General Data Protection Regulation (GDPR)** – one or two small points to be finalised by Steve. **Action Point 5 SW**

b. **Newcomer Pack** – Mark kindly presented a draft of a possible Newcomer Pack which each parish could adapt for its own purposes. To be circulated by Secretary. **Action Point 6 - Sec**

c. **Administrator’s Holiday entitlement** – David to obtain agreement of Draycot Benefice to the arrangements previously agreed by us. *Later – now obtained.*

d. **Parish Share** – Steve tabled a paper showing pledges made by parishes for 2019. Cost of Ministry for our group showed a shortfall of £112. An individual has kindly pledged to make up the difference which will go via the Lea pledge. Please see table attached.

e. **Woodbridge Group Website** – Steve advised verbally that he has approached a local firm, Black Nova, to administer our website. The initial set up cost would approximately £400, including transferring our present content, with an annual fee of £70 thereafter. The cost would be covered via our Woodbridge account and charged to parishes in the usual formula.

**Action Point 7 SW**

8. **Treasurers Report** - The accounts for the period to 16<sup>th</sup> November were accepted. To be circulated.

**Action Point 8 SEC**

9. **Any other business** - None.

## 10. Items for future meetings –

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

11. **Date of next meeting** – It was agreed that in future we would meet quarterly. Diary dates to be circulated with minutes. **Action Point 7 Sec**

12. **Grace – the meeting closed at 8.50 pm and Grace said.**

## APPENDIX – ACTION POINTS

1. **TOMMIES – PCCs**
2. **ASSOCIATE MINISTER JOB DESCRIPTION ITEMS - PCC SECRETARIES**
3. **BRIEFING PAPER ON OUR MISSION AREA**
4. **EASTER DAY PRESIDENTS FOR DAUNTSEY AND GARSDON - SEC**
5. **GDPR - STEVE**
6. **NEWCOMER DRAFT PACK – MARK**
7. **WEBSITE – SW**
8. **CIRCULATE ACCOUNTS - SEC**