**Minutes of the PCC Section 11 Meeting**

**Tuesday 28th September 2021 at 7-00pm in the Church Rooms**

The meeting began at 7pm.

**Attendance:**  Howard Pool (Chair), Petrina Clackett, Sue Pounce, Val Simmonds, Mel Giddings, Nadia Humphreys (online), Rev Sue Gill, Graeme Coles, Sarah Ainsworth-Coles,

Peter Clackett, Loraine Hollett, Roy Evans, Clare Samuels, Lucy Brown, Karen Martin,

Bart Schmal, Louise Baneke, Steve Johnson. [18]

**Apologies:** Clare Atkinson, Rev Tim Barnard, Mark Paton,

1. **The Parish Profile:** *Formally to approve the final draft, previously emailed to PCC.*
2. Printed A5 copies were distributed followed by unanimous approbation for a brilliant production.
3. Several points of detail were discussed, some more significant or sensitive than others, but all contributing to the presentation of an accurate summary of what the parish offers prospective rectors. The need to be factually correct was paramount.
4. All in all, this was a very thorough examination of the draft by the meeting.
5. Thanks were frequent to Mel and the other members of PCC and the parishioners

(*in absentia*) who had contributed to the preparation of the booklet: a lot of time-consuming, conscientious work by a number of people.

1. Amendments will be made as necessary and a final check carried out before the Section 12 meeting, after which the Profile will be available to applicants.
2. **Parish Representatives:** *To appoint two lay members of PCC as parish representatives in the vacancy and appointment process.*

a) Only one nomination was received for the All Saints’ representative and none was put forward at the meeting: Mel Jackson/Giddings was therefore appointed as one of our parish representatives.

b) There was one nominee only for St Mary’s; with none forthcoming at the meeting, the parish representative for St Mary’s will be Sue Pounce, Church Warden.

1. **Paying to advertise the vacancy:** *To decide whether to request that the Patron consider advertising the vacancy. (The final decision on advertising rests with the Patron.)*

a) Peter Clackett explained the role of the Patron in the appointment process and his relationship with the diocese.

b) The process requires the parish to ask the Patron if he will consider advertising the vacancy in due course.

c) It was agreed that the PCC Secretary should contact the Patron with our progress so far and to ask whether he would support advertising the vacancy in due course.

d) It was pointed out that is common courtesy to update Patron and Diocese before a request the former to advertise.

e) As the timetable stands, the advertisement would appear in the Church Times for all of December.

**5. Bishop’s statement:** *To request a written (or oral) statement from the Bishop/Archdeacon for the Parish.*

a) Reverend Lovell will support the PCC Secretary in this.

b) PCC will ask the bishop for leave to put the statement into the Parish Profile.

6**. The Section 12 meeting: *a****n open meeting to approve the paperwork, and to report to the parishioners on progress so far, which is set for Monday 15th November.*

a) Notify Patron and diocese of the start time in St Mary’s church.

b) It would be good to be able to present the Profile on an overhead screen at the meeting. Mel thought this would not be a problem.

c) The meeting will start at 7pm: PCC must make sure parishioners know, by inclusion in the weekly parish news sheet, announcements at the end of services and possibly promotion on the website too.

**7. Any other business**

**a)** Relating to the vacancy – nothing.

b) Relating to other matters for the PCC meeting on 5th October: the Digital Archive/ Ancestry – to be discussed at PCC on 5th October.

The meeting ended with renewed thanks to all involved and a prayer from Reverend Sue at 7.50pm.

SJ

30th Sept 2021