

The Parish of St Mary-the-Virgin, Wivenhoe
Minutes of the PCC Meeting on Tuesday 10th December 2024
at 7.30pm at The Rectory

To welcome & opening prayer: Erwin read a prayer for the second Sunday of Advent and another reminding us that we are God's children.

Present: Erwin Lammens, Rick Cawley; Sara Batts-Neale; Jane Taylor; Mary Jakens; Eric Jakens; Sue Jones; Sandra Osborne; Glyn Stanway; Heather Edwards, Hannah Cole; Sam Belcher; Bonnie Hill and Revd. Emma Smith joined us.

Apologies: Douglas McCormick; Claudia Alsdorf; Nick Gustard; Gary Ranford; Greg Butler

Conflict of Interest:

Conflict of Interest & Fit & Proper Person Forms – completed

Minute 2024\119

Minutes of the PCC meeting held on the 12th November were approved and signed.

Minute 2024\120 Matters Arising

a) **Visitors Leaflet** – has been completed but there may be some more to add.

b) **No Mow May** – update from WTC still waiting

Minute 2024\121 Correspondence

Minute 2024\122 Finance – Douglas McCormick

Cash in funds as at 30th November 2024

Statement

	Nominal Account Name	October 2024	November 2024
Free of restrictions	General fund for running Church	£98,538.78	£98,284.88
Restricted	Bell fund	£12,244.67	£12,244.67
Restricted	Choir fund	£800.27	£800.27
Restricted	Fabric general	£7,685.30	£7,685.30
Designated	Legacies	£52,245.89	£52,245.89
Restricted	Flower fund	£719.15	£719.15
Restricted	FOSM	£10,056.66	£10,191.66
Restricted	Cory maintenance fund	£2,535.00	£2,535.00
Restricted	Organ fund	£370.00	£370.00
Designated	Sunday Club	£3,579.44	£3,629.44
Restricted	Wivenhoe St Mary's Music Society	£3,350.58	£3,687.48
Total Funds		£192,125.74	£192,393.74

Notes:

1. The overall Funds balance exactly with our various bank accounts and those held in the CCLA investment account. The split between the nominal accounts reflects the Treasurer's understanding of those accounts.
2. The audit and independent examination of our accounts has been arranged for w/c 3 February 2025. The fee is £2,445 which is £65 more than last year. The PCC are asked to note this. They were content.
3. Legacy of £3000 to come from the estate of the late Elizabeth Anne Jackson – not yet received.
4. The funds raised by Wivenhoe Music Society will be reconciled in due course.
5. No action is being taken to address the roof contracts until sufficient funds have been raised to provide adequate contingency.
6. Thanks to the Music Society and FOSM for their financial contribution.

Additional signatories - In hand.

Minute 2024\123 Fabric and Health & Safety matters Douglas McCormick & Mary Jakens

a) **Roof, stonework repairs and Quinquennial Report**

The PCC are asked to note the requirements of the Quinquennial Report in respect of repairs to railings, external stone repairs and the fact that included in the Transformation Project but not undertaken were the redecoration requirements for the main Church.

- b) **Churchyard** – nothing to report
- c) **Health & Safety** – no report
- d) **Emergency lights** in the annexe – the repair is in progress and will cost £350.00 for the new fittings and the installation.
- e) There is **stonework damage** to one of the window sills on the south side of the church.

Minute 2024\124 Safeguarding – Gill Black

The courses required for PCC members are: Basic Awareness, Foundation and Raising Awareness of Domestic Abuse. The link is

<https://www.chelmsford.anglican.org/safeguarding/safeguarding-training/church-of-england-safeguarding-courses>

There is guidance on how to access the e-learning courses on this page.

Minute 2024\125 Mission & Ministry Partnership – Erwin Lammens

Monthly prayer meetings continue. This month will be a social gathering with representatives of the Greenstead churches, St John's, St Mary's and University Anglican Chaplaincy.

Minute 2024\126 Inclusive Church

The **radical welcome course** (Inclusive Church) is planned for 2025.

Minute 2024\127 Adult & Childrens Ministry – Erwin Lammens

and Youth ministry

Children's and Youth ministry

Family events in December organised by St Mary's

St Nicholas arrival on Saturday 30 November was a great success with 150 people attending. This event needs a lot of preparation and the small team of volunteers have done a marvellous job. Thank you.

Christingle on 1 December was attended by nearly 300 people of which 121 children. The schools and Wivenhoe Youth Choir participated. With thanks to the team of volunteers coordinated by Gill Black.

The Nativity play, Sunday Club Christmas Party and the Crib Service are the next big events for our young. If you can help, please let Teresa Warren or Sue Jones know.

The **Way Youth Club** have their Christmas Party on 17 December.

The **All Together Team** will be preparing the February service.

Open the Book

Revd Emma Smith is building a team of volunteers who are willing to help with telling and acting out Bible stories at our schools. If you can help, please contact Emma. There is a daytime training on 29th January in Boxted – this is training in person but it is also available online.

Funding for St Mary's work with children and youth

The Deanery has allocated £1500 to St Mary's for its youth work in 2025. In October the PCC has approved a list of projects and initiatives with children and teenagers. This list has been submitted to the Area Mission Pastoral Committee who voted in favour of the churches' application across the Colchester Deanery. The funding comes from the Church of England's Mission Opportunity Fund. The Sunday Club and The Way leaders will discuss how the funding could be best used.

Adult Ministry

Epiphany blessing

Sara and Erwin will visit the homes with an Epiphany blessing on Sunday afternoon 5 January. Please encourage your neighbours and friends to join and don't forget to submit your form by Christmas morning.

Live Streaming of Nativity Service – Hannah Cole

Hannah spoke about the Sunday Club Nativity Play – live streaming permissions were needed if it was going to be online. Parents would need to sign a form. An alternative is possible – videoing and accessed via a code. It was decided that the parents would have the final decision. The parents will be given the opportunity to make that decision at the rehearsal.

Minute 2024\128 Away Day – Erwin Lammens

The acclaimed **Bible course 'Romans' by The Bible Society** will be run over 10 sessions in February, March and June. It includes a video shot in Rome and is an interesting course. Information will go out at the Christmas services. February and March every fortnight on a Monday and in June weekly on Thursdays.

Minute 2024\129 To receive reports and take questions on the reports from the following committees.

a) **Fundraising Committee** – Heather Edwards

The plans for the Christmas market are going well enough and as of today the weather looks, shall we say, interesting! We have 39 stalls booked, By the time we all meet up you will

know the results and I hope to provide you with a brief report. Our Fundraising Group have been using a WhatsApp Group this year and the workload has been spread about a lot more. The grand total to date is £1,469.59

The individual stall totals are given below –

Gift Stall	£309.30	Raffle	£179.00
Refreshments	£172.00	Donations via buckets	£268.93
Santa Donations	£30.36	Donations	£40.00
Stall fees	£470.00		

- b) **Catering** – Susan Potter – nothing to report
- c) **Worship Group** – Graham Wadley – nothing to report
- d) **Colchester Deanery** – Rick Cawley – no report
- e) **Wivenhoe Churches Together** – no report
- f) **FOSM** – Bill & Vivien Eborn

FOSM sales continue at a steady pace and we are looking forward to being at the Christmas Market

- g) **Pastoral Visitors** - Gill Strudwick – nothing to report
- h) **Administration** – Lynne Horner – nothing to report.
- i) **Spirituality Steering Group** – Janet Driver – nothing to report
- j) **Church Bookings** – a schedule of bookings was circulated.
- k) **Bellringers** – Heather Edwards

Lots have been happening up the tower. We have been having lots of visitors from the university of Essex coming to ring. Visitors and learners from other bell towers. In fact we had 18 of us up the tower just last week. Some of us have also been out and about visiting other bell towers. The result of all this is that we can all hear different methods being rung at St Mary's; St Simon's, Cambridge and even Kent methods have been heard recently. Our own learners are progressing very well indeed and have just started to ring for Sunday Services before going down for Sunday Club. There are also a few who are still ringing Plain Bob Doubles, Bob Doubles and occasionally Bob Minor. It is a great joy to watch and listen to the bells when they are rung up and down in peal. The skill level needed is amazing every time. You will hear a lot of bells ringing up and ringing down over the next few weeks as the Christmas Lighting team go about their work; as we have to make the bells safe for them each time.

- l) **Electoral roll** – Mary Jakens – nothing to report

Minute 2024\130 – Community – Peter Hill Chairman of the following groups

Friendly Club

- a) **Friendly Club & Café**

We have had several really good meetings of late featuring Joe from the MicroGym to give a chair-based work out, the two buskers who call themselves the Laxton Groovers who got a lot of people dancing, and Josh who introduced people to Tai Chi. Everyone is looking forward to our Christmas party on Thursday 19th December when we have talented singer Angie Gilbey and the Town Mayor as our guest.

- b) **Wivenhoe St Mary's Music Society**

We had a very successful concert on Friday 15th November with the Wivenhoe Orchestra and guests Jubilant Brass who were much appreciated. The last concert of this year will be one performed by Opus Anglicanum and titled Mediaeval Carols. It is also one that was booked by the concert singers themselves and who asked us to promote it and run the drinks bar. Already 70 tickets have been sold and given that concert tickets are £20 and that the Concert is not until Friday 6th December, this is very good.

The concert sold out and raised money via the church hire fee and the profits from the refreshments sold by the Music Society.

Minute 2024\131 GDPR; Communications; Licensing; AV and Streaming System – no report

Minute 2024\132 Overseas – Heather Edwards

Rachel Butterfield will be advised that Namalemba has been selected as our Christmas Charity.

Minute 2024\133 Any Other Notified Business

- i) Thanks were given by Revd. Emma Smith to the PCC for her ordination to priest gift.
- j) **Next PCC Meeting – Tuesday 14th January 2025** at 19.30 in The Annexe.
The meeting closed at 20.10 with everyone joining together in saying The Grace.