**POTR Parochial Church Council meeting**

14th November 2023

6.30-8.30pm, All Saints Church Hall

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| **No.** | **Item** | **Attachment** | **Lead** | **Time** |
| 1 | Open with prayer |  | Helen | 6.30pm |
| 2 | Apologies + Declarations of Interest |  | Helen | 6.35pm |
| 3 | Minutes of last meeting | 1 | Helen | 6.40pm |
| 4 | Matters arising not otherwise on the agenda   * Replacing Gordon * Admin Review * School Governors and Chair * Union of Benefices * Charitable giving update | 2 | Rev Andrew  Matthew B | 6.45pm |
| 5 | Highlight item :   * PCC Membership – co-option of Mark Penfold and Phillipa Penfold   Link: [Rules of Representation](https://www.churchofengland.org/about/leadership-and-governance/legal-services/church-representation-rules/contents) | 2 (contd) | Rev Andrew’s report | 6.55pm |
| 6 | Exec Committee  (issues and minutes of last meeting for info)   * Future of committee * Fixed Electrical Testing repairs | 2 (contd) | John Vivian | 7.10pm |
| 7 | Fabric Committees  (issues and minutes of last meeting for info)   * St Lawrence * Holyrood   + Minutes   + Bellringing policy   + Disability access information * All Saints * St Peters   + Dealing with the Quinquennial Report | 3  4  5 | John / Clive  Helen / Matthew  Angie  Sarah | 7.20pm |
| 8 | Worship + Spiritual life  (issues and minutes of last meeting for info)   * Managing without an Assist. Vicar * Pastoral Team * Lent lunches / Lent sessions | 2  (contd) | Rev Andrew’s report | 7.40pm |
| 9 | Finance + Admin  (issues and minutes of last meeting for info)   * Current Budget position * Minutes of last meeting * Organist fees * Policies table (standing item) | 6  7  8 | Helen Walters / Treasurer | 7.45pm |
| 10 | Communities and Outreach  (issues and minutes of last meeting for info)   * Minutes * Outreach event |  | Robin Kemp | 7.50pm |
| 11 | Children, Youth + Families Committee  (issues and minutes of last meeting for info)   * Replacing Martha | 2 (contd) | Robin Kemp | 7.55pm |
| 12 | Staff + Volunteers Committee  (issues and minutes of last meeting for info)   * minutes |  | Matthew Bayliss | 8 pm |
| 13 | Safeguarding  (standing issue in case needed)   * ? Training completed by all |  | Rev Andrew | 8.05pm |
| 14 | Deanery Synod | 9 | Derek Gurney | 8.10pm |
| 15 | Items for next agenda: |  | Helen | 8.15pm |
| 16 | Dates of next meetings  (2nd Tuesday of every month except Aug + Dec)   * Tues 9th January 2024 |  | Helen | 8.20pm |
| 17 | Close in prayer |  |  | 8.25pm |