

PAROCHIAL CHURCH COUNCIL OF WYMONDHAM ABBEY with SPOONER ROW

Registered Charity Number 1130495

Minutes of PCC meeting held on Tuesday 21 May 2024 at 5.30pm in St Benedicts

Present: Fr Christopher, Martyn Chamberlain, Kay Dorling, Iain Drayton, Chris & Diana Grant, Hilary Hunter, Andrew Naylor, Brian & Barbara Randall, Morwenna Thomas.

1 **Welcome and Prayer**

Fr Christopher particularly welcomed the new members of the PCC: Martyn Chamberlain, Iain Drayton and Diana Grant.

Apologies had been received from: Isabel Davidson, Philip Aldred, Jim Hartley, Catherine Mack, and Alex Perry.

2 **Minutes of PCC meeting held on 20 March 2024**

Agenda item 4C3: Correction needed to date of garden parties at Morley Old Rectory: the dates are 20th and 21st of July and not June.

The minutes were then approved as a correct record and signed.

Matters arising not on current agenda – none.

3 **Minutes of extraordinary PCC meeting held on 7 April 2024**

The minutes were approved as a correct record and signed.

Matters arising not on current agenda – none.

CG mentioned that all the approved PCC minutes are available as downloadable pdfs on the abbey website

4 **Report on APCM held on 20 April 2024 (draft minutes attached)**

The PCC agreed that the following should be appointed to office:

- Chris Grant as Treasurer,
- Barbara Randall as Secretary and Electoral Roll Officer

The PCC agreed that the following should be co-opted members, renewable at the next APCM:

- Andrew Naylor as Fabric Officer
- Philip Aldred as Spooner Row representative

5 **Thetford and Rockland Deanery Synod**

KD reported on the meeting held on 24 April 2024 at East Harling Church. Kay and Katherine had been given a warm welcome. Robert Culyer had talked about the Parish Giving Scheme, Tim Sweeting had spoken about the Parish Support Team and was keen to promote better communication between parishes and Diocesan House. It was noted that some parishes were having difficulties with safeguarding training. The Deanery Lay-chair, Peter Lotarius spoke about moving forwards together. It was noted that there was now a Deanery Facebook page.

6 **To record the appointment of the next Vicar**

Fr Andrew Hammond had been appointed and would be inducted and licensed on Thursday 12 September at 7pm by Bishop Graham and Archdeacon Stephen.

Fr Andrew would attend forthcoming staff meetings each month so that he can be involved with planning decisions.

7 **MISSION and OUTREACH – serving our community.**

a **Youth and Families worker post** would be funded by Rev William Papillon's Trust and Mission fund.

The original job description has been changed to an eight-hour role focussed on liaising with Lorna and the families she has contact with. It was hoped a regular act of worship other than Sunday could be arranged in response to the results of the survey done last year. The job would be advertised as a three-year post.

b **Abbey Hall – Wymondham Community Outreach Project**

There had been two meetings about the future of the hall with the second one involving SNC staff. The food bank needs a new home but has been unable to find anything suitable. We want to be able to accommodate a Parish Nurse and an office for the Citizen's Advice Bureau and possibly a distribution point for the food bank if they could find storage elsewhere.

Martyn Chamberlain is working on funding applications. The building needs improvements to insulation, heating as well as redesign of toilets, storage and office areas. Architect Nicholas Jackson has been asked to

2024 PCC Dates: Mon 8 July, Thu 26 Sept, Mon 11 Nov – all at 5.30pm.

make suggestions on how to make best use of the space and refurbish the building to a modern standard. The Wardens have approved the purchase of a Wi-Fi - link from the Abbey to the Hall to facilitate planned Community Projects that require Wi-Fi. The cost will be about £400 and will avoid the need for a separate phone line and contract. Architect's fees (hopefully recovered in grants) to draw up plans for building refurbishment will also be funded from the 'Outreach fund' in order to set in motion applications for grants.

c Guild of St Benedict – Jim Hartley

A successful quiz night had been held on 17 April. A team leader's meeting had been held on Monday 13 May. Topics discussed included asking for more volunteers to staff the café.

There would be a bring and share lunch on Tuesday 4 June from noon. And a hot lunch on Sat 12 October.

d Community events and concerts – updated events list attached

BaR spoke about the public evening on Wed 19 June (5 – 8pm) in association with the Wymondham High Living History Event. We would have to pay for the re-enactors and hoped to cover the costs of around £1,200 with £5 entry for adults, children free. We would also run the café and get a pitch fee for a Pizza van. Several people had volunteered to help steward the event.

e Holy Trinity Spooner Row – Philip Aldred had sent the following report

'My sincere thanks to all for their concerns, prayers and thoughts during the time of surgery and now. Spooner Row is looking splendid with its newly decorated panels and the dais has been removed successfully. Access for all through to the kitchen and fire exit is now possible.'

f Parish Nurse scheme – Jim Hartley

There have been some enquiries about this post before it's been advertised. The job description requires the applicants to be committed Christians as well as qualified nurses. Once appointed they will need to take a special training course.

7 MAINTENANCE and ADMINISTRATION

a Finance report – Chris Grant

Total giving year to date of £31,176 is similar to last year allowing for adjustment of Gift Aid.

Wedding and Funeral Fees of £1,176 have been paid to the Diocese for first quarter of 2024.

The Annual Parish share for 2024 of £70,420 is being paid monthly £5,868.33.

The Lent lunch Bishop's fund raised £300.55 which has been sent to Bishop Graham.

Events to-date have produced some very welcome income:

- Spring Fair £2,400 profit
- Fashion Show £1,088
- Duck race £2,993

Generous donations received for special activities:

- Families' worker £4,000 from Papillon Trust (now £8,000 in hand)
- Choir fund £1,200 from Papillon Trust
- Flowers £3,000 from Andy Free

We were pleased to receive a letter of thanks from Bishop Graham for our Parish giving last year with some information about how it is spent by the Diocese.

Bank Accounts

- PCC Current account £62,853, PCC Reserved account £80,316
- Sp. Row Current account £6,033, Sp. Row Saver account £25,546 (Work to remove the staging paid £1,425)

b Shop

Bar-coding of stock continues and newly ordered bespoke products now include Abbey barcodes.

A request for consideration by the Preservation Trust will be made for a matching bookcase for second-hand books to tidy up this valuable and profitable section of the shop. Unfortunately, the company that built the shop displays has ceased trading so we will seek to find a local furniture builder to obtain quotes.

Hilary Hunter asked that Mary Allen's generous legacy which enabled the shop to be completely restocked post covid should be recorded.

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c Fabric Report – Andrew Naylor

Electrical safety inspections will be taking place in the Abbey during the first week of June. Those at Spooner Row and the Abbey Hall had already been done and necessary refurbishments would cost £2,000 at Spooner Row. The work needed at the Hall would be postponed for the moment, in view of future hall development plans. The Diocesan Sustainability Officer will make a visit.

Quinquennial reports had been completed.

Requests are to be made to the Preservation Trust for funding for the following:

1. Repairs to East Tower – following investigations by rope access company WallWalkers last year. Costs are likely to be £10 to £15K.
2. Various Abbey repairs identified as necessary by a cherry-picker inspection last year could total around £150,000.
3. Repairs to rotten doorsill leading onto porch roof.

Faculties need to be sought for all the above works.

The PCC agreed unanimously in principal that all the above works should be done subject to funding being available from the Preservation Trust.

d Eco Church and Churchyard – Hilary Hunter

Regular care to the herb garden and Conservation Area continues. The north-east corner of the churchyard is being tidied and plants such as wild garlic, foxgloves and garlic mustard have been added.

A Herb Garden booklet has been produced funded by herb sales.

On Sunday 26 May Helen Baczkowska, will give a talk on Wildlife and Churchyards in Norfolk. Lucy Seely, also from Norfolk Wildlife Trust, will visit the churchyard next month to offer advice.

The Herb Garden and Churchyard will be part of Wymondham Open Gardens on 1st and 2nd June.

Signage is needed to guide visitors to the Herb Garden and Wildlife Conservation Area. Diana would talk to Clements about a sign. DG

We are working towards a Gold EcoChurch award but need more points in buildings and Lifestyle categories.

e Safeguarding – Diana Grant

Diana reported that nearly all volunteers are up to date on training.

f Health and Safety – Iain Drayton

There was concern about the steep steps into the chancel from the north aisle. BR reported that the possibilities of fixing a handrail had been considered a few years back.

g 2024 PCC dates: Mon 8 July, Thu 26 Sept, Mon 11 Nov, Wed 8 Jan – all at 5.30pm

8 Any other urgent business

HH commented that the reredos was very dusty and should be cleaned. This would involve full scaffolding and a nave altar for a few weeks. It was agreed to postpone.

The meeting closed with the grace.

BaR 30 May 2024

Signed as a correct record of the meeting _____

Date 8 July 2024