**Parish Council Minutes**

**22nd July 2019**

| **Item** | **Task** | **Discussion** | **Action** | **Who’s responsible/**  **timeframe** |
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| 1. | Open with prayer.  **Prayer 2019**  **Lord, teach us to pray.**  **Teach us to listen to your voice**  **and to hear your word.**  **Teach us to offer our hearts to you in love**  **and to know your love.**  **Teach us to forgive**  **and be forgiven.**  **Teach us to give our lives in your service**  **and to do your will.**  **Teach us to pray,**  **and pray in us, Lord Jesus. Amen.** |  |  |  |
| 2. | Attendance | Vicar, DT, HW, SB-H, MS, JH, KT, BC |  |  |
| 3. | Apologies |  |  |  |
| 4. | Role allocations (time keeper, minutes, reporting) | Time: Harry  Minutes: Mandy  Reporting: 8am – Kathleen/10am – David/ Betty - Wed |  |  |
| 5. | **Growing in faith**   1. Read the canticle (from Ephesians 1:3-6) below. 2. Reflect:    * What does it mean to “be holy”?    * How can we be “holy and blameless”?    * Draw what the canticle means to you. | We read the canticle and discussed how we are made holy and blameless within and through Christ – and how this call is predestined “before the foundation of the world”. We then reflected on what this means for our lives and the affirmation of our identity as Christians. |  |  |
| 6. | **Vision Plan**   * 31st August launch * Progress? How are we going to map progress? | We reflected on how the delivery/sharing with the parish of the Vision Plan has gone so far. PC agreed that generally the Vision Plan has been well received and some positive feedback has been given. Keren will preach this Sunday further on the Vision Plan and people will be invited to pray for a chosen part of the plan.  Launch – discussion about some visuals needed for a presentation at the High Tea.  Progress – discussion about how we can report on progress of the Vision Plan. It was agreed that this should be spaced out and timed to reflect how much focus we need to place on each area. | A powerpoint presentation will be developed with slides and visuals.  Keren will develop a schedule of reporting that aligns with PC meeting dates (to allow for enough time to cover each part of the Plan). This will be completed for the next PC meeting. | Keren (to coordinate)  Keren (by next PC meeting) |
| 7. | **Pathways**   * Constitution of Mission Action Team * Dates for the diary | Retreat/workshop days: 10th August and 16th November. First meeting of MAT will be next Monday night 29th July.  Invitations have been sent to 15 people and so far only 6 people have accepted. It might be necessary to co-opt others along the way. |  |  |
| 8. | **Child Safe Church**   * update | A meeting was held of the sub-committee with the focus being to complete simple documents to inform the whole parish. Work is continuing to finalise these.  13th October will be ‘Child Safe Sunday’ and will be an opportunity to present the parish policy and other documents on child safety.  WWC and Police Checks will need to be all completed by the 24/11/19 (Christ the King) for anyone on a church roster.  Training for Child Safe matters will be:  26/10 (10-12 noon) and 23/11 (1-3pm)  All parishioners will be invited and any person who is on a roster will need to attend one of these sessions. |  | Sub-committee (Child Safe) |
| 9. | Previous minutes   * 24th June 2019 | Moved: BC  Seconded: KT  Carried |  |  |
| 10. | Business arising |  |  |  |
| 11. | Action List | All action items to go on the Google document:  <https://docs.google.com/spreadsheets/d/18Z8sB5ChYAWy3sSLK85SX5ObVJR3Wtk-cdGWMvZF8jk/edit#gid=0> | Keren will review this list before the next meeting. All PC members are encouraged to look and give feedback if needed. | Keren/All |
| 12. | Correspondence:   * Feedback box * Event planning forms | No feedback in the Feedback Box.  Correspondence: a letter via emailed was received on the 23/5/19 from the Melbourne Anglican Cultural Organisation to inform us that donations to the St Margarets Music Program will be tax deductible. A report will need to be forwarded by 1 March 2020.  Motion that all correspondence be accepted.  Moved: JH  Seconded: HW  Carried  Event planning sheet was discussed for the Liminality performance on the 18/8/19. St Margs will need to provide someone on the door for ticket sales (Kathleen or Sandra) and afternoon tea will need to be provided.  Motion that this event be approved/accepted.  Moved: JH  Seconded: S B-H  Carried.  Amendment to Jenny Disney’s event form for the Blooms event – PC approved the sale of jam and lemon butter at this event. | The Communications sub-committee is assisting with the marketing.  Harry will liaise with Sandra and the communications sub-committee regarding making changes to the inside computer advertising.  Harry will also organise another board to advertise further events. | Harry and Sandra  Harry |
| 13. | **Vicar’s report** | The Vicar’s Report was tabled. Items discussed in other areas of the agenda. Keren drew particular attention to the appointment of a curate being approved and the Mid-Winter Prayer day report.  Motion to accept the Vicar’s Report.  Moved: HW  Seconded: SB-H  Carried. |  |  |
| 14. | **Financial report** | The Financial report was tabled. John gave thanks to Kathleen for her work in organising the report whilst John was away on leave and also for the ongoing work of David and Kathleen in collating the reports generally.  Audit of last years report has now been completed.  Motion to accept the Financial report.  Moved: JH  Seconded: KT  Carried. |  |  |
| 15. | **Other subcommittee reports**   * Pastoral Care team * Do Justice committee * Communications committee | Pastoral Care: Work is happening to organise further dementia seminars.  Four men invited from the St Vincents refugees group to the next Men’s Breakfast.  Do Justice: a plan of action has been developed regarding the yarning pit. Conversations are being pursued with the NRG and they have provided input into the Pathways to Reconciliation document.  No formal report received from the Communications committee however Sandra updated PC on their actions. The issue of the inside computer was discussed (see notes under item 12 above) and the committee is currently revising the pew sheet format.  Motion that all reports be accepted.  Moved: BC  Seconded: HW  Carried. |  |  |
| 16. | **Other Matters**   * Letter received from Bishop Brad. * Compliance: approval of Funeral and Hall hire policies * AGM date and format * St Margaret’s Day * Robert Street * What needs to go in Parish Matters: * Thank yous for Parish Matters | Keren tabled a letter regarding the clarification received from Bishop Brad Billings approving the use of the church for concerts and performances.  The Hall Hire policy will be held over until the next PC meeting when the Hiring of Church policy has been reviewed.  The reviewed Funeral policy was tabled and discussed. This includes a cost for an organist (in future a professional musician may need to be hired). A flat fee for the hire of the hall after the funeral will now be charged.  Motion that the Funeral Policy is accepted.  Moved: JH  Seconded: KT  Carried.  Discussion regarding the format of the AGM. It was agreed that the AGM is held after the 10am service on the second Sunday of November (10/11) with the AGM held from 11.30-12.30 and then finishing with the pub lunch. Chairs for the AGM will need to be set up the day before.  Some brief discussion was held about St Margaret’s Day. It was agreed a garden party would be a great idea. The Choir of St Peters Eastern Hill have offered to have choral singers at St Margarets on this day.  PC gave wholehearted approval for the choir. Further planning for St Margarets Day has been held over to the next PC meeting.  Harry brought up the issue of honorarium payment for Robert’s commitment. It was agreed that some vouchers could be purchased.  To include in the 11/8 version:   * Yarning circle (Kathleen) * Liminality and Cath Conolly concert (Keren) * Blooms Fashion (advert) * Planned Giving and High Tea (John and Kathleen) * Season of Creation (David & Mitzi) * FaithFull midwinter day (Mandy) * Child Safe (Keren) * Vicars leave (2/9 to 2/10) and upcoming dates (including St Margaret’s Day and AGM – Harry)   Thank yous – to Robert Street for all he has done in the Parish and our love for him. Thank you to the Incumbency Committee.  David to be thanked for work on the financials at the High Tea. | Keren and the Wardens will review the existing Hiring of Church policy. This will be brought back to PC for approval.  Keren to change the AGM notice.  Keren and the Wardens will investigate this further. | Keren  Wardens  Keren  Keren and Wardens  Kathleen  Keren  John/Kathleen  David/Mitzi  Mandy  Keren  Harry |
| 17. | **Parish Council dates for the rest of the year** | PC dates: 26/8, 23/9, 28/10, 25/11.  AGM date: Sunday 10/11 |  |  |
| 18. | **Sending forth:** Close with prayer and the grace. | Meeting closed at 10pm. |  |  |

Blessed are you,

the God and Father of our Lord Jesus Christ:

for you have blessed us in Christ Jesus

with every spiritual blessing in the heavenly places.

You chose us to be yours in Christ

before the foundation of the world:

that we should be holy and blameless before you.

In love you destined us to be your children,

through Jesus Christ:

according to the purpose of your will,

To the praise of your glorious grace:

which you freely bestowed on us in the Beloved.