Minutes of a Meeting of the Combined PCCs of St Matthew's Harwell with All Saints' Chilton held remotely via Zoom on Tuesday 1st February 2022 at 7.30 pm

Present

(J) Denotes Joint PCC member. There were thus 10* and 11** voting members including the Rector at this meeting - all resolutions refer to Joint PCC votes

Phil Corbishley Peter Cox (Secretary) Sid Gale Naomi Gibson (J) Gordon Gill Tony Hughes (J) Phill Johnston (J)*** Rebecca Lewis Allan Macarthur (J) Patrick Moseley **** Alex Reich Jan Radford (J)***** Pam Rolls (J) Judith Russell (J) Yvonne Sanderson (J) Eliza Wheaton (J) Jane Woolley (J) The Rector (J, Chair)

* For vote in item C4.2
** For votes in item B0
*** From the start of item B5.
**** Until the near the end of item B5.3, before the third JPCC vote.
***** Until the end of item C5.

By Invitation:

Brendan Bailey, Children and Families Worker. Sarah Barrett, Children and Families Worker. Jean Barton, Home Groups Coordinator Deborah Evans, Church Administrator. Judy Gold, Deputy Safeguarding Officer for items A1, C3 and C4.

The items are listed here in agenda order, but were taken in this order:

A1, A1.1, A 1.2, C3, C4, A2, A3, A4, A5, C1.2, C2.1, B0 – B5, C1, C5, C6.

A Preliminaries

A 1 Opening & Prayer

The Rector read 1 Corinthians chapter 12 verses 12 to 26.

The Rector said that this reading is important to our Benefice, which is made up of both Harwell and Chilton churches. Also, individuals make up each church, each of which in turn forms part of the Didcot group of churches and the wider Church of England.

There is a large variety of people, all part of one unified body of God's good creation. It is a challenge for us to acknowledge our differences and divisions and still live out our unity. We are all baptised into one Spirit and we need to live in this reality.

The Rector led the meeting in open prayer.

The Rector thanked Allan MacArthur for running the online meeting, and Peter Cox for uploading the papers and preparing the agenda, and minutes. He thanked all those that submitted correspondence, papers and thoughts, and for engaging with these important topics.

A 1.1 Agenda Items and Order

The Rector said that item B0 "Proposed Changes to the Service Pattern" is the main item for discussion and decision. Staff and Leadership also requires a decision. The rest of the items are for information and urgent questions only. The reports are for noting.

The Safeguarding item will be taken next, so the Safeguarding Officer can then leave. **No Objections.**

A 2 Apologies for Absence

Apologies were received from: Hazel Benton (J), Stuart Gibson (J), Carol Pigott (J) and John Pigott.

Michelle Walker was absent.

Helen Brook had also been invited as a member of the SLT, but was absent.

A 3 Minutes of Previous Meetings

Paper D refers: August 2021 Extraordinary Combined PCC Meeting Minutes for approval.

The Secretary said that here were the following corrections from draft 2 to the "for approval" version:

Section "PROPOSALS 2,3, and 4":

" Three linked proposals were made by Alex Reich:" is changed to "Three linked proposals were made:"

Section "VOTING ON PROPOSALS 2 to 5:"

Chilton

Proposal 2 Resolution: Proposer changed from "Alex Reich" to "Pam Rolls". Abstentions changed from 3 to 4.

Harwell

Proposal 3 Resolution: Proposer changed from "Alex Reich" to "Tony Hughes". Abstentions changed from 3 to 4.

Section "PROPOSAL 4 WEEKDAY SERVICES:"

The first line is changed from "Following discussion, it was proposed that.." to " "Following discussion, Allan MacArthur proposed that.."

There were no further corrections. The minutes were approved.

As this meeting was held on-line, the minutes will be signed by the Secretary and Rector in due course.

The Rector said that the minutes of the October 2021 Extraordinary Combined PCC Meeting were not quite ready to circulate so would be approved via email in due course.

A4 Actions / Matters arising

Paper U refers. The matters arising are:

STATUS OF ACTIONS AND MATTERS ARISING AS OF 30th JANUARY 2022

FROM APRIL 2019 MEETING:

ITEM B 2.4.3 Didcot Emergency Foodbank

Heading 2: Response to Emergency Appeals. Action: World Mission Group to consider giving to disaster appeals, and restricted giving to World Mission, Status: In hand. Status October 2021 – see World Mission Group Item

FROM THE JULY 2019 MEETING:

ITEM B 4.2 Proposed Albania Partnership Action: World Mission Group to submit a paper on the proposal to support the Mission in Shkoze to the October Combined PCC meeting. Status: In hand. Status October 2021 – see World Mission Group Item

FROM THE OCTOBER 2021 MEETING

ITEM B 0.1 Discerning a Vision and Priorities and Lead Academy Update

Awayday heading. Action: Rector to check availability for the Centre for Reflection Status: DONE

ITEM B 2.1b Central Courses e.g. Bible, Lent, Advent Action: Rector to plan Advent Central Status: DONE

ITEM B4 World Mission

World Mission Budget Action: Individual PCC Secretaries to add to (November IPCC) Agenda. Status: DONE

ITEM: C 2.1 Update and Plans and Benefice Parish Share Action: Individual PCC Secretaries to add to (November PCC) Agenda. Status: DONE.

The Rector said that all items were closed or in hand.

A 5 Annual Schedule Items

The annual schedule items on the agenda are: C1.2 Data Protection and C2 Benefice Share – both carried over from previous meetings.

A6 Other Joint Issues

There were none.

B Mission Strands

B 0 2020 Vision

B 0.1 Thanks to Rev. Jonathan Mobey

Judith Russell said that we should take this opportunity to thank Jonathan for his ministry, encouragement and enthusiastic leadership. We will miss him. We also thank him for all he has done for the Children and Families work during his time here.

Jonathan replied that he appreciated Judith's kind words. He was sad to be going, but there is no good time to go. He is not quite gone yet, and when he does, he and his family will be living nearby for a while.

B 0.2 Vacancy arrangements and new Rector Appointment Process and B 0.3 Potentially petitioning the Bishop for incumbency

Judith Russell reported that the Churchwardens have met David Tyler, Associate Archdeacon, Charles Chadwick, Parish Development Advisor, David Rice Area Dean and Gordon Gill, Deanery Lay Chair to talk

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through the procedure. The Churchwardens decided to do this much earlier than is usual. Current Diocese practice is for vacancies to remain open for at least a year, but this may not be the case for us.

There is no indication yet of whether the Rector's replacement will be another incumbent or a Priest in Charge. The Deanery will meet in the next couple of months to discuss this.

The Churchwardens also need to consult with the Patrons of each church – For All Saints' church this is the Diocesan Board of Patronage, and for St. Matthew's this is the Church Pastoral Aid Society (CPAS). The Churchwardens have discussed petitioning the Bishop with CPAS.

Allan MacArthur said that we should brief Gordon Gill for any meetings in the near future.

The Rector said that people are asking about his replacement so he with the Churchwardens should put an explanation in an upcoming email.

ACTION: Rector or Churchwardens to put Vacancy information in a Newsletter

It was stated that David Rice has reached the end of his 5-year term as Area Dean.

B 0.4 Deciding future "facing" of Benefice into Greater Didcot or not (linked to incumbency vs Priest in Charge)

See item C5.2.

B 0.5 Financial impact

Paper K refers – Statement by the Treasurers that they will safeguard all current provisions and will report back when proposals are complete.

No comments.

B 0.6 Lead Academy update

No report or comments.

B1 Children, Youth and Families

B 1.1 Update and Plans

Paper M refers: CFW End of Year Report 2021: Activities including: Weekly Sunday Groups and Services, Fledgelings, Holiday Club, Schools, Christmas, Light Party and Remembrance. Also, Actions for 2022.

Fledgelings

Sarah Barrett reported that Harwell Fledgelings is becoming very popular with around 65 people attending each week. It is very exciting, there has not been any advertising – it is all by word of mouth. Moving to St Matthew's church was a good idea as it is warm and welcoming and the Church Hall only holds 25. She thanked the PCCs for the use of the building.

Brendan Bailey reported that Chilton Fledgelings is also popular with 30 people attending one week and is nearing the capacity of the Chilton Community room.

Schools

Sarah Barrett reported that she is hopeful about Schools work. This continues at Harwell School but has been quiet at Chilton, though the stand-in head is enthusiastic. The Rector said that he is involved in the recruitment of the new head teacher at Chilton.

The Rector said that the report is very encouraging. It includes a lot of work, there is more that is not mentioned – the pastoral work around Fledgelings is having a really significant and positive impact.

These papers refer: Paper F: Information about the Trust and Trustees. Paper G: Fundraising Strategy. Paper H: Fundraising Letter Example.

Questions:

Has there been PCC agreement for the transfer of the Children and Families Workers to the Trust. The Rector said that this had been discussed at previous Combined PCC meetings.

Could people (especially those who contributed to the funding) now be informed about this and where the CFWs will be working?

The Rector said that the Children and Families Workers continue to do Christian Families Work in the benefice. The funding used to go through the PCC. It will now be channelled from the PCCs to the Trust. The Trust is now the formal employer, but the CFWs will continue to work in Harwell and Chilton.

Sarah Barrett added that this is stated in their Contracts of Employment.

ACTION: Rector to put update on transfer of CFWs to Trust in a Newsletter.

Who will be the line manager of the CFWs during the interregnum? Allan MacArthur said that this, and line management of the Church Administrator, was being discussed along with working arrangements during the vacancy across other areas.

It was stated that the formation of the Youthwork Trust enabled the application for funding from the Diocese to employ the CFWs and also Youth Workers who will work partly in the Benefice. The way the Trust is structured enables applications to other grant–making organisations.

The Rector agreed and said that the funds will be transferred to the PCCs in the coming days, then to the Trust, which is the Diocesan policy for good governance. There is an update on the Trust's recent activities on the Church website. Our churches have facilitated this work, and we hope and pray it bears significant fruit.

B 2 Evangelism and Discipleship of Adults

B 2.1a Home Groups

Paper T Refers: Overall statistics of groups and thanks to Leaders.

Jean Barton, Home Groups leader, added that the Home Groups are very lively and it is good most are continuing. One is restarting and hopefully the other two will restart when things get easier with the pandemic. It is good and encouraging.

The Rector thanked Jean Barton for her work.

B 2.1b Central Courses e.g. Bible, Lent Advent and Living in Love and Faith

No report or comments.

B 2.1c Alpha and Christianity Explored

No report or comments.

B 2.2 Baptisms, Weddings and Funerals

Paper R refers. Recent Baptisms, Weddings and Funerals are included in the Pastoral Care report.

The Rector reported that these continue. He is making arrangements to cover those booked for April onwards.

B 2.3a CAP Money Courses

Paper Q refers: CAP money courses run and planned.

There were no comments.

B 2.3.2 CAP Centre and B 2.3.3 Didcot Emergency Foodbank

No report or comments.

B 2.4 Social and Community

Songs of Praise 5th June 2022

Jane Woolley said that the date of the Feast has been changed this year from the May bank holiday to the Queen's Diamond Jubilee Weekend.

Jane Woolley and the Church Administrator have been approached by the Feast Committee about using the Feast craft marquee for a Songs of Praise service or similar on the next evening.

Discussion ensued including:

- Previous Jubilee events.
- The requirements for the service including musicians.
- Church members are also helping the Church and other organisations at the Feast and the D Day Service on the evening of the 4th June.

The Rector suggested that the Senior Leadership Team decides if there should be a Songs of Praise. **No Objections.**

Harwell Feast 4th June 2022

Jane Woolley said that we usually supply help to the refreshments stall. It is in the name of Harwell and Chilton Churches though some of the volunteers do not attend church. She asked if we should do the same this year?

There was a general sense of agreement and no objections.

B3 Pastoral Care

Paper R refers: The paper conveyed thanks to all who carry out Pastoral Care, and covered recruitment of a new leader for Harwell and of more carers. Also visiting and staying in touch, Communions at Alma Barn and home Communions, weddings, funerals and bereavement care, and Generation Gold, Harvest, and Advent.

Pam Rolls reported that the Harwell Standing Committee had met to discuss recruitment of a new head of the Harwell Pastoral Care Team.

We should rejoice that Generation Gold has met face-to-face a couple of times, people were thrilled to meet up, though they appreciated the visits and gifts that had replaced the services during the pandemic restrictions.

B4 World Mission

Yvonne Sanderson reported that the World Mission Group will meet in March. Currently 3 or 4 people attend and more would be welcome. The Rector said that people who have arrived in the Benefice in the last few years may be interested.

B 5 Worship Services

B 5.1 Review of Service Pattern

No report or comments.

These papers refer: Paper I: Record of Discussion on Service Pattern Review and Didcot Ministry and Mission. Paper J: Interregnum and Recruitment.

No comments.

B 5.3 Proposals for the Revisions to Current Service Pattern and Next Steps

These papers refer: Paper N: Service Pattern Modification Proposal BHMRR Paper O: Service Pattern Modification Proposal JSB Paper V: JSB Proposed Harwell Morning Service Outlines Paper W: Service Pattern Modification Proposal WCL Paper X: Decision Making Process

The Rector said that we have run the current pattern of services since September subject to review. Feedback has been collected from the congregation and leaders. There was a preliminary discussion at the Away Day (see above) and a request for proposals was issued.

Three proposals were received: BHMRR, JSB and WCL. Proposal WCL is related to proposal BHMRR so will be tabled as an amendment to proposal BHMRR. This also gives a simpler voting process. No amendments have been received to proposal JSB.

These proposals and amendments are now tabled so belong to the meeting not the original proposers.

Unless there is a majority in favour of one of the proposals, the current service pattern will continue. This is not an ideal situation and one which the proposals attempt to address.

Each proposal and amendments were presented and discussed:

PROPOSAL BHMRR

The proposed pattern of service is (full details are in paper N):

Sunday of the Month	11.00 am Harwell	9.30 am Chilton
First	All Age/Interactive	Holy Communion
Second	Holy Communion	Morning Worship followed by 10.30 am All Age/Interactive in Village Hall
Third	All Age/Interactive	Holy Communion
Fourth	Morning Worship	All Age/Interactive in church
(Fifth)	(Holy Communion or All Age/Interactive)	(Morning Worship)

Tony Hughes introduced this proposal on behalf of Hazel Benton, himself, Pat Moseley, Pam Rolls and Jan Radford and answered questions.

Discussion ensued including these broad subjects:

- Church members returning post-restrictions at Chilton may want to try out the interactive services.
- The next phase should still be a trial with evaluation.
- The Chilton congregation would be sad not to be part of an intergenerational congregation.
- Whether Chilton Church had enough space for an interactive service with groups for all families in the Benefice.
- The number of interactive services per year for each proposed pattern.
- Providing enough preachers and leaders for interactive and morning worship services each week may be challenging Jonathan and Dawn will have left, and leaders may have other roles during the interregnum.
- The Praise Parties are mainly song-based with no sermon or groups and need fewer leaders.

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- The number and type of adaptations to the pattern for festivals such as Harvest, Toy Service, Christingle and baptisms including changes of location and type.
- The content of services front facing, Interactive, family service or all-age would be decided by the people running them, not by the PCCs. However, the number of leaders and what types of service each can run will determine what can be run.
- Too much variation in service time or location could confuse new people and they may not attend. Sundays have many alternative activities. A constant time and location for each service type is better to attract new people and retain current attendees.
- Sarah's and Melanie's work during the lockdown retained most of the young families who attend church activities other churches have fewer families post lockdown.
- Harwell Interactive Service and Pebbles Family Service were well attended we should be mindful of what we see working and why.

AMMENDMENT WCL

This proposal amends proposal BHMRR.

The proposed pattern of service is (details are in paper W):

Sunday of the Month	Harwell 10.30am	Chilton 10.30am
First	Interactive	Traditional e.g. Holy Communion
Second	Traditional e.g. Holy Communion Interactive in village hall (nothing in churc	
Third	Interactive Traditional e.g. Morning Worship	
Fourth	Traditional e.g. Morning Worship	Interactive in village hall (nothing in church)
(Fifth)	(Interactive)	(Traditional e.g. Morning Worship BCP)

Jane Woolley introduced this proposal on behalf of herself, Phil Corbishley and Becca Lewis and answered questions.

Discussion ensued including these broad subjects:

- Chilton Village Hall should be able to hold all families from Harwell and Chilton for interactive services.
- Chilton Church should be able to hold all Benefice families for a front facing service.
- Most of the Chilton families go to interactive service at Harwell.
- Whether the Chilton congregation would be content to exchange two services in church per month for a more suitable venue for interactive family services.
- The preferences of the Chilton congregation for traditional or interactive services and if there should be further consultation with the Chilton congregation before going ahead.
- The Rector said that we need to make decisions rather than consult further with the Chilton congregation as suggested. No decision would effectively be a decision to continue as now. Some people will be unhappy whatever is decided.

VOTE ON WCL AMENDMENTS TO PROPOSAL BHMRR:

FIRST AMENDMENT:

On the second and fourth Sundays, the "all age/interactive" service at Chilton would be in the village hall at 10.30am and would replace the 9.30am service in the church.

Straw Poll of CPCC: Carried.

Resolution	Proposal BHMRR is amended: On the second and fourth Sundays, the "all age/interactive" service at Chilton would be in the village hall at 10.30am and would replace the 9.30am service in the church.				
Proposed	Meeting		-	Passed by the JPCC	8 for, one against, 2 abstentions.

SECOND AMENDMENT: All Sunday morning services (whether at Harwell or Chilton) would start at 10.30am.

Straw Poll of CPCC: Carried.

Resolution	Proposal BHMRR is amended: All Sunday morning services (whether at Harwell or Chilton) would start at 10.30am				
Proposed	Meeting		-	Passed by the JPCC	7 for, 3 against, 1 abstention.

PROPOSAL JSB

The proposed pattern of service is (details are in papers O and V):

	9.30am	10.30am		11am	6.00pm
	Chilton			Harwell	
	All Saints'	Chilton Village Hall	St Matthew's		
1	Holy Communion		Family Praise	Morning Worship + groups	Evening Prayer
2	Morning Worship ⁽²⁾	Family Service	Family welcome (low-key) ⁽³⁾	Holy Communion (no groups)	Evening Prayer BCP
3	Holy Communion		Family Praise	Morning Worship + groups	Evening Prayer
4	Morning Worship or Family Service		Family Praise	Family Service	Holy Communion
5	Morning Worship		Family Praise	Family Communion (no groups)	Evening Prayer

The Rector introduced this proposal on behalf of himself, Sarah Barrett and Brendan Bailey and answered questions.

Discussion ensued including these broad subjects:

- A 2/3 to 1/3 mix of locations for interactive services more fairly reflects the number of families in each parish than 50-50.
- The type of each service could be modified from formal to interactive in light of experience and as preferences become apparent.

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- The change between Family Praise and Morning Worship at Harwell: Family Praise could end with a quiet song, then the children could go to their groups marking an obvious end. The organ could start playing to change the mood.
- Any family-oriented service will have loud conversations and noise from both children and adults. People wanting a quiet start could go to other services.
- The timing of the two morning services at Harwell will need leaders to be disciplined about starting on time and the congregation to arrive on time.
- There would be a three-week gap between group sessions for months with five Sundays.

AMENDMENT TO PROPOSAL JSB

It was suggested that the WCL amendment should also be considered as an amendment to proposal JSB, since its provisions appeared to be what was preferred by the Chilton community. It was stated that the WCL amendment would not fit with the JSB proposal unless other changes were made as well. There was therefore no vote on this suggestion. No other amendment to proposal JSB was tabled.

A PCC member expressed concern that the discussions were not leading to easy agreement, and proposed that an external facilitator might help us to reach a fair conclusion. This suggestion was not taken up.

Tony Hughes then proposed that we save time and further debate by adopting proposal JSB as it stands for a trial for say two months, with no further vote on proposal BHMRR, and then review how things are working out. It was pointed out that the interregnum will start in less than two months, when further discussion and changes would be more difficult, and it was stated that that it is not possible to make any changes to the pattern of services during an interregnum (See footnote¹ for the record). This proposal to defer a formal vote was not accepted.

The Rector said that we would continue with the voting process as previously agreed. After some further discussion voting took place.

VOTE OF PROPOSAL BHMRR AND AMENDMENT WCL AGAINST PROPOSAL JSB

Straw Poll of CPCC: Majority in favour of JSB.

JPCC Vote:	BHMRR 1 JSB 9	ABSTENTION: 1	
JFCC Vole.		ADSTENTION. I	

VOTE TO ADOPT PROPOSAL JSB

Straw Poll of CPCC: CARRIED

Resolution	To Change the Service Pattern in the Benefice to Proposal JSB as Described in Paper O				
Proposed	Meeting		-	Passed by the JPCC	9 for, none against, 2 abstentions.

The Rector said that we will continue to adapt the pattern, and have made as good a decision as we can.

¹ There is in fact flexibility to modify the pattern of services if necessary. The Dorchester Vacancy Guidelines say on p.7 "As far as possible, your regular service pattern should be maintained: this is not the time to make radical changes, although you may need some flexibility".

C 1 Communications and Operations

C 1.1 Update and Plans

Paper E refers: Communications and Operations report: Weekly and other services, Ridgeway Broadsheet, Christmas and Easter Cards, Occasional Offices, GDPR, Church Hall and Other activities.

The Rector thanked the Deborah Evans, Church Administrator for her report and work.

C 1.2 General Data Protection Regulations

The Rector said that the Data Protection policy is an ongoing project.

C 2 Stewardship and Finances

C 2.1 Update and Plans and Benefice Share

The Benefice share was considered at the joint part of the November Individual PCC meetings, and both parishes are aiming to pay the share in full.

C 3 Safeguarding

C 3.1 Update and Plans and C 3.2 Appointment of a New Safeguarding Officer

Paper B refers: DBS checks renewal time, DBS Update Service, the Safeguarding dashboard, vulnerable adults, Social Media policy, Recruitment of Second Safeguarding Officer.

Judy Gold highlighted the following from her report and answered questions:

- Second Safeguarding Officer the Rector said that a meeting is scheduled to discuss this vacancy and others. He thanked Judy Gold for performing this role alone for so long. She said that she is happy to continue for now.
- New 3-year renewal for DBS Certificates Judy encouraged everyone to join the update service when they can, which they can apply to do for up to 30 days after a new DBS application.
- Social Media Policy. The Rector said that other organisations will have similar policies so we could adapt one if required. A link to social media on the Diocesan website was found during the meeting.
- Safeguarding Dashboard Judith Russell is helping with this.
- Clergy DBS checks are looked after by the Diocese.

The Rector thanked Judy Gold for her work.

C 4 Staffing and Leadership

C 4.1 Update and Plans

New Children and Families Worker

The Rector welcomed Brendan Bailey as the new jobshare Children and Families Worker who will be working with Sarah Barrett. He has been very busy already.

New PCC member

The Rector welcomed Naomi Gibson who has been co-opted on to All Saints' PCC as Secretary. It is good to see her return to All Saints' PCC.

C 4.2 Employment Committee

Paper S was noted: Updates from Employment Group – New Children and Families Worker, Didcot Youthwork Trust, Departure of Rector.

There were no comments or questions.

C 4.2 New Clergy - Rob Thomas and Marilyn Thomas

The Rector said that Rob and Marilyn Thomas had lived in Harwell until about 15 years ago, and left when Rob was ordained and subsequently became vicar at Trowbridge. They have retired and moved back to Harwell, and wished to minister in the Benefice.

Rob Thomas

Permission to Officiate has been applied for. PCC approval is not needed for this. He has already preached at last Sunday's services.

Marilyn Thomas

Locally Licenced Ministry requires PCC approval.

Resolution	The PCC Approves the appointment of Marilyn Thomas as Locally Licenced Minister in the benefice.				
Proposed	Rector	Seconded	-	Passed by the JPCC	9 for, none against. 1 abstention.

C 5 Wider Church

C 5.1 Deanery and Diocesan Synod

Paper P refers: Reports on the Diocesan and Deanery Synod meetings in November 2021 No comments or questions.

C 5.2 Great Western Park and Valley Park

Paper I refers: Report on Discussions at Away Day including Didcot Ministry and Mission.

The Rector said that he has forwarded the notes on the Away Day to Andy Lord.

C6 Any Other Business

C 6.1 Thanks for Christmas Gifts.

The Secretary said that thanks have been received from Vicky MacArthur, Alex Reich, Pam Rolls and Eliza Wheaton.

The Rector asked for prayer for the outworking of the changes, for one another and for unity.

The Rector closed the meeting with the Grace at 10:34 pm.

Dates of next meetings:

Individual PCCs: 1st March, All Saints' Chilton

Combined PCC: 5th April 2022 online

CHAIR

SECRETARY

DATE

DATE