

## **Minutes of a Meeting of the Combined PCCs of St Matthew's Harwell with All Saints' Chilton held remotely via Zoom on Tuesday 4<sup>th</sup> July 2023 at 7.30 pm**

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### **Present**

**(J) Denotes Joint PCC member. There were thus 12 voting members at this meeting - all resolutions refer to Joint PCC votes**

Hazel Benton (J)	Steve Hale	Tim Roberts (J)
Elizabeth Clarke (J)	Tony Hughes (J)	Pam Rolls (J)
Peter Cox (Secretary)	Phill Johnston**	Judith Russell (J)
Debra Dewhurst	Rebecca Lewis*	Eliza Wheaton (J)
Sid Gale	Patrick Moseley	Jane Woolley (J)
Naomi Gibson (J)	John Pigott.	The Rector (Chair, J)
Stuart Gibson (J)	Jan Radford (J)*	
Gordon Gill	Liz Roberts	

\* From middle of item C 3.3.

\*\* From item C 2.

### **By Invitation:**

Sarah Barrett, Children and Families Worker (for items A1-A6, C3, B0, B1)

Jean Barton, Home Groups Coordinator

Deborah Evans, Church Administrator (until start of item C2)

Sue Greatbanks Harwell Safeguarding Officer (For items A1-A6, C3, B0, B1)

The items are listed here in agenda order, but were taken in this order: A1-A6, C3, B0-B5, C1, C2, C4-C6.

Item C3 Safeguarding would be taken after item A6 so that the Safeguarding Officers could leave once their item was completed.

## **A Preliminaries**

### **A 1 Opening & Prayer**

The Rector welcomed everyone to the meeting.

The Rector opened the meeting with the reading from Sunday: Matthew 10 v40-42

He said that from Genesis to Revelation, the bible asks if God will be welcomed by this person or that people, or humanity as a whole? Christians are bearers of Gods Grace and Glory.

It is astounding that we carry Gods Dignity and anyone can welcome God or refuse God, and to think that we can be the means by which others can welcome God

Jesus said that whoever welcomes us welcomes Jesus and God. Every church should be a place of welcome. If we want to be welcoming others in the name of Christ, this is an expression of the welcome we give to Christ.

The Rector led the meeting in prayer.

### **A 2 Apologies for Absence**

Apologies were received from: Helen Brook, Judy Gold, Allan MacArthur, Liz Morris, Alex Reich, Yvonne Sanderson.

### A 3 Minutes of Previous Meetings

#### A 3.1 April 2023 Combined PCC Minutes

Paper A refers: April 2023 Combined PCC Meeting Minutes for approval.

There were no corrections to the minutes.

**Straw poll carried.** Passed by the JPCC by implication.

<b>Resolution</b>	<b>That the April 2023 minutes in Paper A are approved.</b>				
<b>Proposed</b>	<b>Peter Cox</b>	<b>Seconded</b>	<b>-</b>	<b>Passed by the JPCC</b>	<b>Unanimous.</b>

As this meeting was held online, the minutes will be signed by the Secretary and Chair in due course.

### A4 Actions / Matters arising

Paper B refers. The matters arising are:

#### FROM THE JULY 2022 MEETING

##### ITEM C 1.3 Data Protection Policy

**Action:** Allan Macarthur to report at October 2022 Meeting

**Status October 2022:** No progress to date.

**Status February 2023:** The GDPR bit of work is going to be a big one. I have the current template of parish data protection document which we can complete but that doesn't really mean much as it is about putting procedures and training in place to ensure processes are followed and we can demonstrate we follow them. It's not that we are necessarily poor by default but we have got gaps. The Church of England is in the process of updating their site and advice on this. What we can say is that we are not compliant and do need someone to lead it in a practical and pragmatic way, though ensuring we comply.

**Status February 2023:** Allan MacArthur said that this area was passed to him when Rev. Mobey left and tasks and responsibilities were shared out. However, he does not have the time to take this any further.

An appeal for a volunteer for GDPR work was given at the February CPCC meeting.

**Status April 2023: Update by Allan MacArthur:** On the GDPR issue, there is a potential volunteer to take this forward. However they are evaluating the amount of work required. This is being held up as the Church of England is in the middle of updating the information for parishes and requirements on them. They have removed current information.

**Status June 2023: Update by Allan MacArthur:** No change. The CofE has yet to republish it's guidance. We are exposed on this.

#### FROM THE FEBRUARY 2023 MEETING

##### ITEM C 2.2 Plans for raising money to cover the Administrator's salary

**Heading:** Visibility of Contributions made on website

**Action:** Stuart Gibson, Tim Roberts and Nick Clarke to talk to the website support people.

**Status: Update by Allan MacArthur:** On the Administrator access to elements of Finance on the Web Site, this will need a discussion with the Support Desk on what is possible. However to be clear the Administrator **can not see the amounts that people donate**. They can see who has donated to what cause **but only**

**those giving through the web site**, people do give in other ways so this is not a complete picture anyway. Obviously the Administrator deals with various confidential information so there is a need to assess if this is really a major issue.

It is useful for the Administrator to be able to set up giving options on the web site. When this is done it needs to be tested so it kind of goes hand in hand with being able to see 'who gives' as part of that test. E.G So she puts through a zero gift to test and then check if it shows up. So we need to be aware that if we change things then there may be other knock on impacts on set-up of giving information on the web site which we may accept. The treasurers or bookkeepers would need to take on the maintenance of this.

**Comment from Stuart Gibson:** We need to sort out the ability to select where the funds are transferred if possible. At present everything goes into the Harwell account. A little refinement work needed and possibly clarity for the users!

**Status June 2023: Update from Stuart Gibson:** No updates at present although there is an attempt to arrange a meeting to discuss finances - hopefully before the 4th July.

**Update in July 2023 Meeting:**

In response to a question, the Rector confirmed that a meeting is due soon. It is important. Preliminary discussions have taken place and need taking further. It was stated that we do not want to lose Deborah. Tim Roberts stated that there will be a Finance team meeting in early August.

This item was discussed further under item C2.

**FROM THE APRIL 2023 MEETING**

**ITEM C 3.4 Social Media Policy**

**Action:** Eliza Wheaton to discuss provision of a work mobile phone with the Children and Families Worker and Church Administrator.

**Status: Update from Eliza Wheaton:** Sarah Barrett said that she does not feel she needs to have a work phone. As people have her personal number already, she doesn't think it makes sense to change that now. Deborah Evans said that is happy to use her own phone.

**A 5 Annual Schedule Items**

The annual schedule items on the agenda are: B1 (allocation of World Missions budget), C1 (Data Protection Policy), C 2 (Benefice share) and C4 (Staffing Review).

**A6 Other Joint Issues**

None.

**B Mission Strands**

**B 0 Vacancy arrangements and new Rector Appointment Process**

**B 0.1 New Rector Induction Plan and B 0.2 Rectory Décor Improvement Plan**

No report or comments.

**B 1 Children, Youth and Families**

**B 1.1 Update and Plans**

Paper F refers: CFW Report April - June 2023: Sunday Groups, Fledgelings, Youth Fellowship, Schools, Youth Trust, and Holiday Club and Continuing Professional Development.

No comments.

### **B 1.2 CFW Recruitment**

The Rector said that the PCCs had agreed that a new CFW should be recruited on a half-time basis. There were clear differences of opinion at the last PCC meeting and we are pausing the recruitment to consider options. The PCCs are keen to press on, but discussions will take place to consider if any options are missing. He will come back to the standing committee if necessary.

Any urgent questions could be considered now, otherwise please pass questions to him.

*When will this be resolved?*

The Rector said that everyone involved is keen that this is resolved quickly. There are practical and logistical challenges in getting everyone together for the required meetings. Depending on what further options are proposed then this should be resolved by the end of July. We need to recruit someone soon.

### **B 1.3 Greater Didcot Youthwork Trust and Youth / Secondary Schools Work**

Paper F includes a report on the youthwork trust.

Gordon Gill added that 70 children are attending the youth café each week. Sarah Barrett said that it is very busy.

All present gave heartfelt thanks to Sarah Barrett for all her hard work. Sarah Barrett thanked everyone for their support.

## **B 2 Evangelism and Discipleship of Adults**

### **B 2.1a Home Groups**

Jean Barton, Home Group coordinator, reported that five groups meet regularly, with about 55 people attending each week. The groups are quite large at 10-12 people per group. Some groups are not so strong but people do not want to leave their group – a real challenge. Life had been challenging for her in the last few weeks. The Rector thanked her for attending in the circumstances.

Jean suggested having the Combined PCC as an in-person meeting again, to enable more informal discussion. The Rector said that he had consulted people about hybrid meetings. It is possible in theory but has practical challenges. In person meetings can run on for a long time.

### **B 2.1b Central Courses e.g. Bible, Lent Advent and Living in Love and Faith and B 2.1c Alpha and Christianity Explored**

No report or comments.

### **B 2.2 Baptisms, Weddings and Funerals**

Paper F refers: Pastoral Care report – includes a report on this item.

No comments.

### **B 2.3 Responding to Financial Need**

#### **B 2.3.1 CAP Money Courses and B 2.3.2 CAP Centre**

Paper J refers: The new course is being rolled out and coaches are being trained. A course is currently being run. Also, youth courses and courses in Ukrainian.

Sid Gale apologised for the late availability of this report.

There was some discussion of courses in other languages. Liz Roberts, CAP coach, said that there is a new course which is more visual and needs far less literacy. There are courses in Welsh and Ukrainian now. Sensitivity is needed over languages and what nationalities can speak which other languages.

The Rector thanked all who organised the recent barbeque and CAP ministry meeting. This is very inspirational work. It is a good opportunity and a challenge how we can be more engaged. This is especially needed in the current economic situation and more help will be needed in the months ahead.

### **B 2.3.3 Didcot Emergency Foodbank**

No report or comments.

### **B 2.4 Social and Community**

No report or comments.

## **B 3 Pastoral Care**

### **B 3.1 Update Including appointing a Pastoral Lead for Harwell**

Paper H refers: The paper conveyed thanks to all who carry out Pastoral Care, and covered recruitment of a new leader for Harwell. Also, Home Communion, Baptisms Weddings and Funerals, Generation Gold, and the monthly cafes in each church.

Pam Rolls highlighted the following from the report:

- Pam and Jan are still searching for people to join the teams and for someone to lead the Harwell team. The Rector said that this is an important area of the ministry of welcome and care.
- Home communions have been given at Alma Barn Lodge.
- Weddings have been booked, and Baptisms and Funerals have taken place or are scheduled.
- Pam and Jan Radford find Generation Gold a fulfilling and encouraging ministry, particularly the 5 people on the Exploring Faith course, it is worth doing again.
- The two cafes are also good.

Discussion ensued including the following:

*Could the job title “Visiting Team Leader” be putting people off, could it be changed to “Enabler” or “Facilitator” ?*

- Pam Rolls said that there is a certain amount of leadership involved. It needs someone quite experienced in pastoral care of others. The Chilton team has discussions in confidence and encourages each other.
- The Rector said that he sensed that people are waiting for someone to step forward for the vacant roles in the church This is not the case: we should see that everyone in Harwell has a heart for mission and could fulfil a role. Is there anything we can do as a JPCC that gives more people a way to understand this ministry and how to play their part?
- Pam Rolls said that we could highlight it in a service. We must have someone who is a Christian and member of the church and in good standing. Maybe people are too modest and do not realise they have a gift.
- We should all consider suggestions for who could do these roles.
- Patrick Moseley, Chilton visiting team leader, said that if someone is interested in leading the Harwell team, they would be welcome to attend a Chilton team meeting to see the team in operation.
- The meeting discussed if the teams should be called Pastoral Care teams or Visiting Teams (a previous name). Visiting teams has a larger connotation to cover the wider community rather than just church members.

The Rector said that we have a few ideas. Please ask if anything more is needed. He hoped that by the next meeting we would have a couple of people exploring this.

A couple of people were mentioned as interested in the teams. Pam Rolls said that this is good news and we could build teams from there.

The Rector said that this is a valued part of church life. A possibility is to have a display in church about a ministry each week with people available to explain it, including pastoral care. He is considering how to present ministries to the wider community so people understand ministries and the call to us all to share in it.

## B 4 World Mission

### B 4.1 Allocate World Missions budget for 2023 and B 4.2 Capital Project Update

The Secretary reported on behalf of Helen Brook, World Mission Group leader, that they have now received the amounts for the world mission budgets, but it was going to be tricky to get the world mission group together and agree the budget before this meeting. She requested that this item is held over until the next CPCC meeting.

## B 5 Worship Services

### 5.1 Service Times

A PCC member asked about this.

The Rector said that this had been mentioned in various contexts. Everyone agrees that there are issues with the regular Sunday service pattern and timings, but no one quite knows the solution

He is currently engaging with, and getting to know everyone and how everything works, so changing the service times now would be a distraction. It is his intent to have an awayday in September where this subject will be one of those considered.

He suggested that we should think about the options for how this might work together over the summer, considering positive aspects as well as what we object to, then discuss the options in September. The new pattern could start in the New Year.

He has already made a few small changes: He is trying to ensure that after All Saints' morning service, when the preachers and leaders are going to St Matthew's, one leader is able to stay at All Saints'. This is difficult to schedule around holidays, but it should be a rare occasion when no leaders stay on. One benefit of the current service times is that there is a good time to do things after the Chilton Service.

## C 1 Communications and Operations

### C 1.1 Update and Plans

Paper E refers: Communications and Operations report June 2023: Weekly and Other Services, Chilton Chronicle and Harwell News, Weekly News Bulletin, Occasional Offices, GDPR, Church Hall, Discussions with the Rector, Other Activities and CAP volunteering.

A PCC member said that Deborah Evans does a lot of work and he thanked her for all she does.

**Agreed by all present.**

*Has there been any feedback on the articles in Harwell News and Chilton Chronicle?*

- The monthly newsletters are very much missed. The only communication is via the Chilton Chronicle and Harwell News, with bimonthly articles to fit in with the Harwell News bimonthly editions, leaving a one-month gap in the Chronicle which is published monthly. People may not understand why this is.
- The Church Administrator said that she had discussed this with the Rector and they had decided to send the same article to both newsletters. She can discuss this further as there may be a way round this.
- If we are seeking feedback the current schedule should be run for a while.
- There is a large amount of information and articles in the Harwell news so the church article could be missed. The Church broadsheet was more upfront.
- The Church administrator said that the article had been edited down by the Harwell News editors and part was missing. She thanked PCC members for their feedback.

The Rector said that the Church Administrator had given a very full report. He thanked her for keeping him informed of necessary tasks, and he massively appreciates the work she does.

He is also very aware that the IT systems that support the Communications tasks are not always doing what we need them to. A lot of extra work is needed that can push out other tasks and areas. He is working with the suppliers of Web Office to resolve this.

If more communication channels are added, quite a lot more work is needed to get a particular message out, it can become overwhelming to do.

One small step is to work with our supplier to make better use of and improve the system, so it works for us rather than vice versa. Hopefully small improvements will add up.

The Rector asked for volunteers to contribute photographs and videos for church communications, it is a very visual age.

A PCC member mentioned that one page says we are still in interregnum. The Church Administrator said that she will correct this and asked that people should let her know of any corrections needed.

The Rector agreed and said that there is a very large amount of content that would take several weeks for one person to check, so it would be better if people could check and report any corrections needed.

### **C 1.2 General Data Protection Regulations and C 1.3 Data Protection Policy**

These papers refer:  
Paper E Communications and Operations report  
Paper B Matters Arising.

There were no comments.

## **C 2 Stewardship and Finances**

### **C 2.1 Update and Plans**

Stuart Gibson said that the Stewardship group will meet soon, Tim Roberts is working hard to arrange a suitable date. There is no update now. The Rector said that the significant issues will be discussed at this meeting.

### **C 2.2 Plans for raising money to cover the Administrator's salary**

Tim Roberts said that this subject will be a key part of the meeting which should take place in August.

It was stated that the fundraising was needed to cover the cost of the larger than usual pay rise for all staff due to the higher rate of inflation. More significantly the previous Rector had funded a large proportion of the Church Administrator's salary when the hours had been increased to cover PA tasks.

A PCC member asked if we need to wait until the next Combined PCC meeting in August to decide this matter and allay any concerns that Deborah Evans may have. Could this be done sooner?

There was some discussion of what the original hours of work were, what proportion of the salary was covered by the Church and the previous Rector, who needed access to the information and who could make the decisions.

#### **The following actions were agreed:**

- 1) Jane Woolley and Tim Roberts will prepare a paper for the Stewardship group only describing the current situation and required timescale.
- 2) The Stewardship group will discuss the paper and the available options. They will decide next steps and inform the Church Administrator. Or, if necessary, pass the matter to the Standing Committee of the PCCs for decision.

### **C 2.3 Benefice Parish Share**

Sid Gale said that this was discussed at the latest Deanery meeting. It looks like the share will be capped at an increase of 3% on the 2023 share.

### C 3 Safeguarding

#### C 3.1 Update and Plans and C 3.2 Safeguarding training of PCC members

Paper C refers: Safeguarding Report: Safeguarding Procedures DBS Renewals, Safeguarding Training of PCC members Social Media Policy, Parish Dashboard, Recruitment of Ex Offenders Policy and Pastoral care.

There were no comments.

#### C 3.3 Recruiting of Ex Offenders Policy

Paper D refers: Recruitment of Ex Offenders Policy.

Eliza Wheaton, who chaired the last meeting, confirmed that this had been discussed at that meeting. It was not agreed but needed further revision. (See item C 3.5 in the July 2023 minutes).

Sue Greatbanks said that this is a revised policy for PCC Approval.

It was stated that Safeguarding is delegated to the Combined PCC and the policy could be adopted at this meeting.

#### *What is the Parish Database?*

It was stated that this is a checklist of tasks to do to adhere to the Diocesan Safeguarding rules. Sue Greatbanks said that it sets out all the tasks a Parish should do and items we should have. Most are completed, this is one of the outstanding items. PCC members can be given read-only access.

**Straw Poll:** Carried unanimously. By Implication:

<b>Resolution</b>	<b>That the Recruiting of Ex Offenders Policy in Paper D is approved.</b>				
<b>Proposed</b>	<b>Sue Geeatbanks</b>	<b>Seconded</b>	<b>-</b>	<b>Passed by the JPCC</b>	<b>Carried Unanimously</b>

All present thanked Judy Gold and Sue Greatbanks for their report and all their work.

### C 4 Staffing and Leadership

#### C 4.1 Update and Plans and C 4.2 Employment Committee

Paper G refers: Employment Committee Report

Hazel Benton, Employment Committee Chair, highlighted the following from the report:

- The Employment Committee has been in existence for four years, chaired initially by Jean Barton then by Hazel Benton.
- Two of the four members are leaving the committee so another one or preferably two members are needed.
- Over the last year of interregnum, Hazel Benton has liaised with the Churchwardens Allan MacArthur or Eliza Wheaton. She will now liaise with the Rector.
- If there is an issue, the Committee will discuss it, for example recruitment plans, job descriptions, and person specifications.
- The committee is also responsible for overseeing the needs and welfare of paid staff employed by the PCC.

Discussion and questions included:

Eliza Wheaton volunteered to be on the committee. It was stated that there may be another volunteer.

*Is there an employment policy?*

The Employment Committee Chair said that there is, including an outline of what the committee does and terms of reference. It was stated that we follow Diocesan policies.

*Is there a pension scheme for the Employees? Is it optional?*

Hazel Benton said that this is included in the contracts of employment. Financial aspects are looked after by Stuart Gibson, Chilton Treasurer. Stuart Gibson agreed that there is an optional scheme, both employees are signed on.

The Rector thanked Hazel Benton for her report.

## **C 5 Wider Church**

### **C 5.1 Deanery and Diocesan Synod**

#### **Deanery**

Paper I refers: Wallingford Deanery - Draft Future Financial Plan: Background, Baseline Expectations, Encouraging Partnership, Process and Targets.

Gordon Gill highlighted the following from the paper:

The Deanery and Parish Share has a shortfall of £47,000 as not all parishes are paying their share. Also, the Great Western Park clergy is subsidised by the Diocese of £45,000, which will be withdrawn over the next few years. There could be a total shortfall of over £90,000 in a few years.

The Deanery Standing and Financial Committees have composed the draft plan to reduce the shortfall to zero. If each parish pays its share in full, there will be a rebate from the Diocese. This is due soon. Andy Lord and the Mission and Pastoral Committee will finalize the plan.

The intent of the Deanery is to evangelise and grow the congregations and giving so the parish shares are met.

If not, then one option is to reduce the number of paid ministers in the Deanery when ministers leave: Harwell and Chilton and Cholsey parishes pay their full share each year, so recruited a like-for-like Rector when the previous one moved on.

Four parishes are not meeting their share, so when their minister moves on, they will only be able to recruit a part-time or house-for-duty minister. A couple of ministers are due to retire in the coming years.

Another option is to merge parishes – for example All Saints' Didcot could be merged with Ladygrove parish. This will give a parish of 16-17,000 people which is too many. It is a question of how this is funded otherwise.

Gordon Gill is discussing this with people in the Deanery and has briefed the Bishop's Council.

*A PCC member asked what is meant by "House for Duty"?*

Gordon Gill replied that the minister is given a house free of charge for the duration of their ministry in exchange for parish duties e.g. running services. They may have employment elsewhere.

The Rector added that a House for Duty minister can be an incumbent minister. There is no set Church of England formula. Typically, it is Sunday and two more days of defined duty. The minister may have other Diocesan or local employment. It is being used increasingly and work on this is more pressing.

The Rector said that it is useful to have clarity and understand the big picture. We must recognise that our stewardship and giving, and being ready to speak about it, is no longer an optional part of being Christians and Church.

We need to see how we incorporate our own stewardship with the Deanery plans and pray hard for and support those churches with vacancies.

The paper has lots of options for collaboration and this is particularly essential now with Greater Didcot and elsewhere. We need to stop talking and start doing.

## Diocesan Synod

Paper J refers: Diocesan Synod Report - Minutes of the June 2023 Diocesan Synod. Summary of the Deanery Synod and points discussed, including the Bishop's Address on Artificial Intelligence, Schools and Children's work, Diocesan Annual Review, Budget, Governance Review and Safeguarding review.

Sid Gale introduced the paper, there were no comments.

### C 5.2 Great Western Park and Valley Park

#### Great Western Park

Gordon Gill described the current situation: The GWP minister, Mark Bodeker, started as a New Missions post, funded as a curacy initially, then by the Diocese for a further five years. For the following five years, funding will be passed to the Wallingford Deanery, rising to 100% funding by the Deanery at the end of this time.

The GWP church is growing, but is not big enough yet to cover the full parish share. The congregation are mainly young families, and with the numbers attending now, it would be £2000 giving per family to cover a full parish share. So, there will be negotiation with the Diocese over funding. Otherwise, if Rev Bodeker moved on, he would be replaced by a house-for-duty or part-time minister.

He would need to check about collaborative ministry as GWP is partly in Harwell Parish.

In summary, GWP church is thriving but is heavily subsidized, we should see where we are in 2-3 years. He asked that we pray for the church – the majority of those attending live in Harwell parish.

#### Valley Park

Gordon Gill described the current situation: No houses have been built in Valley Park so far. At some point a house will be built for a curate provided by a charitable trust. Sasha Reeves, New housing Curate could also work in the area. The current thinking is to see what happens when the houses start to be built, there is opportunity for collaborative work in the future as the community grows. He suggested that the Rector talks to All Saint's Rector Andy Lord and Sasha Reeves. Plans have been put in place which were waiting for the Rector to be appointed.

He asked for prayer about what happens next – it will be part mission.

It was stated that Eliza Wheaton and Yvonne Sanderson have attended the GWP / Valley Park meetings up to now. There was discussion involving the Rector and Gordon Gill about what meetings are needed and committees should be formed and how soon.

The Rector requested that this remains a standing item on the agenda.

## C6 Any Other Business

### C 6.1 Hard Copies of Morning Service Sermons

Liz Roberts introduced this item:

She had been asked by a couple of Harwell parishioners if written copies could be produced. This is because they are hard of hearing and could not get on with the hearing loop system. These could be produced once a month by the Church Administrator and / or Liz Roberts. One challenge is that some preachers do not produce written notes. If the sermons are different in each church, then two sets may be needed. This could be offered discretely, possibly by the visiting team. It would be very much appreciated as they miss so much. It was a firm request and she had been asked to report back.

Discussion and questions ensued:

*The Rector asked if an audio or video version would be acceptable, as some presentations are very visual and it would be a lot of work to produce a written version.*

Liz Roberts said that the people are not able to use the internet, and she is not sure they could use a USB stick either. An audio-only recording could be distributed by the visiting team. It was stated that audio recordings were available on the website in the past.

*Is there a problem with the St. Matthews Hearing Loop, do the people use hearing aids?*

Liz Roberts said that they do have hearing aids and the loop works, but they are unable to engage with it. Tony Hughes, St. Matthews facilities coordinator, said that he had demonstrated the hearing loop system but it does not suit everyone.

*There are also devices that you wear around your neck, would they help?*

Liz Roberts said that they are not very discrete.

*Would this include the intercessions?*

Liz Roberts said that it could be as the intercession leader would have their head down. She will enquire.

A Chilton PCC member said that they use their hearing aid for the sermon only. He had been able to obtain typed copies of the sermon in the past. There was some discussion of the hearing loop in All Saints' church.

A preacher said that she always has her sermon typed out. If there are slides, she includes the key words.

The Rector said that it is a problem with several dimensions. This also relates to the principle of welcome and we should ensure that everyone can engage with the services. He suggested that a small working group is formed to consider more angles and options, and sensitively enquire how we can support them. This could also help others that do not attend church or are housebound.

Several people volunteered to join the working group and others were suggested, including Gordon Gill (who has worked with those with autism), Tony Hughes and Debra Dewhurst (who has audiology experience).

It was suggested that the audio-visual procurement team are included.

Timescales for reporting back were discussed.

The Rector said that he hoped that we can make the systems work harder in the months ahead. It is good practice that we make material available, we can consider how we use the work already done such as sermon scripts to reach people. We are at least a few months away from doing this. If we address people struggling in the church buildings, we will also help those in the wider community.

Jan Radford led the meeting in prayer.

**The meeting closed with the Grace at 21:17.**

**Dates of next meetings:**

**Individual PCCs: 5<sup>th</sup> September 2023, All Saints' Chilton**

**Combined PCC: 3<sup>rd</sup> October 2023 online**

**These minutes were approved at the CPCC meeting on: \_\_\_\_\_ Date**

\_\_\_\_\_

**CHAIR**

\_\_\_\_\_

**SECRETARY**