

Minutes

Ministry Area Council

27th September 2023 18.30-20.30 St Catherine's Cafe

These proceedings were recorded in full. An audio file is available to M.A.C. members upon request.

Item	Minutes	Action
Introduction and Prayer		
	Ann opened and chaired the meeting & welcomed everyone & asked Rachel to led in scripture and Prayer	
Attendees and apologies for absence		
Attendees	Rev Charlotte, Rev Rachel, Trish Tazzini Lloyd, Elaine Rees, Keith Johns, Babs Minton, Ray Minton, Sheila Nurse, Ann Davies, David Morgan, Helen Gulliford, Jeremy Heuslein, Warwick Butler, Neal Wood, Amber Baker	
Apologies	Karen Murphy, Christine Godfrey, Mandy Haydon- Hall, Ian Sandford, Andrew Sowerby, Helen Gulliford	
Absent		
Minutes of the last M.A.C.		
Amendments	Warwick's name was absent from the last minutes, but it has now been added & he has received a copy. BM wanted to ensure that what she raised & read out on Baptism at the last meeting was not minuted accurately & CR suggested we have a copy of the written version that she read out so that we have a permanent record	
Proposer	Babs Minton	
Second	Sheila Nurse	
Matters arising from last MAC		
i. M.A. Staff	CR has spoken to the diocese about the third priest and a Job spec has gone out. Meanwhile she has spoken to an Anglo-Catholic priest who is very interested in coming to look at the Ministry Area. She is meeting with them next month to discuss further, and Rod knows that she is meeting with this person. If the clerics believe they are a good fit, then they will	

	<p>interview... If not, then the advert will go out & she believes we will be prioritised. In the interim she acknowledges how tough it has been on clerics and congregations & they have had a reshuffle. RC will oversee pastoral issues for SLR & CC. JH will do the same for SJ. CR has oversight of SC & SM & they will share SLC. Midweek Eucharists have been restructured so there are 3 in the mornings allowing each cleric to spend more time with the congregation & not have to rush off to a 2nd service</p>	
<p>ii. Foodbank CIO</p>	<p>Ray confirmed that they are now registered as a CIO as from 17th July. They have registered for Gift aid with HMRC and signed the franchise agreement starting 1st October. 2 things outstanding: Payroll company need to register Foodbank as an employer, and he needs to change Bank accounts. Ann asked if he would inform Rod. A stock take was undertaken today & Mandy is working on new client database. Mandy has a meeting tonight where hopefully the lease will be signed. CR praised them for achieving so much in such a short time.</p>	
<p>iii. Sale of St David's Church & Hall</p>	<p>The property has been valued by the diocese including the church the land & the hall at £187,000. Ann understood it was £180,000 for the church £40,000 Hall & £30,000 for the land & Ray pointed out that there would be a deduction of 20% for Llandaff so it might well come to that. CR confirmed that the building is now redundant, and that the liability can now be handed over to RB once the building is empty. Father Michael is buying the chairs from us, & once other items promised within the diocese have been collected, we will have a tabletop sale & the remainder will go into a skip. RB will then take over liability for insurance and utilities & it will go on the market. There is a list of people who have expressed an interest in the property. We will continue to be responsible for the maintenance of the church yard unless the purchaser is willing to undertake this. We would need to keep a fund for that as we remain liable. There is a WW2 grave & a plaque which we hope can remain there, but the war commission has not visited for 2 years, so head of RCT council has been notified by Ann, as they are undertaking a project on war graves which is possibly Wales wide. CR clarified that 80% of the proceeds will come directly to us & for 18 months we have to use the funds on other church buildings after which with the bishop's permission we may use it for other purposes.</p>	

	She also confirmed that an item later on the agenda that will address the outstanding debt	
iv. Fairer Share Update	The appeal is being considered next week in the interim the diocesan conference on Saturday will set out the new structure of Fairer share. CR believes that each MA will be asked to pay £150,000 quota – but they recognise that some MA will not be able to do this & each MA Treasurer will sit down with the Diocesan finance board to discuss a reasonable percentage to pledge. More details on Saturday. But attendance figures will go.	RC/CR
No item 5		
vi. Annual report	It's done. As Babs recommended, we no longer need to do all the church reports annually. We report in the weekly newsletter & culture catalogue. So, the constitution only requires a report on the Diocesan conference, a finance report and a letter from the Auditor saying it's been checked. This would mean it would be achieved in a much timelier manner. All agreed this item can now be removed from the agenda. Ray suggested that if individual churches want to do their own reports they can, but they're not required by the charity Commission	
vii. Safeguarding	CR will meet with safeguarding officers from each church to progress with My Church people. She has received everything from SJ & Trish but very little from other churches. We need a register of every person who volunteers in church & gave examples to clarify. Not everyone will need a full DBS, but everyone will need to complete safeguarding module A which triggers the My Church people to say that they have completed. CR will arrange for further Modules to be done in our Church Hall. BM asked for updates on DBS, but CR says they're external to us, it's an over system as so huge. Not everyone will need a DBS even if they work with children unless they're alone. Potential risks identified. CR will ensure that anyone who needs one will have one.	CR & safeguarding officers to meet
viii. H&S Lead for MA	Rachel has kindly stepped in as lead for us as a point of contact for the whole MA. Vergers would be ideal representatives. First aid kits and Accident books need to be up to date & training provided where necessary. Annie Resus dummies if anyone needs updates, they	RC & each church representative

	are welcome to borrow for practice as they each contain an explanatory DVD	
5. Finance report	<p>RM ensured that all had received the reports via email. Impossible to send out the monthly expenditure for every church each month but available if anyone wants one let him know. Rebate received £1664.64 for Rev Peter's Diocesan work. RM expressed a dilemma as we have never paid for him as he is an NSM. CR suggested an alternative view. Peter was appointed as a full stipendiary priest when he was still with us & did diocesan work, so we are entitled to having the rebate. The suspension of the monthly contributions has finished now & now need to start up again as we need to keep a central pot of money. SC credit is wiped out, partly as we have a much higher parish share. SC figures are closer to 50 adults on a Sunday. Ray suggests that we must work out a fairer way of doing things & how we structure our finances & where we put our money. The big shift to one bank account & one pot. YMA opened & our tenants went over to them. We are starting to get new longer-term tenants in to cover the utilities. Ray explained the knock-on effects of this. CR will speak to SC committee on Monday to discuss amalgamation of Connect & SC as one as This will never be a commercial café again too much competition. However, CR points out that Pontypridd doesn't have soft play for families & she is looking at this as another income stream. Grants are available particular interest has been shown by the lottery and the diocese as well as smaller organisations to help us fund. It will also be another way to evangelise, RC gave examples of making Bubble Church; 4pm service at CC; messy church as attractive places to bring families. RM asked CR to ensure that cashing in the investment fund & restricted fund issues are discussed at the meeting on Monday. RM will reestablish the monthly contributions.</p> <p>Locky? envelopes order for next year – SLR need more. RM will order</p> <p>RM has been asked to spread the word by one generous donor in Foodbank (Amey international & Transport for Wales) who are doing a job search / skills workshop on Tues 3 October in Pontypridd RFC. Posters are available for us.</p> <p>Safe space book for each church.</p>	CR

	<p>Church savings accounts historically have been showing as restricted but technically are not, according to the charity commission. Peter in his role as Diocesan finance officer has suggested that they are moved to “designated” within each church fund so that we & the diocese have a more realistic view of our accounts. Agreed. But we may need to apply for more grants too. Ma assets will drop from £376, 000 once the Foodbank assets of £176,000 are transferred to their own bank account</p>	
<p>6.Matters for discussion & decision: i. Vicarage in the Graig ii. Saints Days BM iii. Fairer Share St Marys</p>	<p>BM discussed with CR prior to meeting as time allocated. She has agreed that NW is to put together a letter which she will see & agree before it is emailed down to the parsonage board, to buy out our 62.25% share of the vicarage. It was valued in 2018 when it was valued at £250,000 so we were owed £125,000 but told they didn’t have the money to do so. Questions have been asked by the charity commission, which they have delayed responding to as the item was deferred form July’s MAC meeting. At this stage they are hoping to receive a favourable reply from the board before they take matters further. We are miss seeing Saints days remembered and recognised on the weekly newsletter. Agreed. In the last 48 hours CR has had confirmation that Citizen will pay this going forward & that we will hopefully have a refund on the monies we have paid. CR clarified the way things have previously worked & altogether SM is paying out £17,254 per year £1437 a month. It is part of their provision towards us as the covenant agreement to help one another out where needed. Are we happy for them to continue to pay this on our behalf & can we accept the refund of £7412 that we have paid to date for SM share. CR clarified that Citizen as a goodwill gesture will take over the liability. Agreed CR proposes that we pay 50% of the MA expenses and Citizen will pick up the fairer share so it won’t affect our 10% CR will email first thing to get agreement from James Laing. RM needs to know by 8th October as that is when the SO goes through.</p>	<p>BM KM to reinstate RM to deduct from standing order</p>
<p>7.Health & Safety i. Railings and general H&S</p>	<p>CR sent an email about a child who impaled themselves climbing over spiky railings & the need to ensure we stay as safe as possible</p>	

<p>8. Safeguarding</p> <p>i. My Church People</p> <p>ii. Safeguarding Module B</p>	<p>Covered above</p>	
<p>AOB</p>	<p>RM asked about risk assessment explained in item 7 railings.</p> <p>NW raised the issue of the new logo which was not approved by MAC & also the “registered” charity number & one spelling mistake “loneliness” which has already been brought to our attention & changed. He also expressed a view that the logo is too wordy & asked that we look at changes & bring to the MAC for approval. CR explained that we are looking at various logo designs with Emily, a graphic designer & will bring to the MAC when they are available. We want to incorporate the bridge in our logo so we can ground our faith within the logo. One small spelling mistake under burial records it should read “interment” not internment on the website.</p> <p>We need to create that page as we have a lot of requests to trace family trees.</p> <p>RM mentioned RAC concrete under H&S: CR has checked the Quinquennial records & it doesn’t appear that we have any. We have discovered some asbestos in SC underneath the last supper.</p>	

Next Meeting 8th November 2023 18.30

Ardal Winidogaeth

Ministry Area of

PONTYPRIDD

Come and See



Bringing people
home to Jesus



Tackling
Loneliness



Building the
Kingdom of God

www.pontypriddministryarea.org.uk

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