**Casterton District Church Council**

28th January 2019

**Present:** Richard Snow, Stephen Evans, Gill Sykes, Wendy Thornton and Anastasia Micklethwaite

**Apologies:** Tom Herd, Dorothy Turner and Annette Benson

RS opened the meeting with Psalm 144 and WT read a reflection on it

The **minutes** from the October 2018 Meeting were accepted and signed

**Matters Arising:**

* **Friends of Holy Trinity:** SE reported that a number of people had signed up. Everyone on the original list would be kept informed and another letter would probably be sent out before Easter. The new residents in the village would be included.
* **Leaflet:** GSthankedRS for updating the leaflet which was now in church and the garage. GS has the spare copies and Vicky has the master in the office.
* **Website:** There is an annual charge for construction and maintenance. Information will continue to be updated by Ron Bulman’s son-in-law.
* **Letters of thanks for Harvest produce** have been received from the Bendrigg Trust, Manna House and the Morecambe Bay Food Bank
* RS thought that St Mary’s will now be willing to sell our **cards**. He will ask TH to supply some.

**Financial Report:**

* TH sent a **financial report** which GS read out
* The **Charity Fundraising** by C,SPS had been very successful raising a total of £2527.81 for Holy Trinity
* RS produced a sheet showing income and expenditure for the year
* TH asked for the following changes to bank account signatories to be considered: Gill Sykes and Stephen Evans to be added as **signatories** **for the HT bank account,** Tom Herd and Ron Bulman to remain as signatories and Jean Lobley and Frank Livesey to be removed. GS proposed this and SE seconded it. All present agreed.

**Churchwardens’ Report including Fabric:**

* The **essential roof repairs** had been completed as had work to the guttering. Hopefully, the damp ingress has been halted and all is in good order.
* Dixie Dean is seeking a quotation for replacement of the section of **tarmac on the church path** which is damaged and muddy.
* Ron Bulman is getting a quotation from Michael Whitaker to rectify the **bulge in the churchyard wall** by the west gate
* **Heating:** It was agreed that AM and RS would meet with Stephen Pickup with a view to SP setting the heating for the regular events (SJ! and Friday assembly). The boiler did not seem to be functioning as well as when it was new. It was agreed to experiment with the timer settings and to monitor the meter readings. AM apologised for not having had time to get any quotations yet for any remedial work to the heating system.

**Report on events:**

* The **concerts and services** had all gone well. The numbers at the **Coffee Morning** were disappointing.
* It was suggested that there might be an **Open Afternoon** in the summer
* GS reported that she and Anne Bulman would not be doing teas for the **Open Gardens** at Fell Yeat this year

**Future Events:**

* Sing Joyfully! Spring Concert on Tuesday 26th March at 7.30pm. Tudor and Renaissance music with ‘Cornucopia’
* Easter Service on 21st April at 10.30am taken by Deborah Preston. There will be no service on 28th April.
* Carnforth Choral Society 19th May (provisional)
* Harvest Festival on 13th October (provisional)

**Services:**

* Sundays 24th February and 24th March. The March service will be a Mothering Service

**AGM:**

* This will be on **Monday 18th March at 6.30pm**.
* A new **Electoral Roll** needs to be prepared in 2019. Everyone will need to fill in a form and reapply to be on the Electoral Roll.

**AOB:**

**Fire Risk Assessment:**

* RS will talk to school about **evacuation** and will arrange a time for a practice
* RS will ask if we may use the school’s Holly Bush car park as the **Assembly Point** for church fire evacuations
* **Stewards** need to be appointed for services and events and have a torch available to implement an evacuation
* A **notice** should be read out at the start of events explaining evacuation procedure
* We do not have a trained **First Aider** at Holy Trinity
* A **hazard check** will be done after the February service
* It was agreed that **the responsibility for safe evacuation** lies with a visiting group if they have asked to use church but we need to give them the evacuation instructions to read out and implement
* SE will fill in the **Risk Review and Evaluation form**

The **next meeting** will be the AGM on Monday 18th March 2019 in Church at 6.30pm followed by a DCC meeting

RS closed the meeting with the Lord’s Prayer.