Notes of the Team Council Meeting
13 March 2024 - 2pm – Team Office

In attendance: Simon Chambers, Jane Dunlop, , Heather Lowndes, , John Hawkins, Gill Sowerby, Alison Larkham, Liz Bayford, Sara Bossom Michael Barratt.

2. **Opening Prayers:** led by Simon Chambers

3. **Apologies** : Sara Atkinson, Diane Tapper, Alan Jewell, Maureen Amor, Debbie McIsaac, Rachel Funnell

4. **Matters Arising:**
   - **Team Council Subs for the next three years**. It was agreed that as the new Worshipping community figures were in some cases significantly different from the 2019 figures there would be a three year phase in to the new figures, but that the subs will always be calculated from the latest count and the 2019 figure. Clarity would be given to treasurers so they can plan for those adjustments.
   - The Red Box Emmergancy Service (No 100) is now in all our churches. This service liturgy can be used, and led by anyone, if for some reason the service leader doesn't turn up.
   - Meter readings from the Team Office Electricity meter have now been submitted. This should mean a reduction/return of costs in this financial year as estimated readings were considerably larger than reality producing a large electric cost last year.
5. **Team Vicar Vacancy**
   - The Advert has been published, set for interviews on the 15th and 16th May.
   - It was noted that there were a few changes that had happened since Team Council looked at the post in January. These included a change in title for the advert and profile from 'Team Vicar and Rural Dean' to 'Rural Dean and Team Vicar' stressing the importance of the Rural Dean's role but in no way implying a change in balance between the roles. The words 'building on the work already done by the Bishop and Rural Dean' acknowledges the great work Ruth started, and also that we are not looking for a rethink/restart of that work but a development of it. Also the scope for the post has been widened, allowing someone who may not be resident at Alderbury, but living locally and having their own accommodation to apply, again this does not change the role.
   - Sara Bossom pointed out that for the team someone living outside would increase team expenses, as it had for Lisa Rodrigues. Assurance was giving that this would be taken into account at the appointment. It was also noted that there is no preferred candidate and that the diocese has advertised so there is an 'open playing field' for applicants, and we would not appoint unless the right person was discerned.

- All were encouraged to pray the published prayer for the vacancy.
- John Hawkins asked about Lisa Rodrigues and clarity was given to her timescale, which means that pending her final report, the bishop will release her from the Clarendon team and look for her own post from Palm Sunday, she then has a year to find that post. It was hoped by all that she would remain with us to see us through the vacancy.

6. Financial Review

- Raw reports from the QuickBooks accounting system were presented to Team Council giving past financial year and the current financial year. These were explained and questions answered on how the Team Council acts as both an Agency to Parishes, Organists and vergers, but also, has its own accounting costs.
- A 'cleaned up' single page version of the 2023 reports was also presented, together with a pie-chart of income and expenditure, which can be used in your APCM accounts or by PCCs to inform them of our current financial position ensuring transparency.
- Thanks were given to Rachel and to Mandy for all the work they have done and we are finally in a position where we can move forward without any accounting issues hanging over us from previous years.
- It was also noted that fees for third quarter of 2022 were not paid to the diocese, although they were collected, this has now been rectified, bring our current balance back to an expected holding level.
- It was clarified that Rachel is now operating as our paid Finance Officer as part of her Team Administrator role, and Mandy is being used as a paid Financial Consultant when issues with the set-up of accounting are required.

7. Safeguarding

- Reports were given on the level of Safeguarding Dashboards: Farley & Pitton: 3; Alderbury: 2; West Dean and East Grimstead: 1; West Grimstead: 1; Winterslow :2; Whiteparish: 1;
- West Grimstead haven't got a Safeguarding Officer and so will ask if Alderbury's Safeguarding officer will be prepared to take on this role. **Action: Alison Larkham**
- Rachel has agreed to set up Safeguarding Training sessions for PCC members to cover, the requirements of the three courses Basic, Foundation, and Domestic Abuse.
- Sara Bossom asked if the Team Office held safe guarding records of reported issues in compliance with GDPR. It was confirmed by Simon that as each parish is responsible for its own safeguarding, then each parish should have in place its own GDPR and record keeping policies rather than them be held centrally.

8. Members Round-up

- It was proposed that although we have a rota for focus for team council to share during members round-up this was based on the old diocesan vision of 'Renewing hope, pray serve grow. And we should move onto 'Making Jesus Known; here and now' **Action: Simon new focus areas for next meeting.**
- The service pattern was reviewed: Jane suggested that Evensong at Whiteparish could just be the four sung evensongs a year as these were well attended but when it is only

said Evensong these are not well attended. This will be discussed at Whiteparish PCC. (**Action Jane to bring up at PCC**) The suggestion was that other churches could have an evensong if they can resource. John Hawkins suggested all members take this back to their PCCs to arrange other team Evensongs. (**Action: All to take to their PCC and report if each parish can resource a Sung Evensong**)
Liz Bayford asked if they could reduce the number of 8am services at West Grimstead as these were poorly attended.

- Worship Resources: We shared organist details, details of intercessors:
  Sara Bossom shared that for Pitton School the loss of a 'dog-collor' was sad. Simon indicated there was work being done at Academy level to share clergy across schools, but this required heads to work together especially with timetable.
  Alison Larkham indicated that St Mary's Alderbury is well resourced for organists, music and intercessors, and they have a healing service every 4th Sunday, and a music group once a month. Andy is happy to be deployed across the team as an organist. Three LPAs and two LWLs.
  John Hawkins reported that in Winterslow was fortunate with music and Janice as an organist. John brought to notice the Time and Talents village campaign to increase volunteers. It would be good to restart healing ministry again. A sung psalm has been introduced to one Eucharist a month.
  Heather reported the 2nd Phase of the roof is due to be started, but it is tricky. Music is supported by Janice, and there is a choir, and intercessions are led by three people. The Music Festival is planned to have Bishop Wordsworth school choir sing evensong and it is hoped the Bishop of Salisbury will be the preacher but not yet confirmed. West Grimstead, are 'OK' for music with still some singing in the choir, they don't lead intercessions. There is a bill for £4000 to fix the roof in the chancel which has fallen in.

- A note that 7th April Team Service was shared, as Easter Day is on the 5th Sunday.

- Debbie McIsaac, share through a printed handout that Lay Representative of the Deanery are invited to a joint meeting of Deaneries of the Archdeanconry on the 10th April at 6pm, to meet, and quiz the bishop on how to implement the Diocesan Vision. (**Action Team Council members to take to their Deanery Synod members or go themselves**)

1. **Closing Prayers –** led by Simon and The Grace was said by all.

   Meeting closed at 3:30pm