Clarendon Team Council Meeting Notes

Tuesday 12 May 7.30pm

In St Mary's Hall, Whaddon

Present: Simon Chambers, Jane Dunlop, Marcia Wadham, Debbie McIsaac, John Hawkins, Debbie Case (notes), Liz Bayford, Sara Atkinson, Sara Bossom, Liz Parsons, Michael Barratt, Alison Larkham.

1 **Welcome** from Simon,
2 **Opening prayer** led by Simon

3 **Apologies** received from : Alan Jewell, Alice Page, Heather Lowndes, Rachel Funnell, Ruth Livesey, Sharon Grant.

4 **Matters Arising**
A very special licencing service took place on the 22nd March at St Mary's, Alderbury. As a result, the Clarendon team are extremely pleased to welcome Rev'd Marcia Wadham to the team!

5 Team Council as Legal Body
Simon and Michael have identified that the Legal Body should be a Charitable Incorporated Organisation (CIO). All members will have voting status but the team will require at least 3 trustees, possibly 1 trustee for each parish for balance and representation. The trustees will have limited legal liability. Further updates to follow.

6 GDPR
The GDPR policy was last revisited in September 2024. Team Council are not responsible for GDPR as the parishes are the ones holding data. All representatives are asked to take awareness of GDPR back to their PCC's, identify who holds their parish data and how is this stored. PCC's can complete a parish Data Audit form if they feel it is relevant for their parish.

7 Martyn's Law
Overview of Martyn's Law and how this can help to keep people safe in the event of an incident either within or external to the church. Whilst designed specifically for terrorist activities, and for events with more than 200 people attending, it is a good idea to review responsibilities should we ever need to offer assistance in keeping people safe.
The Team Council will create some questions for PCC's to take forward, such as provisions within each parish, contact points, who would be the responsible person, etc.

8 Service Planning
The Team Council are responsible for overseeing the service plan. It was agreed that as Cluster services worked well during August 2025 we would again continue these in August 2026. Cluster services can be at any time of the day, if an established event already happens in one parish. Positive feedback was given that all parishes must stick to agreements for these to work well.
The Ministry team will review this and share ideas.

9 Safeguarding
No Safeguarding matters.
DBS checks and training are currently underway. PCC members will need to have their DBS check completed, so please do assist with this where necessary.
Following recognition that communication needs to improve, the PSO's and the Safeguarding Administration team met in early May. All felt the session was extremely useful and further dates agreed going forward.

Various safeguarding training sessions are taking place in the near future, with further dates being planned.
Parish verifiers will be given access to the thirty one:eight disclosure system to enable ID checks.

10 Parish feedback
West Grimstead A huge welcome to Marcia!
Volunteer numbers remain challenging as only 3 out of 4 PCC members attended the APCM.
Winterslow 19th-21st June sees the Winterslow Flower Festival, a celebration of marriage, love and friendship. A concert is being held on the 20th June as a part of the festival.
Repairs to St Johns porch roof were carried out early May.
Whiteparish A rogation service coincided with breakfast church. The school choir sang and the service was very well attended.
Damp has been discovered in the porch. Repairs/additional downpipes required to help mitigate the spread of damp.
Pitton Jane took the Easter Sunday Service which was started off with an Easter Egg hunt. The service was well attended.
Sadly, Mandy Kerley has decided to step down as treasurer, however a possible candidate is being investigated.
Alderbury another huge welcome to Marcia.
The Alderbury coffee shop celebrated 15 years since opening it's doors! Regularly attended by at least 30/40 people, the coffee shop has assisted the local community by providing grants to local groups such as scouts, the WI and other charities.
Significant health issues across the parish mean lots of pastoral care is required – sadly there are some gaps due to the number of people requiring support.
Ministry Team Confiramtion services taken by Bishop Tim Thornton were held on Easter Day at a dawn service at the Cathedral.

11 AOB
A Long Term Vacancy Relief has been offered by the Diocese. Based on complex rules and calculations, £7,218 is being returned to the benefice. The team needs to consider how to re-distribute this across the parishes. All Team Council members agreed the amount can be paid to the Team initially and distributed later. Simon is to prepare suggestions on how this can be shared across the parishes and bring these ideas to the next team council.

Debbie McIsaac thanked all parishes for the support in putting forward representatives for the Deanery Synod. All votes help, so please do continue.

12 Closing prayer – said by Marcia

Next meeting	Thursday 16th July 2026 at Team Office 7:30pm
Team Council meetings	Wednesday 9th September 2026 at Whaddon 7:30pm
	Tuesday 10th November 2026 at Team Office 1:30pm
	Thursday 14th January 2027 at Whaddon 1:30pm
Joint PCC Meetings	
	Tuesday 29th September 2026 Via Zoom 7:30pm

Please plan PCC meetings around these dates to enable appropriate information sharing.