



## **The Astwell Benefice**

*St Mary Magdalene Helmdon with Stuchbury and St Lawrence Radstone  
St James the Great Syresham,  
St John the Evangelist Whitfield,  
St Mary & St Peter Lois Weedon with Weston and Plumpton  
and St Mary the Virgin Wappenham*  
**[www.astwellparishes.org.uk](http://www.astwellparishes.org.uk)**



### **Addendum 3**

#### **Astwell Benefice United Governance 3-year Trial**

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## 1. The Astwell Benefice Church



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**The Astwell Benefice**, a group of six churches and nine communities whom share a Priest, are pioneering a new way of working together to spread the good news of Christ through mission and worship.

Previously small groups in our individual churches have struggled to raise the funds to both maintain their ancient buildings and meet the cost of having a priest and furthering mission in their parishes.

From 2018 these parishes have begun a unique three-year trial to split this responsibility.

Maintenance of the buildings will be overseen within each Parish via local fundraising, gift aid and donations, while the mission and ministry will now be shared via a Benefice PCC representing every Church and Community.

Across England churches are struggling to meet the charges levied by the Church of England for supplying them with a full time priest and the Diocesan legal support required to allow marriages, burials etc. to take place.

We estimate that our income will allow us to pay £45,000 this year. This amount will come from regular giving, collections and gift aid in the parishes.

Benefice Mission and Ministry expenses are estimated at just over £12,000 and we hope these will be covered by income from fees and Benefice fund raising plus £5,000 from Parish contributions

### **The Astwell Benefice PCC – remit and areas of governance**

Here in the Astwell Benefice our Benefice PCC is made up by a representative and Churchwarden from each Parish, elected by those on their Parish electoral role. These members along with the Benefice PCC officers will work alongside the incumbent to organise and oversee all Ministry and Mission in the Astwell Benefice **and** be responsible through allocated parish income and fundraising for the payment of Benefice Share to the Diocese as well as oversight and payment of all expenditure incurred in the provision of ministry and mission in the Parishes.

In practice this means that through its Committees, (Worship with Mission Outreach; Finance; Social and Fundraising; Pastoral Care), it will organise and oversee all worship and

mission, pastoral care and outreach both at a Parish and Benefice level. It will **also** organise Benefice fundraising and social activities and the setting and management of the Benefice Budget.

### **Parish BRICCs - remit and areas of governance**

- Each Parish will have its own Buildings Repairs Insurance and Contents Committee – BRICC.
  - Each BRICC has delegated powers from the Benefice PCC to oversee and encourage the Parish income streams such as regular giving, collections, fundraising and donations.
  - Chaired by an elected Churchwarden each Parish will invite a group of members of the parish electoral role to make up this BRICC.
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- a. The BRICC will set (in consultation with the Benefice Finance Committee – BFC) a 12 month budget for the maintenance and repair of their Parish Church and the payment of all utilities and insurance cost for this building. These monies will be funded by Parish fund raising and other dedicated income.
  - b. Each BRICC will also manage and oversee a commitment to a parish contribution to the cost of the provision of ministry and mission across the benefice. This will be paid in monthly standing order payments of varying amounts agreed with the BFC. The income for this will come from regular giving and collections and other donations throughout the Church year.
  - c. The BFC will hold regular meetings to review the status of the finances in each parish.

## 2. Minutes of the Benefice PCC Meeting 22.01.2018



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### **Final Minutes of the Meeting of Benefice PCC (BPCC) Members Held on Monday 22<sup>nd</sup> January 2018, at The Rectory, Lois Weedon**

Rev'd Carole opened the meeting by leading the group in a short act of worship.

#### **1. Apologies**

Apologies were received from Claire and Penny Bonner.

**Committee members present:** Rev'd Carole-Peters King (CPK), Wiggy Smith (WS), Ann Netten (AN), Alice Palmer (AP), David Wright (DW,), Rachel Wheeler (RW), Barry Peters-King (BPK), Sue Timmis (ST), Frank Hunter (FH), Sheena Warren (SW), Judith Elkington (JE), Bill Elkington (BE), Malcolm Orr-Ewing (MO-E) and Sarah Rudkin (SR).

#### **2. Approval of Minutes of the last meeting**

The minutes of the last meeting of the BPCC were submitted to and approved by the meeting – proposed by AP and seconded by SW. Unanimously accepted.

#### **3. Receipt into the BPCC of the minutes of the Committee Meetings, with approval of Committee Remits and any questions pertaining to these minutes (NB. all Committee Remits are available as separate documents)**

**Worship Committee** – Remit proposed by CPK, seconded by WS

**Questions/Discussion on Minutes** – CPK briefly went through the various concerns raised, mainly those for the provision of services at Wappenham, raised on behalf of Edwin King (EK) by SW. There seemed to be a slight misunderstanding of the changes & SW said she would clarify with EK. AN said that she thought that the new provision across the Benefice was a great improvement. CPK noted that as resources are finite, this was the best that can be offered at the moment.

Minutes proposed by AN, seconded by MO-E. Unanimously accepted.

#### **Details of the Lent Provision (WS, BE & CPK to form a sub-committee to organise):**

CPK went through her ideas for services and events during Lent and confirmed that these were already shown in the latest version of the Benefice Calendar. Briefly these were:

**Beyond Lent** – will meet every Monday evening during Lent

**Lent Soup & Bread Lunches** – Wednesdays 12.30-1.30pm rotating around the village halls, proceeds to charity (after costs)

**Lent Films** – on alternate Saturdays at Helmdon Church, 2.30pm

**Benefice Lent Quiet Day, 10<sup>th</sup> March** – CPK is trying to organise this – a whole day, bring your own lunch; she is finding a suitable venue.

**Finance Committee** – Remit proposed by AP, seconded by WS

**Questions/Discussion on Minutes** – There was a brief discussion about the difficulty of paying organists, and it was agreed that this subject needed further thought. A small levy was suggested to cover organist charges at baptisms, as currently happens at weddings, but CPK was not in favour of this idea as baptisms are not charged for under C of E rules, and this would discriminate against those unable to pay. AP & AN will look further at this question & try and arrive at a solution.

There was a request for Church Wardens to follow up and confirm the setting up of regular STO's to the Benefice account, and CPK confirmed that BRICCs must make sure they are giving what they originally promised and not holding back funds. Incomes should start to go up once the new service pattern commences in May. There was a question about who receives the collections from Benefice services. Finance Committee to work out how this works in practice. Minutes proposed by ST, seconded by DW. Unanimously accepted.

**Social & Fundraising Committee:** Remit proposed by SW, seconded by CPK.

**Questions/Discussion on Minutes** – SW said she hopes the Committee would be able to produce a statement for 2017 of how much the Benefice gave to all the different charities supported across all old 'PCCs', and that we should declare all 'man-hours' involved in charitable giving, eg, voluntary work, helping with the Food Bank etc. SW said that approx. £1248.00 was raised by the Gospel Choir event, and that they would try to find sponsorships for similar projects in the future. FH asked the choir for a video of the event to be made available to put up on the Benefice website. Minutes proposed by AP, seconded by BE. Unanimously accepted.

**Pastoral Committee:** Remit proposed by WS, seconded by CPK  
Minutes proposed by BPK, seconded by MO-E. Unanimously accepted.

**4. Receipt into the BPC of the minutes of the following BRICC Committee Meetings with:**

- **Approval of Committee Remits**

All PCC remits and minutes were received and approved.  
proposed by AN, seconded by WS. Unanimously accepted.

- **Questions/discussion pertaining to the minutes**

CPK asked that future reports should be properly titled with the name of the relevant Parish. She also thanked the new BRICCs for their very positive comments and commitment to making the new system work.  
FH asked for a revised BRICC remit suitable for general circulation in the Benefice.

**5. Safeguarding Update**

RW circulated the *Diocesan Safeguarding Policy document*, which she said would become the *Astwell Benefice Safeguarding Policy document* with a change of wording and should be put on the website (SR). It will be checked and updated annually, and a copy should be available in all churches in the Benefice. Proposed by RW, seconded by CPK. Unanimously accepted.

RW again recommended that all committee members should complete the online Safeguarding courses C0 (Basic Awareness) & C1 (Foundation) which were now on the Diocese website – they will become compulsory in the near future. She is going to complete C3, a higher qualification, so that she can teach the C1 Foundation course face-to-face.

**6. Preparation & Distribution of APCM Reports**

CPK said that each BRICC should compile their own set of reports to the APCM (except Finance) & submit them to JE by Sunday 18<sup>th</sup> March. They are required to be in the parish churches by Sunday 1<sup>st</sup> April 2018. All reports will go into all churches. Electoral Rolls for each Church will be published in individual churches. JE will set up a template using Calibri 12, to be used for all the reports, which can then be converted into PDFs for publication on the Benefice website.

**7. Any other matters arising from the previous BPCC Minutes**

There were no other matters arising

**8. Any Other Business**

**a. Trustees of St John the Baptist, Plumpton**

BPK gave a summary of the history of the Benefice's relationship with the church and its members at Plumpton. James Miller (JM) wishes to address a BPCC meeting in the future possibly to discuss holding weddings, baptisms etc. at Plumpton but not with CPK taking the services there, which the Bishop has not allowed in the past. It was agreed that the BPCC had no fundamental objection to JM addressing a meeting, and that it might be a good thing to try to forge a better relationship with Plumpton by offering to 'share' some future services with them, if they had no objection. CPK will write to JM to arrange a suitable date.

**b. Mission Statement Away Day**

CPK is looking at the possibility of holding an Away Day for the BPCC to look at creating a Vision and Mission statement.

**9. Dates of Meetings before April APCM**

It was agreed to get all documents prepared and approved for inclusion in the final reports to the APCM *by email*. If necessary, a further meeting may take place after the Palm Sunday services on 25<sup>th</sup> March.

***The Benefice APCM will take place on Saturday 21<sup>st</sup> April 2018, 6pm at St Loys School Hall, Lois Weedon*** The meeting ended with the Sharing of the Grace.



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## **Summary of the work of the Benefice PCC and its Committees to February 2018**

### **1. Finance Committee – Terms of Reference & Summary 2018**

#### **Committee Members:**

Alice Palmer, Benefice Treasurer, and Chair  
Ann Netten  
Frank Hunter  
Anthony Tucker  
Brenda Faragher  
Bill Elkington

#### **Membership**

- The membership shall consist of the Benefice Treasurer and representatives of the Benefice BRICKS committees – usually the treasurers.

#### **Quorum**

- The quorum shall be the Benefice Treasurer plus 2 other members.

#### **Meetings**

- The committee shall meet at least 4 times a year and more often as the need arises:
  - January to discuss BRICKS budgets and prepare accounts for auditing
  - March to prepare for the APCM
  - June/July to review progress against budgets for Benefice & BRICKS
  - November to review terms of reference, prepare budget for following year and discuss final payment to Diocese.

#### **Terms of Reference**

- To advise the Benefice PCC on our financial status.
- To ensure that accounts are prepared for auditing
- To prepare report for APCM
- To recommend a budget to the PCC
- To set delegations to BRICKS and other committees
- To monitor Benefice spending through the year.
- To ensure that Diocesan Quarterly returns and financial statements are completed.
- To ensure our Benefice contribution is sent to the Diocese.
- To consider requests for spending over and above the budget and delegations from the Rector, BRICKS and other committees.

## Delegations

Rector	Spending as per budget
BRICKS	Spending as per prepared budget including BRICKS budget and Benefice budget for Church Items
Social & Fundraising Committee	£250 per event
Other Committees	£25

Any spending over these limits should be referred to the committee in advance.

## Summary

- The Finance committee have met twice. During these meetings we have:
- Prepared a REMIT for ratification by the BPCC
- Discussed our expected budget for 2018 now around £12,800 for Mission and Ministry and £45000 for the Diocese.
- Agreed our plans for auditing and preparing accounts for 2017
- Agreed on headings for income and expenditure in 2018 BRICC accounts so that they can be collated and compared easily.
- Discussed our concern that collections and giving are down across the benefice (apart from Whitfield) and ideas for saving money and/or encouraging more giving.
- Prepared our report for the APCM
- Been visited by Paul Adams from the Diocese to talk about how to go about a stewardship campaign.
- There has also been a lot of contact via email sharing spread sheets, concerns and ideas.

**Alice Palmer**  
**Finance Chair**

## 2. BPCC Worship Committee

### Committee Members:

Rev'd Carole-Peters King (Chair), Wiggy Smith (Reader)  
Bill Elkington, Judith Elkington, (Helmdon & Messy Church),  
Jane Mordue (Wappenham), Alice Palmer, (Syresham & Messy Church)  
Wiggy Smith, Benefice Lay Reader (Helmdon)  
Mike Streten, (Lois Weedon Matins)  
Sue Timmis (Whitfield),  
David Wright (Choir and Benefice)  
Barry Peters-King, (Lois Weedon and Benefice)  
Sarah Rudkin (Benefice)  
Sub Committee Outreach: Rogation Service: Ann Smith, Chair



### Remit:

The elected members of Worship Committee of the Astwell Benefice PCC shall be representative of all our parishes and those who contribute to ministry within them. The Committee shall:

- plan and review the pattern of regular services in the Benefice, review the success of recent worship, plan special worship and the future provision of worship;
- with delegated powers from the Benefice PCC, consult with the Incumbent on the Ministry and Mission in these parishes;
- ensure we are an open and inclusive Church, offering a variety of styles of authorised worship both of a traditional nature and also a variety of fresh expressions that can appeal to as many in our parishes and their wider communities as possible;
- ensure we work together to further the Kingdom in these parishes, preach and teach Christ's Gospel and reach out through our Ministry and Mission to all in our communities;
- be able to commit funds of up to £500 towards the Benefice annual budget for Mission before having to seek approval from the Finance Committee.

### Summary:

The Committee has met twice (between January and April 2018)

We have reviewed previous services, looked forward to Lent and Easter and discussed the revision of our service pattern. The proposed revised pattern was presented to BPC.

**Carole Peters-King**  
**Worship Committee, Chair**

## 3. Social & Fund Raising Committee

### Members:

Sheena Warren, Chair	Barry P-King
Susan Timmis	Wiggy Smith
Malcolm Orr-Ewing	Julie Elkington
Frank Hunter	Georgie Fordham
Kathryn Oliver	

### Remit:

Remit for Social and Fundraising Committee of BPC

1. To create and organise a variety of fun, inclusive and good value events which will entertain people from within and outside our community in the Astwell Benefice. Alongside making a financial contribution towards the Diocese the committee aims to increase the Church's presence amongst the community, promote our mission and give financial aid to a range of charities.
2. To have the authority to spend up to £250 without prior agreement from the Finance Committee.

3. To work closely with the individual Parishes to ensure that there are no clashing events or dates. This will be done through communication with Sarah Rudkin who organises the Benefice calendar.

#### Summary:

- Two meetings have been held of the newly formed Social and Fundraising Committee.
- The first meeting introduced the committee members to each other and discussed the remit within the BPCC. We aim to raise £5k in the first year.
- A number of ideas for fundraising were tabled and each member went away with an action to be taken to move their ideas forward.
- Following a second meeting an inter-village quiz competition has been organised and the team captains of each village are recruiting their teams. This will take place over the summer and will include audience participation. A choral rock group is being created to perform 'Jonahman Jazz' in the Autumn. We are hoping this will include a wide variety of people of all ages and musical ability and rehearsals start in April.
- Other ideas being 'worked on' are a Winter Ball and a festival of music throughout the Benefice on a rolling schedule. An actual 'music festival' is also being looked into for a weekend of camping and entertainment.
- Our first event, held in January, was our friends from the Wolverton Mission visiting us at Syresham Church for an evening of Gospel singing by their talented choir. With canapes and a welcome drink provided in the ticket price plus a popular raffle we managed to raise just over £1400, a great start to our new venture.
- Many thanks to all the committee members for taking on this new challenge within the Benefice.

**Sheena Warren**

**Social & Fundraising Chair**

## 4. Pastoral Care Committee

#### Committee Members:

Wiggy Smith, Chair	Carole P King, (Occasional)
Sue Palmer	Judith Elkington
Di Tope	Kathleen Brunning
Margaret Seckington	Rachel Wheeler
Bo Wallace	

#### Summary:

The Pastoral Care Committee have met twice to discuss the needs within the Benefice. We have representation from all villages apart from Wappenham but this is being addressed.

### **Our remit:**

The Purpose of the pastoral Care Committee will be:

- a. To identify People who need emotional and/or practical support and facilitate someone to visit but not necessarily from the Pastoral Group.
- b. To ensure that CPK knows and to share information confidentially within the group.
- c. The Pastoral Group to organise events that can aid the care or needs of people who have been identified.
- d. This group will consider the best way to welcome people within the Benefice.
- e. That individual names of group members will not be publicised but existence of the group will be made known within the Benefice and that CPK and WS are the contacts if needed.

**Wiggy Smith**

**Pastoral Care Committee, Chair**