

**St Botolph's Church, Colchester**  
**Minutes of the PCC Meeting held on 13<sup>th</sup> January, 2021**  
**Held by email and correspondence**

The Chairman opened the meeting by email with a welcome to all. A prayer was included. Those participating in the meeting dialogue by e-mail: - David Poppleton (chairman), Ron Levy, Ann Levy, Beau McKay, Pauline Palmer, Cynthia Hancock, Chris Kidd-Stanton, David Branson and William Jolliffe (via post)

1. **Apologies for Absence** there were none, all members participated.
2. **The Minutes of the meeting** held 9<sup>th</sup> December 2020 had been circulated with the agenda and as there was no adverse comment, these were agreed as a correct record and are now signed.
3. **Matters arising** The Chairman confirmed that £390.00 had been sent to Colchester CAP. William raised the subject of Flag flying, and the subject was discussed as an AOB item. There were comments on other matters, these have been addressed within the agenda.
4. **Correspondence** There were no pertinent items of correspondence.
5. **Reports** (pertinent reports have been circulated to members)
  - a) **Finance** The Treasurer's December accounts included both previous year summary and an estimated account for 2021. David Branson asked for more detail regarding a debtor carried forward from 2020, this was explained that Shared Access, the company using our tower facilities for mobile phone masts, were having difficulty accounting their VAT, due to our electricity being supplied at the Charity rate of 5%, The matter is drawing to a conclusion and settlement is imminent.
  - b) **Fabric** A fabric report was not issued as there has been no further activity.
  - c) **Worship Team** A report was not issued as the subject is covered under item 6 of these minutes.
6. **The Way Forward** The present Lockdown has required us to be very cautious, and whilst initially the C of E allowed for public worship, the local recommendation was that we should close. This was later supported by the County Council and the Diocese. However, the PCC need to record their thanks to Canon Paul Norrington and Ven Michael Fox, for their offers of support with our services until Easter. The PCC also agreed that with the high rate of Covid transmission, the Church should not open for private prayer. The Chairman has heard from Castle Methodist Church, that their Management Team have agreed not to open their church until after Easter at the earliest. They are most appreciative of any worship that St Botolph's can offer safely. The PCC also welcomed the news of Bishop Guli becoming Bishop of Chelmsford and Ann, our Parish Administrator, has written to welcome the Bishop and invite her to visit us at St Botolph's when time and circumstances permit.

7. **AOB**

- a. Further to a note from William, regarding his joy, having been able to sing carols in the Priory

following our Christmas Celebration service, and his request for further outdoor witness when circumstances allow, the PCC thought that there could be possibilities in the future.

- b. The matter of Flag Flying has involved much interaction and following a survey of PCC members a reasonable schedule of flag flying days has been established. The schedule will be displayed on our noticeboards. William has offered to purchase a Diocesan flag so that certain festivals can be commemorated, the PCC is pleased to accept the offer and thank William for his contribution.

The Flag flying policy is attached to the Minutes.

8. **Date of Next Meeting** Based on the situation of Lockdown due to the Covid-19, the Chairman suggested that the February meeting should be cancelled. Any matters of urgency would be communicated by correspondence. The next meeting will therefore be on Wednesday, 10<sup>th</sup> March 2021. This will be in Church at 2.30 pm. if permitted, otherwise the meeting will be by correspondence.