



Margam Ministry Area Council

St. David's Church, Nottage
Wednesday 6th July 2022 at 7pm
The meeting will be preceded by the Eucharist at 6.30pm

Agenda

1. Opening Prayers.
2. Apologies for absence.
3. Declarations of Interest.
5. Minutes of the meeting of 1st June 2022.
6. Matters arising from the minutes of 1st June 2022.
7. Safeguarding Group.
8. Finance. (Appendix A)
9. Standing Committee (Appendix B)
10. Ministry Area Development.
 - a. Welcome of Ruth Greenaway Robbins, Ministry Area Curate
 - b. Ministry Area Review (Appendix C)
11. Ministry Area Leader & Clergy Team Report. (Appendix D)
12. Communications Group
13. Mission, Outreach, Children & Young People Group
(Appendix F: Separate Attachment – Margam Calling)
14. Pastoral Care Group. (Appendix G)
15. Vocations Group.
16. Buildings.
17. Church Committee Reports:
 - a. Margam Abbey
 - b. St. Theodore, Kenfig Hill (Appendix H)
 - c. St. James, Pyle (Appendix I)
 - d. St. Mary Magdalene, Mawdlam (Appendix I)
 - e. St. David, Nottage
 - f. St. John the Baptist, Newton
 - g. All Saints, Porthcawl
18. AOB notified to the Chair by 12.00 noon on the day of the meeting.
 - a. St. John's, Newton Summer Fayre
 - b. Fr. Mark – Licensing at Margam Abbey – 25th July 2022
19. Date and time of next meeting: Wednesday 3rd September 2022 Venue TBC.
6.30 pm Eucharist, 7 pm Meeting.
20. Close and prayers.

Meeting	Fourth meeting of Margam Ministry Area Council
Venue	St Theodore's Church, Kenfig Hill
Date	1st June 2022 at 7pm
Present	Gareth Baker [Chair]; Canon Philip Masson (PM); Fr Geoff Lunn (GL); Rev Dr Duncan Walker (DW); Fr Mark Broadway (MB); Fr Jon Durley (JD); David- Lloyd Jones (DLJ); Eileen Edwards (EE); Kevin Boscott (KB); Jeanette Keane (JK); Hilary Thomas (HT); John Roberts (JR); Lydia Harris (LH); Peter Henry (PH); Clive Edwards (CE); Carolyn Perrin (CP); Paul Smart (PS); Margaret Griffiths (MGr); Anthony Radcliffe (AR); James Thomas (JT)
Apologies	Wendy Xerri (WR); Dave Xerri (DX); Margaret Phillips (MP); Martyn Jones (MJ); Claire Stowell (CS)

Fr Mark Broadway (MB) opened the meeting in prayer.	Actions
1. Declarations of interest	
1.1. DLJ declared his role as organist of St Theodore's church.	
2. Co-options	
2.1. No Co options appointed.	
3. Previous Minutes	
3.1. Minutes of previous meeting dated 4 th May 2022 were agreed. Adoption proposed by CE and seconded by JR.	
4. Matters Arising	
4.1. PM stated discontent that the letter previously discussed at MAC regarding the Bishop's management of GL and her failure to include him in licensing to the Ministry Area had still not been sent. DLJ explained that Standing Committee had decided to await outcome of Father Geoff's ongoing discussions directly with the Bishop. PM felt the incident had, regardless of ongoing discussions caused much distress and strongly felt this should still be addressed. DLJ to pursue. GB said he would assist DLJ in this.	DLJ /GB
4.2. The Charity Commission has still not yet been advised of name change to 'The Rectorial Benefice of Margam'. PM will communicate with the Charity Commission to enable name change as soon as possible.	PM
4.3. PM requested that correspondence from the Lay Chair Committee be fed back to Standing Committee for information, and where necessary approval and stressed the importance of inclusion in decision making. Regarding the MA boundary DLJ reported that several suggestions had been put forward for new Deanary boundaries, however, none had been agreed. The matter will need further discussion at the Diocesan Conference although it is The Bishop who will have the final say.	
4.4. JT reported that he had met with BG of Margam Abbey regarding future use of The Abbots kitchen and The Abbey. Some ideas had been deemed too complicated.	

<p>5. Safeguarding Group</p> <p>5.1. Dave Xerri was unable to attend the meeting but had provided a report of current training opportunities. Changes are taking place to coincide with the roll out of the Ministry Areas. Safeguarding training is taking place during June and July and there is an introduction of a new in-house DBS and Safeguarding system called 'My Church People'. All were encouraged to familiarize with the new system.</p> <p>5.2. Risk assessments are still required from many of the MA churches.</p>	
<p>6. Finance</p> <p>6.1. PS reported that accounts were progressing well. St Theodore's treasurer has moved away, this will need to be addressed in order to complete the accounts.</p> <p>6.2. The back up fund has been received from St Theodore's and Porthcawl churches but not, as yet from Margam Abbey or Pyle & Kenfig. DW requested that Pyle & Kenfig treasurer be informed of this as was unaware.</p> <p>6.3. PS reported a quarterly meeting would be set up with the church treasurers.</p>	<p>PS</p> <p>PS</p>
<p>7. Standing Committee</p> <p>7.1. Standing Committee met recently. A request has been made for documents to be produced for the 'Waters Lougher' Trust. This is a Trust fund held by the previous parish of Pyle and Kenfig. DW commented that the beneficiary of the Trust is specifically the parish of Pyle and Kenfig. It was discussed that there are other trust funds held in the MA that are not known about generally and a request was made for any known to be disclosed. It was agreed that the MA should be aware of and understand the terms of the various trusts including the identity of the trustees and beneficiaries, purpose of the trusts, restrictions on use and the amounts held under the trusts. The information can then be collated into a central document for ease of reference.</p>	
<p>8. Ministry Area Development</p> <p>8.1. DLJ explained that a suggestion by LH had been received for discussion under AOB but seemed to fit well under this title. All agreed to discuss.</p> <p>8.2. LH explained that during several situations across the MA she had encountered some questioning regarding the structure, purpose and governance of the new MA. This had come from people in a variety of churches and at times with some negativity towards its development. LH wondered if a presentation be created by the MAC explaining the changes so that the various congregations might understand and engage further with MA development and to encourage inclusion and unity throughout the area. The suggestion would be for a small group of clergy and lay people to be appointed to create a presentation, then to firstly present at the MAC meeting for approval prior to rolling it out to the individual churches or as a group event. This could be followed by a Q and A session. There was significant discussion around this suggestion and others expressed they had also encountered some negativity or confusion. However, views were mixed in response to a presentation. The overall response was that more information could be included within the MA magazine. A leaflet could be produced to update on progress thus far. Questionnaires could be distributed within the churches. MAC meeting packs could be placed on the</p>	<p>Comms Grp.</p>

<p>website for public viewing and papers could be put up in churches. The communications group was asked to follow this up and look in more detail at how best to communicate with congregations and parishes to ensure people felt included and informed of developments.</p>	
<p>9. Ministry Area Leader and Clergy Team Report</p> <p>9.1 JD advised that Margam Ministry Area had been invited to Llandaff Cathedral for Evensong on Sunday 3rd July 2022 as our area features in their prayer cycle that day. A tour is arranged at 2pm for anyone wishing to attend followed by a cup of tea together before Evensong. JD to be informed of anyone wishing to attend. Prayer requests also invited to include in the intercessions.</p>	<p>JD</p>
<p>10. Communications Group</p> <p>10.1 Thanks were conveyed to all concerned in the Communications group for all the hard work completed. The website is now up and running and has so far had 350 hits. JT observed there had been a spike the week a vicar was appointed to Margam. PM expressed special thanks to JT for his commitment. JT will update with further stats next month.</p>	<p>JT</p>
<p>11. Mission, Outreach, Children & Young People Group</p> <p>11.1. JT highlighted the safeguarding report provided by Dave Xerri with information on current training opportunities. DBS information awaited. JT explained that this would be required prior to the commencement of the Mission events being planned at present.</p> <p>11.2. Plans for a family breakfast held in Pyle and Kenfig Church Hall were moving forward. Environmental Health were now involved, and the kitchen would need to be developed to a minimum 3* rating. Food hygiene and Allergy training certificates would need to be held by those involved with food preparation and service. The current flooring will not be suitable to meet standards and will require changing. Following discussion with DW it had been considered whether the kitchen was really fit for purpose and whether this was the time for a bigger overhaul of the kitchen itself. This may provide many new opportunities. Grants were to be explored to facilitate this.</p> <p>11.3. JT had attended the Pyle & Kenfig Local Church Council meeting where he had been well received.</p> <p>11.4. JK reported that the first meeting of the Friendship Group was planned for June 22nd 2022. Posters were to be distributed to each of the churches.</p> <p>11.5. DW expressed thanks to JT for his ongoing commitment.</p> <p>11.6. MG reported that the previous 'Open the Book' group which had been running in the Pyle and Cefn Cribwr area had not operated since the pandemic. Due to the age of those previously involved she felt this would need to be completely reinvented. MG does still have materials and contacts which she is happy to pass on.</p>	<p>JT</p>
<p>12. Pastoral Care Group</p> <p>12.1. This group has it's first meeting planned for Monday 6th June 2022 at 2pm in St Theodore's church.</p>	<p>JD</p>

<p>13. Vocations Group</p> <p>13.1. DW requested the support of the MAC for Mrs Julia Jones to train as a Reader, this was seconded by GL. All in agreement.</p>	
<p>14. Buildings Group</p> <p>a. No written report available. PM reported that the DAC had approved changes to the kitchen at Newton.</p> <p>b. AR presented an illustration of the Henry Hugh Armstead sculpture at Margam Abbey requiring restoration and conservation. Costs amount to £8500 and could be redeemed through the renewable grant scheme. This was on the basis that it was of educational and historical interest, was beneficial to the community and there were at least 3 renewable sources in the area. DLJ reported that he was in the process of applying to the renewable grant scheme for the Abbey Organ. AR confirmed the renewable grant funds are awash with money and so both applications should be successful. It was agreed on the proposal of PM, seconded by MB, to apply for a faculty for the proposed works.</p> <p>c. DW discussed the toilet extension at St. James', Pyle. A design to be put forward to the advisory committee, then if agreed, an application for planning permission to be made. There is no other facility at this church presently. PM agreed to explain the plan to DAC in their next meeting.</p> <p>d. JK and MB suggested a Portaloo as an interim measure. This would need costings and application to DAC prior to being ordered. This will be taken to DAC in the July meeting.</p> <p>e. JK stated that the organist at Pyle and Kenfig was concerned that work was needed on the organ at Pyle immediately, costs amounting to £4000. JK requested that someone meet with the organist (John) as soon as possible as this was causing him concern. DW explained that John has particular confidence in a specific organ repairer – Mr Boggis and currently a report is awaited from an alternative repairer. DLJ explained that the report from Mr Boggis is not a comprehensive assessment and therefore (Gary) had been asked for a quote. PM to chase Gary for report. It was decided to wait for this second opinion in case of new insight prior to moving forward.</p>	<p>PM</p> <p>PM</p> <p>PM</p>
<p>15. Church Committee Reports</p> <p>15.1. A meeting of Margam Abbey LCC is planned for end of June</p>	
<p>16. AOB</p> <p>a. Consideration of Margam Ministry Area presentation to be delivered to the churches – already covered under Mission discussion. All agreed no further discussion required.</p>	
<p>17. Date and time of next meeting</p> <p>17.1. Wednesday 6th July 2022 at St. David's Church, Nottage at 7pm with a celebration of the Eucharist at 6.30 pm</p>	
<p>There being no further business the meeting closed with The Grace at 9.00pm</p>	



Margam Ministry Area

Treasurer's Report 1st July 2022

Apologies for not been able to attend the meeting in person this month.

Accounts for 2021

I have recently received the following message from Gareth Allen-James, Finance Assistant for Llandaff DBF:

It has come to my attention that the ex-parishes that now make up your Ministry Area have not submitted their annual finance returns for 2021. I have been chased by the representative body to remind you that the return is due by the 1/7/22. Hopefully this year is the last year returns are done like this because MyFundAccounting connects directly to the CinW Finance reporting system so future reports should be easy.

I know that most of the ex-parishes are in a position to finalise their returns or have action plans in place to enable this to happen. I have spoken to Gareth to explain the current position.

Ministry Quota Back Up Funds

All churches are now paying their quota into the central HSBC account on 1st of the month. This is working well and the quota is paid to Llandaff on the 8th of the month without problem.

Porthcawl PCC paid a loan into the central fund at the start of 2022 in order to ensure we had sufficient funds available should any issue arise. It was agreed that each of the churches should make a 'loan' to the general fund, roughly equivalent to one month's quota, to cover any potential cash flow issues that may arise.

The values are as follows:

- Porthcawl PCC - £7500 payment taken from the original loan.
- St Theodore - £2200 payment already made.
- Margam Abbey - £2100 payment already made.
- Pyle and Kenfig PCC - £3700 to be transferred.

This will enable us to repay the Porthcawl loan.

The MA General Fund stands at £32315.66 as of 23rd June 2022 with £7959.00 still to be returned to Porthcawl Churches.

Margam Calling

The MA agreed that each church should contribute £1000 to a central fund to support this work. This is in addition to funding which is been sought from various grant applications.

The contributions will be:

- Porthcawl PCC (3 Churches) - £3000.
- St Theodore (1 Church) - £1000.
- Margam Abbey (1 Church) - £1000.
- Pyle and Kenfig PCC (2 Churches) - £2000.

We plan to use one of our existing unused accounts to hold the money and I am in the process of getting this account re-named. To do so agreement will have to be recorded in the minutes of one of our meetings. I will communicate the account details to the Church Treasurers.



Margam Ministry Area

Standing Committee Report:

Wendy Xerri, Ministry Area Chair

The MAC Standing Committee is a small group, comprising of all members of the clergy, the chair, wardens and treasurer. We usually meet each month to help move forward the business of the MAC. The Standing Committee has met twice this month, first on 22nd June to review the plans for Margam Calling, and then on the 29th June to review the matters to be included in the MAC meeting in July.

In this month's meeting our treasurer outlined the current financial position including funding for Margam Calling, the movements of bank accounts to facilitate this and the completion of the Porthcawl accounts.

We unanimously agreed that James Thomas should be invited to join the standing Committee, given that he chairs a substantial amount of the work undertaken by various MAC committees.

Further discussion centred on the clergy, those who are leaving us and those who are joining us. We considered what we need to do to enable each of these events to happen as smoothly as possible. We looked in detail at the plans for the licensing of Fr Mark Greenway-Robbins on 25th July at 7pm, where it is hoped we can provide a Ministry Area Choir.

We discussed the Waters Lougher Trust which we will table as an agenda item for our MAC Meeting in September.

Finally we discussed the items for the agenda for our meeting on 6th July, including an update on the progress of previous items discussed in MAC meetings.



Margam Ministry Area

Review of the operation of the Margam Ministry Area in its first 6 months

St Theodore's Church 14th June 2022

Present: Fr Jonathan Durley, Margaret Phillips, James Thomas, Margaret Griffiths

Following discussion at the June meeting of the Ministry Area Council (MAC), it was decided to conduct a review of the positives and challenges experienced in the first six months of the Ministry Area.

The group also considered what success would look like in the next six months and what challenges need to be faced.

Positives:

- To date monthly meetings of the MAC with good attendance
- Introduction of shared services amongst the churches of the MA with joint choirs
- Introduction of the MA magazine
- Launch of MA website
- Establishment of joint bank account
- The Communication; Mission and Outreach; Pastoral and Buildings sub groups have all met at least once.
- The Safeguarding group will meet following the latest training
- The MAC has agreed to grant £7,000 for Mission and Outreach
- Higher profile of St Theodore's amongst people from other churches in the MA and across the Diocese due to groups meeting in the church

Negatives/Areas for Improvement:

- Due to the interregnum in Margam Abbey, Fr Jonathan's intermittent attendance at St Theodore's
- Communication: Redacted if necessary MAC minutes to be placed on the MA website. This to be raised under matters arising from the minutes at the next MAC meeting. A decision to be made and noted as to who will redact the minutes.
- Ensure that notes are taken at the Standing Committee meetings, so that a record of decisions taken can be brought to the MAC for ratification
- Notes from Ministry Area Leaders and Lay leaders meetings to be made available at MAC meetings.
- Arrange a St Theodore's Church committee meeting, as one has not taken place since the inception of the MA. Margaret Griffiths to arrange. The position of church treasurer and the need for a fire risk assessment to be put on the agenda.

The next six months:

Positives:

- Friendship group in Pyle to commence meeting
- Establishment of combined weekly sheet
- With the appointment of Fr Mark Greenaway-Robbins and Deacon Ruth, and a replacement Vicar for Porthcawl following Fr Philip Masson's retirement, there will be a full clerical team in place.
- Once Fr Mark takes up his post in Margam Abbey, there will not be the need for Fr Jonathan to officiate in Margam on a regular basis – a positive for St Theodore's
- Building on good practice in Pyle and Maudlam – improved pastoral care training.
- Introduction of the Family Breakfast project in Pyle Church Hall.
- The Margam Calling initiative launched.

Challenges/Opportunities:

- A need to remind all churches, that involvement in the MA sub groups is open to anyone interested.
- A need to co-ordinate events in the churches of the MA to avoid clashes that could impact on attendance.
- A need for a Governance sub group to be established and meet.
- A suite of MA wide policies to be formulated.
- Training for Trustees
- Co-ordination of funding applications to grant awarding bodies.



Margam Ministry Area

MAL & Clergy Team Report:

Fr. Jon Durley, Ministry Area Leader

At the last two meetings of the MAC it was reported that there is a re-organisation of Deaneries. Feedback has been sent to the Senior Leadership Team (SLT). Since the last meeting, Area Dean Elaine has moved to Llanishen, along with Fr. Steve. We thank them for their ministry amongst us. We now have an interim Area Dean who is the Vicar of Skewen, Fr. Chris Coles.

The Revd. Deacon Ruth Greenaway Robbins was made Deacon on Saturday 25th June and she will be commencing her ministry with us on Sunday 3rd July in St. Theodore's, Kenfig Hill. During the next few months Ruth will be in each of our churches, as an Asst. Curate of the Ministry Area. This will help Ruth to get to know the congregations and they will get to know her.

Fr. Mark will be inducted to the Ministry Area as a Vicar, who will be based in Margam Abbey. His licensing date is Monday 25th July. Parking available in Margam Park – the main carpark – as there is a function in the Orangery. It is hoped as many as possible will attend to welcome Fr. Mark and Revd. Deacon Ruth.

Sunday 14th August we have our next Sunday MA Mass in All Saints, Porthcawl, @ 10.30am on the Feast of the Blessed Virgin Mary. Please encourage as many of your congregation to attend as possible, as when we join together, we enact our mission statement as a Ministry Area;

'Growing Together in Christ.'



Margam Ministry Area

Communications Group

Group Leader: James Thomas thomasthomas1@me.com

See separate attachment



Margam Ministry Area

Mission, Outreach, Children & Young People Group

Group Leader: James Thomas thomasthomas1@me.com

**Meeting held Tuesday 7th June 2022 at 6:30pm
in the Abbot's Kitchen, Margam Abbey**

Present:

Fr Jon Durley, James Thomas, Amanda Davies, Grace Wilde, Tony Harris, Vanessa Evans, Jan Battrick, Jeanette Kearn, Claire Stowell, Bev Gulley.

Apologies:

Fr Mark Broadway.

Notes:

Deacon Claire opened the meeting with a prayer.

All present introduced themselves to the group.

Arising from Previous Notes:

All Hallows Service - Deacon Claire will look into this and report back

Songs of Praise - we would look at this later in the year or next when we have a lot more of our projects up and running

Any questions on radio 4 - Fr Jon is going to apply and report back

Sponsorship of local school football tops etc. - this would be looked at next year

Open the Book:

After discussion it was decided Grace would look into this, to see about re-starting post-pandemic.

Friendship Group- Pyle church hall:

This is starting soon and it was hoped would be a great success, although it was acknowledged it probably won't be a large group, but very important.

Quick Wins:

- Christmas Tree Festival Margam Abbey - coincide with Christmas Tree Festival in Margam Park or Illuminate - (discussion with MP and Illuminate)
- Bible Society Books
- Scarfs on railings - tie a scarf for someone in need to take
- Hats for sailors
- Bedding for homes - those who can't afford
- Food Bank - Christmas Luxury food appeal
- BBQ at Margam Abbey
- Band in a field night (maybe combine with BBQ at Abbey)
- Open Mic Night

Secret Santa:

Vanessa told us about something that Pyle took part in last year, it was collecting new and nearly new toys in their boxes that haven't been used and re-distributing them to people who couldn't afford toys.

After a discussion it was decided that the MOCYP Group would like to take this forward through the MA this year. The toys would be distributed through various charities and to families identified by local schools. The parcel will include a card.

Bec said a scheme for toys already existed in the Abbey and would find out more information for us about that.

Vanessa agreed to lead this.

Christingle:

Deacon Claire suggested an MA Christingle, after a short discussion Deacon Claire agreed to look into this and report back to the group.

Abbot's Kitchen:

A discussion took place regarding the re-opening of the Abbot's Kitchen and how this might happen. It was agreed by the group that they thought franchising was not the best option for the Abbey or the MA as control of the asset would be hampered or lost.

Bev said she thought a café on the weekends would be a good start, a few members of the group pledged support. It was agreed that someone would need to lead this and no one in the group wanted to do this. Bev also said that she had no idea how to run something like this and neither did their current congregation and finding that person would really be the starting point.

Fr Jon said that we already had someone who can oversee, manage and ensure we comply with all the regulations as James was already doing this for St Theodore's, Pyle Church Hall and the Old School Room in Porthcawl and had already run the Abbot's Kitchen when it was fully operational before. James indicated he would be happy to help with that side of the re-opening.

The point about insurance was made as it was not known if the current insurance would cover the re-opening as it was thought it no longer covered catering. James said he would contact Mari Goldsworthy to ask to see the insurance so it would be clear for the group.

It was suggested that maybe Neath Catering college may have students on placements who could help as well as people qualifying who may be looking for a first job. James was asked to contact them and ask. The discussion of having a series of pop-up restaurants and cafes was discussed as a way forward, James was asked if he thought this would work? He said yes possibly but it would need to be managed by someone in the MA and wouldn't be a simple fix.

It was agreed to go away and think further by the next meeting.

AOB:

Tony suggested as James had previously asked for points for the Magazine that the group should decide each month what the three most important points they wished to express in the magazine were.

This month's points:-

Food Poverty – Family Breakfasts

Hospitality Outreach – Through the Abbots' Kitchen

Sharing the message of Christmas – Re-distribution of toys to those in need this Christmas

The next meeting will be held on Thursday 21st July at 6:30pm in St David's Church



Margam Ministry Area

Pastoral Care Group

The first meeting of the MA Pastoral Care Group was held on Monday 6th June in St Theodore's, with representatives from Kenfig Hill, Newton Nottage Porthcawl and Pyle w Kenfig.

The initial discussion focused on where we are beginning, with each of those parts of the MA sharing their own approach to Pastoral Care Ministry. While we have a diverse and eclectic approach, it was considered how we can share best practice in order to consolidate this valuable ministry and create a more consistent approach.

Existing/potential Initiatives explored;

- Prayer-chains
- Child-care/family support
- Funeral/bereavement support
- Forming teams (Visiting and Home Communion)

Issues to be carried forward;

- Safeguarding procedures
- DBS Checks
- Training
- Signing up for Llandaff Matters to check upcoming resources/training

The next meeting of the Pastoral Care Group: Monday 11th July @ 2pm in St Theodore's.



Margam Ministry Area

St. Theodores Local Church Committee Meeting Sunday 26th June 2022

NB: DRAFT MINUTES

Present:

Margaret Griffiths, Margaret Phillips, Christine Portsmouth, Eileen George, Enid Rymer, Peter Strathearn, Heulwen Strathearn, Grace Wylde, Annette Evans

Apologies:

James Thomas, David-Lloyd Jones, Sue Kibby, Margaret Hopkin, Keith Hopkin

Agenda:

- 1 Margam Ministry Area – the first 6 months
- 2 Margam calling – what's it all about!
- 3 Fire Risk Assessment
- 4 Church Treasurer
- 5 A.O.B.

1 Margam Ministry Area

Margaret Griffiths spent time explaining the changes in the running of St. Theodore's Church with the formation of the Margam Ministry Area which came into being on January 1st 2022 which includes Margam Abbey, St. Theodore's church in Kenfig Hill, St. James' church in Pyle, St. Mary Magdalene in Mawdlam and All Saints church in Porthcawl, St John's church Newton and St David's church, Nottage. The parishes no longer exist and people are no longer required to be elected to the Church committee meeting; it is open to all of the congregation. The Church committee meeting has less authority than the previous PCC and matters have to be ratified by the Margam Ministry Area Council (MAC). There are monthly meetings of the MAC. If as a Church Committee we wanted an item discussed it could be put as an agenda item for discussion in the MAC. There are 20+ members on the full council, but there is also a smaller Standing Committee for the Margam Ministry Area. The next Ministry Area Council meeting will be held on 6th July. Each church has 2 representatives on the MAC. However James Thomas has been co-opted onto the council. David-Lloyd Jones is one of the Ministry Area wardens

Following discussion at the June meeting of MAC it was decided by St Theodore's to conduct a review of the positives and challenges experienced in the first six months of the Ministry Area.

Positives:

- MAC has met and regular meetings are held on a monthly basis. (There should be at least 4 meetings a year on recommendation). These have been well attended.
- There have also been shared services during this period, at Pyle, Margam and Porthcawl with joint choirs.
- A new Ministry Area magazine has been introduced. and Margaret Griffiths has contributed to this from St. Theodore's. The cost of the magazine is 60p a month. It

was suggested that this could be paid for yearly at £6 by members of the congregation in order to improve sales. It was also suggested that we have a box for payment of the magazines at the back of the church as many people come to the church to participate in various activities during the week.

- A new Ministry Area website has been launched.
- There is now an establishment of a joint bank account with Paul Smart as treasurer for all the Ministry Area. The Margam Ministry is a registered charity under the name "The Rectorial Benefice of Margam". It is important that we are responsible as a charity.
- As a part of the Margam Ministry Area there is a greater spread of resources and skills to do things. There are sub groups too – Communication, Mission and Outreach, Pastoral and Buildings sub group. These sub groups have all met at least once.
- The Safeguarding group will meet following the latest training.
- The MAC has agreed to grant £7000 for Mission and Outreach to do things. £1,000 was given from each church for this purpose.
- There is a higher profile for St. Theodore's amongst people from other churches in the Ministry Area and across the Diocese due to groups meeting in the church. People have met in our church and seen what we have done here. We have to do things differently and try different things to attract people to the church.

Negatives:

- Due to the interregnum in Margam Abbey, we have seen less of Fr. Jonathan at St. Theodore's, and there have been different clergy each week. A new vicar has been appointed in Margam, namely Revd. Mark Greenaway- Robbins with his wife Ruth Greenaway-Robbins as a deacon for the Margam Ministry area, so this should ease the situation when they are inaugurated.
- Communication is important, and transparency. The Margam Ministry Area Council minutes should be put on the Ministry Area website for all to see.
- The minutes of the Standing Committee should go to the Margam Ministry Area Council for ratification. This will be discussed in the next MAC meeting as the minutes will have to be redacted if necessary.

Positives:

- In the next 6 months, Jeanette Keane in Pyle is starting a Friendship Group. There are many people who are lonely and isolated in the area and there is a need to address this matter. The Friendship Group will meet in Pyle Church Hall. It was suggested that we should possibly restart the coffee shop within Theo's to address this problem, as a part of Theos' mission is to reach out to the community.
- In the next 6 months, there will be a weekly sheet for all the churches in the Margam Ministry Area.
- With the inauguration of Revd. Mark Greenaway-Robbins and his wife Ruth Greenaway-Robbins as Deacon, as well as a replacement Vicar for Porthcawl following Canon Philip Masson's retirement, there will be a full clerical team in place. Revd. Mark Broadway, the assistant curate in Porthcawl will stay in the church until someone is appointed.
- Once Revd. Mark Greenaway-Robbins takes up his post in Margam Abbey, there will not be the need for Fr. Jonathan to officiate in Margam on a regular basis. This will be a positive for St. Theodore's.
- There is good practice of pastoral care in Pyle and Mawdlam. There will be improved pastoral care training. Grace Wylde will be starting a course for the church. Due to the pandemic, visiting was not taking place.
- There will be the introduction of the Family Breakfast project in Pyle Church Hall. Cost of food has risen and there are many families who are in need. On a Saturday, there will be family breakfasts with those attending only donating as much as they can afford. There will be a rota of helpers, and it is hoped members from other churches will get involved.

Challenges/Opportunities

- Involvement in the Ministry Area sub groups is open to anyone interested.
- There is a need to co-ordinate events in the churches of the Ministry Area to avoid clashes that could impact on attendance.
- There is a need for a Governance sub group to be established and meet. Ministry wide policies are needed.
- There is a need for training for Trustees. This can be done online, and the Charity Commission provides guidance.

2. Margam Calling – what's it all about!

Margam Calling is a new type of service which will be open to people of all ages. It will be more informal, with bands, coloured lighting etc. to attract more people into church. There will be use of social media, such as Instagram, Facebook and TikTok. A similar venture has been launched already in Citizen Church Cardiff. It would be a far more informal service, with a coffee shop before and pizza afterwards. There will be wristbands and T-shirts etc. to draw in youngsters. We will be starting the venture at St. Theodore's as we have the space. It will take place on a Sunday evening every other week, starting in October. There will also be Margam Calling Juniors in Nottage and St. Mary's in Trecco Bay. More details will be published nearer the launch in October.

The point was raised that parking for St. Theodore's church is difficult, causing accessibility issues. However, we cannot wait for a car park to come into being, mission and outreach has to start as soon as possible. There is a need to get youngsters involved in the life of the church.

3. Fire Risk Assessment

Peter Strathearn has agreed to do the Fire Risk Assessment for St. Theodore's church. Canon Philip Masson has asked for the Fire Risk Assessment from each church and the Insurance policy as soon as possible. This needs to be completed by July 6th.

4. Church Treasurer

There is a need for a Church Treasurer. The accounts will have to be done in the same way as all the other churches in the Ministry Area. It could be a shared role. As we are now a charity, our finances will have to be looked at by someone professionally. It will be a voluntary position. Annette Evans said that she would ask her husband Wayne who is an accountant if he would know of anyone.

A.O.B.

1 25th Anniversary of the opening of Theo's.

Next year, on July 20th 2023 will be the 25th anniversary of the opening of Theo's (in the old premises in Commercial Street). It was suggested by Eileen George that we have a celebration for the shop and its success.

2 Thanks

Enid Rymer thanked Margaret for enlightening those present at the Church Committee Meeting of what was going on in the Ministry Area. This was echoed by the other members. It was felt that the minutes of the Ministry Area Council should be on the website so that all churches are informed of developments.

The meeting ended at 12.45.

Heulwen Strathearn



Margam Ministry Area

Pyle & Kenfig

Local Church Committee Meeting

NB: DRAFT MINUTES

Tuesday 31st May at the Church Hall, Pyle

Present: Duncan Walker, Jeanette Keane, Howard Evans, Hilary Breeze, John Roberts, Eileen Edwards, Jayne Evans, Meryl Greenway, Helen Bayley, Amanda Davies, John Davies, Millicent Davies, Sarah Gardener, Gareth Gardener, Victoria Knight, Vanessa Evans.

Visitors: Jan Battrick, James Thomas.

The meeting opened with Prayers

1. Apologies were received from Dave Xerri, Wendy Xerri.
2. Presentation

Jan Battrick and James Thomas shared with the committee the plans for the "Family Breakfast" which we hope will operate on a Saturday morning from the Parish Hall at Pyle. There are a number of children in the area who receive free school meals, and this is designed to meet a need on the weekend. It would include simple cooked breakfast, cereals and healthy options. They outlined what they hoped to achieve. It includes accessing all supply avenues, for example Fair Share Cymru, Neighbourly and local supermarkets, to ensure food supplies would be at no cost where possible. Advertising would be conducted via social media, leaflet drops and through local schools etc.

The Vicar informed the committee that the MAC may consider that the Waters Lougher Trust may be utilised to fund this.

We will need Local Authority hygiene certificates and allergen training along with safeguarding reviews and DBS checks. Remedial work may have to be completed on the kitchen in the Parish Hall, particularly regarding the floor.

Discussion centred around people feeling very much out of the decision loop, only being told after the decisions had been made and felt Ministry Area Council was not including the local committee. JK reminded the group that they are welcome to attend MAC meetings to participate in wider Area Ministry discussions. James Thomas therefore spent some time explaining about MAC, the work of the Outreach and Mission Group, and answering questions to aid understanding.

The Chair thanked James and Jan for attending the meeting and for sharing the plans.

The plans for the new Friendship Group were also discussed. The first meeting will be on 22nd June at the Parish Hall.

3. Minutes of last meeting

These were accepted. Proposed by John Roberts.

4. Finance

Account Balances

There is no change to the renovation accounts which hold approximately £100,000. The graveyard account has a balance of £2,934. The current account has a balance of £49,022.

Points to Note

- a. JE has submitted several Gift Aid claims recently to bring us up to date, which we are very grateful for.

The total received recently in the current bank account was £13,615.03.

- b. A cheque for £2,700 has been sent to the Disaster Emergency Committee for Ukraine. This includes £1,655 from the concert, the remainder being donations and collections in both churches. This is in addition to the £1,000 sent previously from church funds.
- c. In April, the Vicar asked for £360 to be sent to the central bank account for a 10-month subscription for the Area Ministry monthly magazine.

SG is concerned that communication with the MAC treasurer is limited and that she feels somewhat left out.

5. Grass cutting

Several quotes were considered by the committee. The group decided to use Tom Jenkins from Tondy to cut and maintain both churchyards, the Parish Hall and Vicarage every 3 weeks dependant on weather. This would continue until October when it would be reviewed. None of the quotes included the removal of grass cuttings. Insurance is important so we need to check that he has Public Liability insurance. He would be paid by cheque and send receipt to Sarah. The cost each time would be £850 plus VAT.

6. Maintenance

a. Organ at St James

JD talked about the organ in St James, expressing concerns that he has no idea when the repairs were going to be done. He has been doing running repairs himself and feels at his age this was unfair. He considered we should go with the £4000 quote received from usual repairer.

JK explained that the MAC has directed that all organs in the 7 churches should be assessed by the same company and a report would be given soon. Martyn Jones has been updating JD when significant decisions are made.

JK agreed to share the concerns of both JD and SG at the next meeting of the MAC the following day.

b. Installation of a toilet St James.

The committee discussed the need for a toilet to be installed in St James. Other items that had been discussed over the last 20 years were also revisited.

The committee unanimously determined that we would have a toilet installed. The Vicar expressed some concerns, as even though everyone agrees the funds are available, he considers that we should exercise caution as we may have repairs to the roof or other emerging items to undertake.

Action: It was unanimously agreed to take the request for the installation of a toilet at St James to the MAC for consideration.

7. Safeguarding

DX submitted the following report to the committee.

There have been significant changes taking place recently to tie in with the emerging roll out of Ministry Areas. These include new safeguarding training taking place in June/July, which I have booked onto, and the introduction of a new in-house DBS and Safeguarding system called 'My Church People' which is being

piloted in the Diocese of Llandaff. 'My Church People' is a dashboard with DBS and safeguarding training information about staff and volunteers and will help ensure that all of our Ministry Areas and churches are compliant with the latest safeguarding and DBS requirements. Each Ministry Area will have access to My Church People dashboard which provides DBS information at a glance about staff and volunteers. Users will find information about people in our Ministry Area, such as:

- Who has a valid DBS.
- Whose DBS is due soon.
- Who has no DBS.
- Whose role does not require one.
- Attendance at safeguarding training.

The dashboard is fully automated, meaning that it will trigger a reminder when:

- When a DBS check is due
- Where one is needed
- Who needs to attend three yearly safeguarding refresher training

This will make it easier for us to monitor compliance and will ensure that DBS checks have not been missed or forgotten. My Church People will give us peace of mind knowing that vital DBS checks have not been missed or forgotten. 'My Church People' makes safeguarding and DBS checks simpler and easier to administer. Most importantly, the dashboard will ensure that all Ministry Areas and local churches are compliant with Church in Wales procedures.

We all have a moral and ethical responsibility as Christians to look out and care for the children and vulnerable adults in our churches and surrounding communities, so it remains incumbent on everyone to be vigilant to make sure that we are doing all we can to ensure that they are safe and to report any concerns, if they should arise, as laid down in our Safeguarding Policy which is displayed at both churches and in the Parish Hall.

8. AOB.

Lay Reader: The Vicar explained that Julia Jones considers that she has been called to serve as a Lay Reader and he felt it would be good if we could as a committee give her our full support.

9. Date of Next Meeting: No date was given for the next meeting.

The meeting closed with prayers.