# **Minutes of the PCC – 21 March 2022**

|  |  |
| --- | --- |
| **1** | **Welcome and Prayer** |
|  | **Present:** Rev’d. Chris Park (Chair, Associate Minister), Rev’d. Ian Birkinshaw (Rector), Jackie Aspin (Secretary), Andrew Coombes (Treasurer), John Farrall, Alison Hodgson (Churchwardens), Liz Barker, Keith Blanshard, Ben Griffiths, Barbara Hemingway, Janet Stephen (11 present in total).Rev’d. Chris Park opened the meeting inviting members of the PCC to express their prayers for Chris Bell, who died in February. Chris Bell served on the PCC for many years, as Churchwarden at All Saints and more recently as our representative at both the Diocesan and Deanery Synods. Chris was a man of great strength and wisdom, and often interjected our PCC meetings with a timely word to keep us on target. We give thanks to God for his life and ministry amongst us. |
| **2** | **Apologies** |
|  | **Apologies for absence** were received from Rev’d. Judy Lindsey, Peter Aspin, Jonathan Leach, James Simister (Youth & Pioneer Leader) and Julia Stainforth. |
| **3** | **Minutes** of **previous meeting and Matters Arising** |
|  | **Minutes of the previous PCC meeting** held on 17 January 2022 were agreed and signed as a correct record following one typographical error. **Proposed by Andrew Coombes, and Seconded Barbara Hemingway. All voted in favour.** There were no Matters Arising from the previous Minutes that are not included in this Agenda. |
| **4** | **Mission and Ministry** |
|  | **4.1** | **Mission** |
|  |  | Verbal update was received from Chris Park. Items noted: * Cake & Co. is now open again and running well. There are plans to complete an Easter delivery of cards and quiz as previously.
* LYCIG Group – next meeting is due on 25 March 2022.
 |
|  | **4.2** | **Presence** |
|  |  | Verbal update received from Chris Park on behalf of James Simister who was absent. He reported that meetings have been held fortnightly on Sunday evenings at St. Andrew’s Hall. These have been running since the beginning of the year, with people attending in person, on line and streaming to the Church Facebook group. Chris stated it would be good to see this growing numerically in time. |
|  | **4.3** | **Youth, Children & Families** |
|  |  | Verbal update received from Chris Park and Ian Birkinshaw on behalf of James Simister who was absent. Items highlighted:* Chris P stated that he was working with James with the older age group on a Thursday evening, studying The Beatitudes this term. He noted that although these youth do not come on a Sunday to worship, one is going to be baptised on Easter Day.
* The Year 11 Boy’s Group in Huntington School is also going well.
* Ian B said that Sofa City had re-established during the Sunday morning service as previously younger youth have reached this age group.
* KidzKlub was also running well at present.
 |
|  | **4.4** | **Pastoral Care** |
|  |  | Verbal update was received from Alison Hodgson.Items noted: * Day to day pastoral care is happening and running well.
* Alison said that the priority now was to re-establish meetings in person for the Working Group.
 |
|  | **4.5** | **Worship Services** |
|  |  | Verbal update was received from Ian Birkinshaw.Items highlighted: * Ian B stated that the services were running as per the printed **Service Card.** One week had to be changed to a Joint Morning service due to illness of those due to lead.
* Ian B said that there are no intentions to alter the plan at this time but highlighted again that both the Deeper Events, and Thursday Communion services have not been re-established. This will remain the pattern into the next term also.
* **Revised List of Eucharistic Ministers –** The PCC accepted a revised list which had recently been updated.
 |
| **5** | **TABLE TALK – discussion in groups** |
|  | **5.1** | **Resourcing Our Mission and Ministry** |
|  |  | Ian Birkinshaw introduced this meeting’s Topic for Table Talk to address questions relating to how we resource our church activities. He circulated a paper which summarised anecdotal evidence from other church leaders, both Anglican and non-Anglican; local, national and international, describing some common post-Covid phenomena at this time. He reported how this was amounting to a significant shake-up in congregations and church membership with some people not returning to church, some leaving to make ‘fresh starts’ in other churches, some newcomers and generally experience of a lot of ‘coming and going’. The PCC were asked to work in smaller groups to consider the following three questions – summary answers are below in Italic test:1. **Have you observed these phenomena at All Saints and St. Andrew’s? Are there other post-Covid challenges you are aware of?**

*All agreed Yes! Although noted that whilst this left many unable to do some activities, other activities were continuing to take place online, eg. Standing Committee meetings.*1. **How do we make sure that we have** **the necessary officers in place at our APCM on 4 April?**

*Role Sharing, production of ‘Job Descriptions’, approaching people directly and asking them, regular ‘advertising’ in Services. Build better relationships with each other.*1. **As a matter of obedience, how do we ‘simplify to multiply’?**

*Hold more Joint Services, suspend any new Mission initiatives, discuss at LYCIG.* |
| **6** | **Finance** |
|  | **6.1** | **Report and Treasurer’s update**  |
|  |  | The Treasurer updated the PCC of progress with general Treasurer activities and requests for support and agreement. A summary of Income and Expenditure report for the current year to date was also noted.The PCC reviewed the Income and Expenditure report and noted the fall in ‘Regular Giving’ income of around £650 per month. The PCC recognised that a full year risk of a reduction of income of £8,400 has been included in the assessment. Although this could lead to our year end shortfall of around £15,000 the PCC was content to allow the current agreed budget expenditure to stand and address any shortfall from Reserves for this year. In coming to this conclusion PCC considered that there are signs of new people joining us and it is important to fully maintain our mission activities at this time. PCC also noted that any proposed additional expenditure will need to be balanced by a removal of a already agreed item from our budget.**The above actions were proposed by Andrew Coombes, Seconded by Alison Hodgson. All in favour.**Andrew also noted the implications for our upcoming Stewardship campaign. In considering the messaging and presentations we will be clear on our challenges and issues but will not set an expectation that the ‘gap’ will be closed by our existing group of givers. We will encourage people to continue to increase giving to match inflation whilst recognising the strains on many household budgets. We will continue to stress that it is the encouragement for more to join the group that is our way forward. As per our ‘usual’ approach both he and Andy Bevington would be available to present the situation in services on Stewardship Sunday (3.4.22). |
| **7** | **Governance** |
|  | **7.1** | **Standing Committee** |
|  |  | 1. **Minutes of the meeting** held on 21 February 2022 were received.
2. **APCM Report and Accounts Report, Annual Working Group Governance Report and Church Activities Report were all agreed as presented.** The PCC also noted receipt of the Independent Examiner’s Report. This will now be included in the main body of the Accounts Report. All the documentation was approved as ready for publication for the APCM.
3. **Update on projected PCC vacancies include:** up totwo Churchwarden vacancies for St Andrew’s. PCC changes this year include: 1 resignation, 1 death, 2 members standing down (Janet Stephen and Jackie Aspin), resulting in 7 continuing members. Therefore, this year we may elect up to 5 new members given a revised Electoral Roll totalling 200. The Rector added his thanks to both Janet and Jackie for their service to PCC over the past three years.

The PCC approved all the above reports and actions - **Proposed by Andrew Coombes, Seconded Liz Barker. All voted in favour.** |
|  | **7.2** | **Building and Fabric** |
|  |  | **Minutes of the meeting** held on 7 March 2022 were received. Acceptance of the B&F Minutes was **proposed by Keith Blanshard, Seconded Andrew Coombes. All voted in favour.****Matters Arising from the Minutes:** **Trees Work in All Saints Churchyard:** * Alison Hodgson stated that the next stage will be getting planning permission for the work. No faculty is required as we will only be pruning trees not removing any. She also reported that the dead Cherry Tree at the side of the path to the Church has now been removed and replaced with a new tree in memory of Enid Cross, Trish Leach’s mother. No faculty was required as the previous tree was dead.
* A Bee Hotel has been completed and a Bug Hotel is also being constructed.
* Tentative plans to hold a similar weekend to that of the Snowdrop Festival were discussed. Suggested themes combine the Queen’s Jubilee, Green Weekend (originally planned in 2020) and Churches Count on Nature survey (running 4-12 June). Proposed dates for the weekend are 18/19 June to ensure greater attendance as many people will be planning events for the Queen’s Jubilee.
 |
| **8** | **Safeguarding** |
|  | 8.1 | No issues to report. |
| **9** | **Health & Safety** |
|  | **9.1** | No issues to report. |
| **10** | **Deanery/Diocesan Synod** |
|  | **10.1** | There was no further news to add other than that written in the Deanery / Diocesan Report for the APCM. |
| **11** | **AOB** |
|  | **11.1** | IB proposed recommended wording for the **Memorial Stone to Stillborn Babies** at AllSaints Churchyard as follows:Remembering with love the babies and children buried here who have no marked graves. “See, I have written your name on the palms of my hands.” Isaiah 49:16. The PCC were all in agreement with this. The faculty for the stone was approved by the PCC at the November 2021 meeting. |
|  | **11.2** | **New Tree in memory of Chris Bell:**Alison reported that Chris Bell’s family had requested a new tree (Rowen) be planted in the All Saints churchyard in his memory. Alison has been liaising with the family and agreed to proceed with this. A faculty will be required and the PCC were asked to approve this. **Proposed Alison Hodgson, Seconded John Farrall. All in favour.** |
|  | **11.3** | **Approved Faculties for St. Andrew’s:**In his absence, Peter Aspin, Churchwarden St Andrew’s, requested that the granting of the two faculties below for works at St Andrew’s be formally reported to the PCC and recorded in its Minutes:1. Faculty Ref. 2021-062381 for a Temporary Shelter - permission granted for a period of 2years ending on 8 March 2024 – Received copy is held on the St. Andrew’s Logbook.2. Faculty Ref. 2020-056972 for Internal Re-ordering and Church Extension – Received copyheld on the St. Andrew’s Logbook. Completion date set at 22 April 2024. |
|  | **11.4** | **Proposed Additional Text reflecting discussions from the PCC Vision Morning – 5 March 2022 relating to the planned Building Development at St. Andrew’s Church and All Saint’s Vestry.*** **Proposed Andrew Coombes, Seconded Keith Blanshard. All in favour.**

**St. Andrew’s:**PCC supported the commencement of work on the next phase of our SA Outreach Project which will see the start of the northern extension. PCC recognised that the completed project will cost in the order of £200,000 and that a phased approach to the work will be taken.  The PCC has applied for and received grants of £25,000 in support of the project. The PCC intends to continue to seek further grants and undertake fundraising activity to meet the full cost of the work.A faculty 2020/056972 has been obtained for the work as well as planning permission CYC 19/02053/FUL and these are both reflected on the current outline drawing for the work -Proposed Floor Plan 304-18 dated Jan 2022. These documents represent the current scope of the work and will be developed and amended as the project progresses. All changes will be brought to PCC prior to any commitments being made.PCC agreed to the application for Building Regulation approval and the commencement of work up to floor level up to a value of £25,000. Noting that this would leave £7,000 in the SA building fund as a contingency.Pending the establishment of a group to support the Outreach work a verbal report will be provided to each Standing Committee / PCC normally by Keith(Blanshard). PCC also agreed that a faculty be prepared in conjunction with the Music Group with a view to removing the Organ at St Andrew’s which has reached the end of its serviceable life. The PCC also noted that this would free up space in the Worship Area and allow a more flexible use of the space.**All Saints:**PCC agreed that two faculties should be developed:**One** for the removal of the wooden floor in the ‘music’ area and hence make it level with the Vestry. To retain the choir stall frontage with a more flexible supporting arrangement. In addition, the current AV equipment and cabling will be re-routed / modernised to align with the new layout. Additionally, the mains power distribution / light switching and heating controls will be moved clear of the arches. The stone/brick arches will be cleaned.**The second** to develop the detail for the Vestry screens 2no to ensure we have a secure Vestry office. |
| **12** | **Proposed Dates of future meetings:** |
|  | 12.1 | PCC | 16 May; 18 Jul; 19 Sep; 21 Nov |
| 12.2 | Standing Committee | 20 Jun; 5 Sep; 17 Oct; 19 Dec |
| 12.3 | APCM 2022 | 4 April 2022 |
|  |
| **13** | Chris Park closed the meeting in prayer. |