

MINUTES OF CHRIST CHURCH DOWNEND PCC HELD ON WEDNESDAY 13th JULY 2016 IN THE CRECHE ROOM, CHRIST CHURCH DOWNEND

PRESENT: Revd Jo Vickery, Revd Paul Peterson, Roger Cholmondeley, Martin Brown, Adam Parfitt, Jamie Paddon, Roy Pope, Pete Tiltman, Debra Turpin, Ray Hackney as Treasurer and Maggie Nichols as Clerk.

Apologies for absence received from Andy Smith and Helen Barnett

Opening reflection and prayers: PP reflected on the last 30+ days in our nation. PP commented that this period of uncertainty and unrest provided an opportunity for the Church to be a prophetic voice. The gospel is full of hope and love rather than despair and hatred. Romans 12 speaks of love for one another and how we should look out for one another in these challenging times. PP had posted around the room verses from the Bible on "one another" and there was a pause to look at these verses and comment on how the Church and the PCC might live them out. PP and others then led us in prayer.

Minutes of meeting held on Tuesday 24th May to be approved and signed: RP commented that there was no mention of the office workload being looked at by Nigel Stowe and requested that this be minuted. JV remarked he would be meeting with NS in the next week and would report back at the next PCC meeting.

Minutes signed subject to amendment.

Matters arising – Progress on sale of 15 Glendale: JV reported this was ongoing and NS had chased the Diocese. The hold-up is still with the Charity Commissioners. There was no liability for us as a Church on any property repairs.

New & Ongoing Business – information and discussion:

Financial Position as at 30/6/2016 (RH): RH highlighted key elements from his report and commented that giving was down by 6%. Nigel Stowe had sent budget reports to all Ministry Heads to help them see how their expenditure compared to budget at the half year point. RH was also concerned about the CAP fund as funds are now down to £4000. PP explained there were 2 grant applications in at the present time and another would be applied for shortly. Both grant bodies will be considering our applications in the next two months

RH commented that it seemed a proportion of Church members were giving to CAP Central instead of CAP Downend. There is a clear need to encourage direct giving to the local centre. PT asked how that worked, and RH explained that if a donor had already raised a DD/SO to CAP Central, the money would automatically go to them, and not to our CAP Office. The donor would have to either cancel or alter their DD/SO to CAP Central, and then raise a SO to the PCC of CCD. (Form available from Dave Tooby). They would have to put CAP in the reference field, so that he could pick this up on the bank statement, to ensure the donation was posted to our CAP Fund.

Giving4Life update: JP reported that last year the Giving4Life team had looked at planned givers against the Church Directory and the clergy had approached a number of those who weren't giving through the planned giving system to try to establish the reasons for this. This exercise would be repeated this year, with additional encouragement for people already in the scheme to review their giving. Discussion ensued as to why planned giving was down. It was noted that some had moved away and a few had gone to other churches. JV explained that a fall in regular attendance is a national trend and that work was already being done by ministry heads to explore possible reasons

why people were not coming so often or had stopped coming altogether. Following this study a plan of action would be put in place to address the issues where at all possible. MB asked if we were looking at a deficit of £2,500. RH agreed this to be the case but this had not taken into account the legacy that had just been received of £1,000 from Hubert John Powell deceased.

Book-keeper – progress report (JP): JP reported that there had been no response to our advert for a volunteer book-keeper. JP would be working through a short list of people with the necessary qualifications to take this on. Ultimately this might need to be a paid post. The software package being purchased to enable the Treasurer's role to be taken on by a number of people would be installed in September and it was hoped a book keeper would be in place by then.

Pause for prayer

Ministry Heads' Reports – information, comment and prayer – all reports attached – Clarification re Children's work: JV reported that the role of Ministry Head would be taken forward by Charlie Walker (on a voluntary basis) with Belinda Stowe acting as Mentor to Charlie. Emma King's DBS application was still being processed but ultimately Emma would become Assistant Ministry Head overseeing Baptisms, schools link, Messy Church and Summer Sundays. Charlie and Emma were working well together. There will be some changes in the way this work will proceed. PT asked if having one DBS certificate meant you could work in lots of areas. JV explained that at the moment a DBS had to be done for each role but that the system was very straightforward and quick and would be done through the Parish Office. DBS checks need to be reviewed every 3 years.

Reports: MB commented that Lay Ministries relating to worship were growing. He asked if there was any other training than "on the job". JV explained that ongoing training was available and that this would be taken forward as appropriate.

MB asked if the money needed for the subscription to "Urban Saints" was extra money outside of the budget. JV explained that we weren't renewing the subscription to Roots for Children. Urban Saints had been recommended by people from other churches (US used to be called Crusaders). JV was thrilled with the way the children's workers were working together, and because Charlie was working on a voluntary basis this was saving £9,000. MB also asked about the repairs and renewals on the Youth Hub after the break in. RP explained that the Parish Office was co-ordinating this with the insurers. The claim for repairs had been given the go-ahead and the fire exit doors were now fit for purpose. The repairs to the connecting doors between the hall and the youth hub would be completed in a few weeks. Gary would be purchasing replacement equipment as soon as the insurers had given the go ahead. It was agreed the equipment shouldn't be added until the doors had been made secure.

PP explained the purpose of the Ministry Head reports was to inform so we can all pray for the respective areas.

Pause for prayer into children's work.

Building4Life – information. Re-ordering Update (JV): JV explained that there had been some technical hitches but that the Public Notice would be put up in the next couple of days and after 30 days it was hopeful that the Chancellor would give his permission for the re-ordering to go ahead. The PCC was asked to make this a matter of prayer and would be sent the plans by Ruth Martin.

Quinquennial Report (AS/RC): RC explained that many of the issues highlighted by the report would be resolved as part of the Church re-ordering. It was agreed that the Church Wardens look at the

report and decide if anything needed to be done urgently. The electrical upgrade was a key area needing attention. RP asked if we should chase the Asbestos Report. It seemed no report was yet available - RP/RC to follow this up. JP explained that a key recommendation of the previous quinquennial had been the replacement of the flat roof over the crèche room. A Grant had now been awarded and a faculty had been granted. JP and Wardens were thanked for all the work they had done in obtaining both the grant and quotes for the roof. RC felt we should revisit the issue of the soakaways. It was suggested that the Wardens review this work with the buildings team.

JV explained that the work in Moldova had proceeded satisfactorily and that the roof was now on the new Church building and they were working on the inside of the building. JV was encouraged by the progress they had made. PP and MB were meeting with the Director of TEN tomorrow.

Wardens matters (RC): RC explained there was still a problem with the existing pump on the central heating system. He explained the system could be used but the pump would run continuously - this was being sorted out.

Commonwealth War Graves Commission signage (PP): - decision:

PP explained that we had received correspondence offering us signs to identify that we have war graves. MB felt that the signs were tasteful and reasonable and thought it was a good idea to have the signs. JV explained that as Chaplain for the Staple Hill Branch of the Royal British Legion a special act of memorial was held each year on the Thursday nearest Remembrance Sunday. The 18 graves that we have in the Churchyard were each identified with a cross and poppy. PP explained there was no cost to us for the signs and that the graves were maintained by the War Commission. It was proposed by PT and seconded by MB that we adopt the signs. All in favour. The location of this to be agreed with JV and Church Wardens.

Parish Safeguarding – Safe from Harm Nominations (MN): None. Kathy Prosser being asked if these were coming through PCC.

Correspondence (MN): Legacy of £1,000 received just before the meeting from the estate of Hubert John Powell deceased, for which the PCC expressed their sincere thanks.

PP closed the meeting with prayer.

Dates of future meetings: Monday 26 September 2016, Tuesday 29 November 2016, Monday 30 January 2017, Tuesday 21st March 2017. APCM Wednesday 26th April 2017.

26 September 2016

A handwritten signature in black ink, appearing to be 'JP', written in a cursive style.