

**MINUTES OF CHRIST CHURCH DOWNEND PCC HELD ON TUESDAY 26TH JANUARY 2016 at 7.15 pm
IN THE YOUTH HUB**

Present: Revd Jo Vickery, Revd Paul Peterson, Roy Pope, Dave Moller, Rachael Cottell, Andy Smith, Adam Parfitt, Roger Cholmondeley, Jane White, Martin Brown, Jamie Paddon, Helen Barnett, Sally Bartram, David James, Deb Turpin, Ray Hackney as Treasurer and Maggie Nichols as Clerk.

Apologies for absence were received from Ben Prosser.

PP welcomed Archdeacon Christine Froude and Matthew Hall from the Finance Dept to our meeting.

Opening Reflection and Prayers (JV): JV quoted from Archbishop Justin's address to the gathering Primates in Canterbury - the unity of the church came through its common purpose to make disciples (we are a 'sent' church) rather than by needing to agree about everything. JV with Anita D had hosted a Whole Life Discipleship Conference this morning and showed part of a DVD with Neil Hudson from the Imagine Project, which reinforces our WLD Vision. This led into a brief time of prayer.

Minutes of meeting held on Monday 23rd November 2015, having been circulated were approved with no amendments.

Matters arising: Progress on sale of 15 Glendale (JV): JV reported there had been correspondence between Nigel Stowe and Sally Moody and the situation was as before. Still awaiting green light from Charity Commissioners.

New and Ongoing Business:

1. Giving 4Life Information and discussion: Financial Position as at 31/12/2015 (RH):

RH highlighted figures from the monthly finance documents (the consolidated accounts are still being completed). The forecasted deficit was lower than expected at £3,500 on the year as long as the Parish Hall Committee repays the loan of £1,000. RH expressed concern about the CAP balance. PP reported that the final instalment of the Temple Charity Grant had just been received and that grant applications were in the process of being submitted.

Giving 4 Life Update (JP): JP reported SB had been looking into "interest bearing accounts" which had proved a difficult task. AS was in the process of applying for a grant for repair of the Vestry roof. JP also reported that the G4L group had been looking for ways they could support RH during his treatment, making contingency plans for now and for when RH retires in 2017.

The G4L team had also been exploring the possible need to increase office staff hours in the light of a heavier workload since the creation of the Ministry Heads structure. HB supported this move, with particular need at the end of the week when all printing of service papers and Christ Church Life needs to be done. *The Parish Hall Committee and G4L team will be looking at this issue, also mindful that Elissa would be having time off for health reasons.*

Discussion followed on the new 'Giving tokens', and whether the congregation needed to help themselves to the Tokens or whether these should be given out personally. It was felt they should be given out personally. JW commented that some of her clients felt embarrassed if they weren't able to put money in the collection bags. JV commented that

visitors should be made aware that it is not compulsory to give. ***RH asked if the tokens might also be made available at the 6.30 service.*** JV asked how we had managed to reduce the deficit over the last month or so. RH explained that a £5,000 donation had helped. HB presumed there was less expenditure for Glendale and RP commented there was minimal upkeep on the Church building at the present time.

2016 fees – for approval: New fee structure had been circulated. JP proposed and AP seconded that the new fee structure was accepted. Passed unanimously.

- 2. Ministry Head Reports:** Four reports presented for Wholeness/Pastoral care/Safeguarding, Creative Media, Resources, and Discipleship for All Ages.

HB commented on her Report which talked about the lighting of the Church for the Folk Evening and subsequently for the Candlelight Services. HB and JV felt the lighting enhanced the Candlelight Services. We have been able to continue borrowing two of the lights to light the Nativity Scene that had been donated in Mike Nichols' memory. MN was thanked for donating the beautiful figures. HB had found out the cost of purchasing our own lights would be in the region of between £1,000 and £2,000 and felt if we bought some now they could then be included when the re-ordering is taking place.

Discussion ensued as to whether we should be spending this amount of money on lighting when there were greater needs such as CAP struggling for funds. JV stated that any costs for reordering would not come out of the General Fund. RH spoke about asking the congregation for specific items like lighting and how this could be taken forward. ***JV to discuss further with HB in line manger meetings.***

There were no comments on the other Ministry Head Reports. The PCC broke into small groups to pray for the 4 Ministry Areas.

- 3. Parish Share Presentation by Ven Christine Froude and Matthew Hall with opportunities for questions:**

PP explained that at the last PCC meeting it was felt that members needed an explanation of what the Parish Share was and how it was implemented. To this end PP had invited Christine and Matthew to this meeting.

MH commenced by saying this was an informal session and he encouraged PCC members to ask questions. He felt there was a need to recognise that Parishes were a big part of the Church of England Institution. MH explained that the parish share covers the cost of parochial ministry, therefore what they get in from parishes covers the cost of clergy and associated expenses. The extra expenses for diocesan office staffing and central expenses were now largely covered by money from trusts. If the parish share drops then the number of stipendiary clergy drops too. 2 Corinthians 8 and 9 describes the Macedonian Church giving as much as they could afford and beyond to support neighbouring churches. Paul is saying there is mutual dependence between the different parts of the Church, hence our own model of sharing of resources across the diocese, which is at the heart of the Church of England structure. The mission of Christ Church doesn't stop with us, we support ministry across the whole diocese.

MH explained the current state of the Diocesan Budget for 2016: initially there was a projected deficit of £172,000, which was accepted by Bishops' Council and Directors which would sustain existing Ministry. Following a lower than expected pledge from parishes for Parish Share, Diocesan Synod passed a motion to suspend all recruitment to Parish and Diocesan Office posts. CF explained the financial reality of this for our Deanery was that Kingswood and Soundwell appointments had been suspended, subject to further review at Diocesan Synod in May.

RP commented that the Diocese was property rich - should this be looked at to release finances for parish ministry? He also asked how the Diocese could buy back Glendale, if finances were so tight. CF explained that this helped the Diocese in terms of flexibility of accommodation for future curates and in this case ensured PP had housing. She also stated there were only a small number of properties that were kept for flexibility, a small number were investment properties and might be able to be sold to make profit. The properties that don't have clergy living in them are rented out. JV asked if maybe RP was thinking of the Church buildings that were being used for small congregations. CF explained that the Church might be the only community building in a small village and that as closure and sale of a church has to have the agreement of their PCC, this was simply not happening. Only 1 Church sold in 5 years. Diocesan plan for the coming 3 years seeks to build on pockets of good practice i.e thriving Churches and Churches that are serving the Community. The plan would be to create a hub system whereby good leadership would be shared and benefit other communities.

RH explained that Christ Church's model for serving the community required the employment of staff to equip the wider church; and this was a significant factor in us deciding to reduce our Parish Share. CF recognised the challenge of discerning financial priorities – to minister across the whole diocese or to the specific ministries of my particular Church. How do we balance this?

Other points raised were:

- Invest in our own activities if they are going well, but look at Diocese as larger picture
- If money was used across the diocese solely for effective mission activity then all of us would be fully supportive. The problem comes when resources are going to places where missional focus isn't the priority. Should we prune so more fruit might come?
- The PCC work hard to balance the books and take their responsibility seriously
- Every Church is being asked to give more to Parish Share
- The effectiveness of how money is used needs to be monitored.

PP thanked CF and MH for making the time to attend our PCC and explain the intricacies of the Parish Share. CF thanked the PCC for the opportunity to come to our meeting. She felt our commitment to mission was such an encouragement.

G4L team to continue to monitor finances on a monthly basis, with Parish Share contribution to be reviewed at end of first quarter.

4. **Parish Safeguarding: Updated Safeguarding Policy for approval (PP): PP presented the following from KP:**

New revised SG policy for approval – on approval, KP will arrange for the office staff to insert signatures and Jon Tooby will place on website.

Changes:

- Children & Adults – some changes to recruitment and vetting of leaders
- Alteration in list of reporting incidents

Appendix C – HB queried why there was no mention of Facebook policy and age limits - PP to feedback to KP and this Appendix to be updated accordingly.

PP also to ask for clarity re the responsibility for ensuring that Ministry Heads are recruited according to the Policy.

We are looking for 1 extra administrative person to help with DBS checks. KP hopes to meet with Brenda Greet and Helen Sheppard soon to look at the detail of this. Helen may be able to help in the short term, if the commitment can be balanced with work and family responsibilities. Longer term we will still need more support. If anyone wants to offer see KP.

We will also need someone to take on the role of Lead Safeguarding Adviser from KP. From a Diocesan point of view they would prefer lead Pastoral Role to be separate. Members of PCC asked to think and pray about whether they could take this on, or could recommend someone. KP would work with them for a while to advise/support. Governance of this remains the responsibility of the PCC. ***KP is currently reviewing the Safeguarding Audit Recommendations and will report back to the next meeting.***

PP to address concerns with KP and the policy will then be recirculated to the PCC for approval by email.

Safe from Harm Update Nominations (MN): None.

5. **Building 4 Life:**

Re-ordering updates (JV) information/comment: JV reported that Janet Saxon, Secretary for DAC had notified him of the DAC's approval for the revised alterations to the Church. 30 days' notice now has to be given to the public. After that the Chancellor will give his final decision. JV has taken this forward so far, but has now handed over to Ruth Martin who has agreed, with the approval of her Company, to oversee and take this project forward. She will work in her professional capacity for us for half a day per week. Subject to Glendale's sale, there is £650,000 in the building fund. ***The congregation will be asked to continue to pray for the process as it goes forward.***

Warden's matters: AS and JP had put together a grant application for the cost of a new flat roof over the crèche. Janet Saxon had emailed to say that the QQ inspection for Christ Church Downend is now due. This time we need to supply ladders, a builder and electrician on site. Richard Pedlar our inspecting Architect will liaise with AS re dates. ***Ministry Heads need to be informed of the date when known to ensure minimal disruption.***

6. **Staffing – CAP Community Worker Role (PP/JW):** PP explained that money had been made available by a member of the congregation for a Community Links Worker Role. Interest has already been expressed in such a role. Jayne Till has been helping JW since Mark left his

role, and was recently awarded the "Giving Back Award" from CAP which was presented at a Fund Raising Dinner in London. Jayne has been raising money by knitting and has promised £2,500 this year. PP has been consulting the diocese regarding employment law – if we engage someone on a self-employed basis we will not need to advertise, otherwise we will.

7. **Correspondence (MN):** A letter had been received from Richard Harris with regard to car parking on Sunday mornings which had been handed to RP as Health & Safety Officer. To this end steps have been taken to safeguard the congregation i.e car park attendant and a notice at North Street end of the lane informing if the car park is full.

8. **Any other business:** PP asked for prayer for the following 2 days for the Ofsted Inspection at CCJ. PP had had a conversation with Mark Walker regarding the Foundation Governor vacancy and Mark was happy to be put forward for this role, subject to a review of his work commitments. To speed the process PP asked if the PCC would approve Mark to be put forward on this basis. Proposed by JW and seconded by AS.
All in favour.

RH explained that £3799 had been given to Mercy Ships as part of our mission tithe ahead of the usual time because Mercy Ships had a benefactor who would match pound for pound money that was donated before the end of December.

Next meeting of the PCC: Tuesday 22 March; APCM Sunday 17th April. PP encouraged all PCC members to continue for a further year.

There being no further business to discuss the meeting closed with prayer.

Further Meetings:
24th May, 13th July.



22/2/16