Learning to Live the Life
CHRIST CHURCH DOWNEND

MINUTES OF CHRIST CHURCH DOWNEND PCC MEETING
HELD ON MONDAY 28 JANUARY 2019 @ 7.15PM

Attendees: Jo Vickery; Paul Peterson; Maggie Nichols; Jamie Paddon; Bryan Ashton; Rich Ward; Julian Cox; Laura Powell; Miriam Parfitt; Sally Green; Roger Cholmondeley & Miranda Mingay (Clerk)

Apologies for absence: Debs Turpin

Prayer and Reflection. JV opened the meeting in prayer seeking God's guidance in all things. He presented an illustration of the colours of the Trinity in a Celtic knot showing how all Three were held together by a blue circle – the Circle of Love.

Minutes of meeting held on Tuesday 6th November 2018: **Proposed JC; 2nd JP all in favour.**

Matters Arising –

- School governor vacancy. The proposal to nominate Mike Bull to join the Board of Governors for Christ Church Junior School was put to the PCC. Mike has completed the relevant application form and will be meeting the Head Teacher next week. **Proposed PP. 2nd JV and all in favour.**

New and Ongoing Business

1. Building 4 Life

- MN confirmed CCD did get some compensation from BT; about +-£130.
- There are ongoing issues with the heating system, mainly the heat curtain and trench heaters. Andy Morton is taking this up with David Smith of TSA. We believe we are entitled to compensation of £6,000 due to design faults. MN is to continue to monitor. **(MN)**
- Most of the snagging issues will be resolved by Harts within the next two weeks.
- The 2019 revision of fees for the use of the church building has now been completed. Proposed: MN; 2nd R Ward, and all in favour. JP requested that we keep an eye on the fees and gauge reaction from other groups. JV emphasised that we need to be careful not to book up too much as they are still in the planning process of various church events for this year.
  RC asked that the energy use of the church be monitored on a regular basis. Figures can be taken from the quarterly energy bills. **(MN to monitor)**
- Wardens Report.
  - The glass doors now have signage on at a low level for child safety.
  - Kneelers are back in the church.
  - A thumb turn has now been fixed to the inside of the south side external door.
  - RC addressed spillage on the floor & the lamination on one seat having lifted. The cleaner is to be asked to clean after each large function in the church which should prevent these problems in the future

- Health & Safety

  - The H&S Policy is due for a review and update to incorporate risks associated with the re-ordered church building. This will be addressed in the next few months. **[RC, MN & NS]**

  - Health and Safety Officer: John Hudson is willing to be involved as part of a team, but has been unwell. BA suggested a fresh conversation with him to ascertain his availability and capacity. **[RC to follow up]**

  - Parish Hall sound system: RC is meeting with Nick Langley next week regarding the ongoing problems. **[RC]**

2. Giving 4 Life

   - Diocesan response to Parish Share reduction - A letter from Oliver Home (Diocese of Bristol) accepting our proposal to reduce our parish share from £100K to £90K was shared with PCC members. We are asked to keep our contribution under review, and Oliver may wish to meet with members of the PCC later in the year.

   - Finance Update to end of December 2018 – Final reconciliations are being undertaken, to enable the accounts to be completed. JP indicated that the figures suggested a better outcome than we had anticipated, but final figures would be presented at our next meeting. There would still be a shortfall of income against expenditure of around 8k.

   - Revised Budget 2019. JP had made minor amendments to the previous draft in view of a better trend in the income lines. The loan repayment figures now include the interest due. The budget assumed an income of £4K coming from renting out both the church and garden room, which is probably a conservative estimate. Overall it is now predicted our budget will be £5K better off than previously assumed.
     Proposed PP, 2nd BA, all in favour bar 1 abstention.

     JV encouraged members to explore further grant options. **[All members]**

   - Giving 4 Life strategy implementation update; An annotated copy of the strategy had been previously circulated, and key aspects were discussed. The whole strategy covers a variety of ways of giving & teaching communications. JV & PP are following up members of the congregation not currently in the planned giving scheme. Dave Green is putting resources together for home groups to help establish people's attitudes to giving. In relation to the 2018 figures, JV suggested members of the congregation may like to see the figures in order to know where the church stands as a whole. **[PP/JP to produce brief summary for Christ Church Life]**

   - Parish Giving Scheme. This is a key plank of the G4L strategy. PP introduced the proposal to the PCC explaining what the PGS was and how it has been implemented in other churches around the diocese He presented the group with some stats; 2018 income through giving to general fund +- £170K Currently 92 parishioners were giving through standing orders with a total in giving of above £100K. He continued by saying the average basic gift before gift aid was £75/month. In addition, 43 parishioners give through the envelope scheme which amounts to £39,700p.a., amounting to an average of £77/month/individual. There were 2 members of the church who give through separate means and who give significantly more than average. (PP is not party to amounts given by individuals.)

PP proposed we launch the Parish Giving Scheme to the congregation as a 3rd way of giving. Envelope giving and standing order giving would be phased out over time, as the PGS becomes our preferred way of planned giving. PP explained the PGS is a very efficient system with reduced the admin load, is inflation proof as it provides a facility for automatic inflationary increases in line with RPI and doesn't cost the parish anything. Givers would donate by direct debit with industry standard security and protection in place. Each diocese pays a certain amount into the parish giving scheme towards the admin costs. This scheme would be launched on March 17th alongside further teaching on stewardship. PP had consulted with other local clergy, a treasurer and a church administrator, all of whom had bought into the scheme. Feedback was overwhelmingly positive, with strong administrative processes and an increase in planned giving of up to 20%. G4L members are meeting with Naomi Buckler from the diocese this week to clarify a few issues.

PP asked PCC members if they would personally be willing to transfer to this new scheme if it was introduced, with a positive response.

Subject to G4L approval the PCC are happy to sign up to the PGScheme. Proposed **JP, 2nd JV and all in favour.** **[G4L team to take forward]**

- The PCC fees for 2019 were presented for approval by JP. A 3% increase had been applied across the board. **Proposed: MP; 2nd MN and all in favour.**

3. Ministry Heads' Reports

- JP said there were amazing stories of how God is at work in these ministries and feels not enough information is fed back to the members of the congregation.

- MP felt the cancellation with no explanation of the welcome meal on Facebook had too little detail for people to understand the reasoning. JV will speak to the communications team to explain the importance of HOW we communicate with others.

- JV highlighted a lot of work that Anita has done monitoring those who have come, stayed, left etc. Total newcomers to CCD including Messy Church in 2018 is 94.

- Care Coordinators team. JV said how impressed he was with their attention to detail and in getting to know each person personally. Their coordination strategy to monitor those who need support is working very well. Francis Kirby coordinates this.

Members paused for short prayer led by PP.

- CAP: There are now more potential clients in the area than Leyla can manage. As a result, there is a proposal to take on 2 volunteer debt coaches to be trained by CAP to work alongside Leyla. They would take on one client each per month. Costings presented would come from the CAP budget and grant are being sought.
The PCC expressed support for this proposal.

4. Parish Safeguarding

- DBS Checks: 3 further checks have been completed; There is 1 renewal due and 1 application in process.
- PCC Member training update: LP is aiming to set up further workshops. She requests anyone who has done the online training to please let her know asap.

5. Correspondence. MM said there was nothing to report.

6. Any Other Business: Nigel Stowe has taken on the temporary chair role for the Parish Hall & QRCC committees, whilst Bill Robbins in unwell. The PCC expressed gratitude for Nigel's willingness to take this on.

7. The meeting closed in prayer led by PP.

Dates of future meetings: Monday 1st April. Wednesday 22nd May
APCM – Wednesday 10th April at 7.30pm

Supporting Documents:

- Minutes of November Meeting
- Building4Life Update
- church rental proposal
- Wardens' Report
- Diocesan response to P/share reduction email
- Financial Documents
- Updated G4L strategy
- Parish Giving Scheme outline
- Revised Budget 2019
- 2019 fees proposal
- Ministry Heads Reports – wholeness, discipleship for all ages, communications

Signed: .....

Dated: 1st April 2019.....

The PCC co-operates with the incumbent in promoting the whole mission of Christ Church with a particular responsibility for ensuring wise and faithful stewardship of the Church's resources, to enable vision to become reality.