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.

MINUTES OF CHRISTCHURCH DOWNEND PCC MEETING

HELD VIA ZOOM ON MONDAY 20th JULY 2020

Attendees:

Paul Peterson, Jo Vickery, Richard Ward, Jamie Paddon, Aidan Watson, Eloise Phillips, Sally Green, Julian Cox, Laura Powell, Maggie Nichols, Richard Hawkes, David Owens and Caroline Plummer.

Apologies:

Debbie Turpin, Roger Cholmondeley and Sally Coates

PP opened the meeting and welcomed members. AW encouraged members to pray for our church in a season of change and led the group in a time of reflection and prayer.

The Minutes of the meeting held on Wednesday 20th May 2020 were approved and signed.

Business conducted by email between meetings

PP advised that the email sent to members on 13th June asking for a yes/no response as to whether we request that the BDBF be asked to give approval for the PCC to use one or both halls as security for a re-financing loan received 12 responses all in favour.

PP advised that the email sent to members on the 29th June 2020 proposing the appointment of Harris and Harris as the church's solicitors for the loan process elicited 13 responses all in favour.

JP advised that the email sent to members on 13th July 2020 proposing that CAF be appointed as the provider of the re-financing loan received 11 responses all in favour. 2 voting members were on annual leave.

New and Ongoing Business

1. Coronavirus Updates

   JV advised that it has become even more apparent during the lockdown that we as a Church must learn to listen to the needs of our community. Rosie Brydon on behalf of CAP had joined a ministry heads meeting to highlight some of the social needs and propose a new initiative linking in with local schools. As a result we are now supporting families in 5 schools with food parcels and potentially debt counselling.

   PP advised that 40 different families or individuals are currently being helped through CAP food parcels and that our congregation had been very generous with the giving of food and money to this cause. People who have received these gifts have shown such gratitude. BA voiced his admiration for this worthwhile work. JV hoped that the work of CAP would continue to be fruitful after lockdown and that it would remain manageable and sustainable.

   Alpha - AW, Laura Powell, Cathie Watson and Liz Misselbrook along with four others were participating in the Zoom meetings each week. It was hoped that the members would be able to stay together as a group and continue to meet weekly after the initial course had come to an end.

   JV was happy to report that the Children's and Youth Groups were continuing to happen and gave thanks for the commitment of all leaders. The 24/7 and 24/1 prayer were fruitful times, and would continue to be at the heart of Christ Church's life going forward. The opening of the Church for private prayer was not utilised by many, but some were deeply moved by the experience. The church will now be open on Wednesday afternoons and Sunday evenings. JV wished to thank Elissa Murphy

and Simon Clark for the setting up of 'g suite' which had required significant investment of time and energy. PP shared a summary from EW, which informed PCC members of progress to date. This approach has a cost saving of £25 pm as well as an additional £16 per year and ensures we conform with GDPR requirements. All 43 users should now send any church related emails from their church email address.

A welcome booklet has also been devised which would be given to new members of Christ Church, Valuing the Week with Shahne and Jo has now reached an end of its natural life and Bread for Today will be scaled back to twice each week during August.
Sunday Morning Worship has now resumed each week at 10.30am and is streamed live. Each Sunday evening the church will be open between 7pm – 9pm including a service of Compline (night prayer) at 8pm for approx 20 minutes. JV advised that Kathy Prosser's calling to ministry has now been recognised by the Church of England and she would soon be starting her 3 year training at Salisbury in the autumn. She will continue to be based at Christ Church and PP will act as her training supervisor

DO wanted to express his thanks for all the hard work that has gone on during lockdown with regard to Bread for Today and the virtual Sunday morning services etc. He felt using the internet had been a 'shining light' and has been a real blessing.
SG stated that some of the congregation of QR who are unable to reach Christ Church on a Sunday morning were keen to return to worshipping at the Church Centre. She asked that perhaps in the next bulletin it could be given a mention to reassure these members that this service will return at the appropriate time. ***JV to ensure this is acted upon***

Forward Planning
JV informed members that a group would be reviewing future service patterns in mid August and was pleased to hear that members of the congregation of QR are so keen to return. He advised that at the first Sunday Worship there was a very good cross section of the services attending. SG advised that she had opened up QR to allow Barbara Lauritson some time to practice playing the piano, this had been done in line with social distancing and hygiene guidance.

MN advised that she is receiving enquiries about the starting of groups again for both of our halls. We as a Church are being led by the government and the diocese with regard to this. When hiring re-starts, the hall will need to be cleaned after each group finishes. In addition to our own 'covid secure risk assessment' being worked on by the wardens, each group will need to write their own risk assessment to demonstrate that they will be Covid secure. We may be eligible for a grant from South Gloucestershire with regard to the letting of our halls. DO wondered how this extra cleaning would impact upon Ineta's workload? MN advised that she is has been furloughed until the end of August but has returned part time for 6 hours per week. Ineta would also be doing a thorough deep clean of both halls before use. PP advised that Miranda's finish date would be 31st July. Anita will be returning to work on the 17th August. Under the latest government guidance Christ Church would be eligible for £1000 rebate relating to the continued employment of furloughed staff beyond January 2021.

2. Wardens Report
MN advised that we have received 2 complaints from our neighbours concerning overhanging trees. South Glos have contracted Blagdon Tree Surgeons to carry out this work. MN has expressed concern to South Glos about this appointment following their failure to clear up after themselves on a previous occasion and is awaiting their response.
JV wished to thank Maggie and Bryan for all the time and effort they both put into their roles as Church Wardens.

3. Giving 4 Life
Final Accounts
There had been minor changes to the annual accounts since our meeting in March for technical reasons. Whilst the accounts had been circulated to all members, the PCC agreed that the Giving 4 Life team should double check them to ensure accuracy. Subject to this check the PCC unanimously approved the accounts PP advised that any members of the PCC who had any queries regarding the

Accounts should raise any questions with JP before the Giving 4 Life meeting. ***G4L team to scrutinise and give final approval to accounts***

General Fund half year up date – Information - spreadsheet circulated in advance

JP stated that our general fund income year to date is £6000 down against budget, but cost savings reduced the shortfall to £3000. The lack of plate income and reduced envelope giving were the main factors in this.

Building 4 Life re-financing – update and proposal to take loan application forward

JP Unpacked the proposal to take out a re-financing loan of £169,000, explaining how funds would be allocated to enable us to repay £120,000 of the interest free loan from a member of the congregation in September as requested.

This model assumes that Martin Brown's legacy will be available to us by 2027, but if this is not the case, an additional loan would be needed to pay the balance outstanding of the £250k interest-free loan. Any additional legacies received between now and 2027 would also be used to accelerate debt repayments. Following approvals given by the PCC via email between meetings, a loan application has been submitted to CAF.

PP reminded the Committee that the amount of the loan proposed by the Giving 4 Life team was £169,000. The PCCs approval of this amount was requested.

PP propose
EP second
all in favour

Account admin

To improve access to the Soul Edge youth account, a request had been received from Diane Paddon for Gary Smart to be added as an extra signatory.

JV propose
BA second
all in favour

To enable CAP to provide food parcels for families within the schools partnership project, a petty cash account is required. Discussions between PP, Elissa Wiltshire and Leyla Fellows had established that this was the most efficient way to proceed. As a petty cash account it would only require one signatory, with money in balancing money out.

MN propose
RH second
all in favour

JP advised that there would be appropriate scrutiny put in place for the above.

4. Eco Church Award

MN had circulated a summary of progress in the various award categories.

She suggested that a small group be set up to determine action points to enable us to meet more criteria. AW stated that with JV's permission he would like to be involved with this. LP suggested involving Geoff Payne as he is passionate about the environment. JV suggested that AW could ask the congregation for those with a similar passion who would like to apply to join a small committee of about 3/4 members to take this significant area forward. PP thanked MN for all the hard work she has already put into this area.

AW to liaise with MN and JV towards setting up small group

5. Parish Safeguarding

LP advised that this area of church had been very quiet over lockdown and only one check had been completed. A Past case review had been completed as requested by the diocese. With regard to the Safe and Welcome Award, there is still much to be completed and LP will provide a full report at our September meeting.

LP to circulate documentation/summary in advance of next meeting

6. Correspondence - None.

7. Closing Prayers

JV concluded the meeting with prayer remembering Ray Hackney who is very poorly.

Next meeting Tuesday 29th September followed by a meeting on Tuesday 24th November 2020. JV asked if the PCC would consider meeting in the church, face to face with appropriate social distancing All agreed.

Signed .....

Date 29/9/20