

## **MINUTES OF CHRIST CHURCH DOWNEND PCC - WEDNESDAY 1<sup>st</sup> MAY 2024**

**Those Present : Dan Watts, Paul Peterson, Jamie Paddon, Bryan Ashton, Roger Cholmondeley, Sally Green, Debbie Pastwa, Maggie Nicholls, Katie Allen, Philip and Ali Rowe, Julian Cox, Andy POUND and Caroline Plummer**

**Apologies : Nigel Stowe and Richard Bacon**

**PP** welcomed everyone to the meeting and **DW** read from Romans 5. As disciples of Christ there will be times that we will endure trial and suffering. 'Suffering produces perseverance, perseverance character and character hope'. Always try to support others who are going through storms in their lives and remember that God will never desert us. **DW** read from Hebrews 12 which encourages us to 'keep our eyes on Jesus the author and perfecter of our faith.' This led into a time of prayer.

The Minutes of the meeting held on 22<sup>nd</sup> February 2024 were approved and signed.

### **New and Ongoing Business**

#### **Christ Church Vision Update**

**DW** talked about CC's vision of going deeper, wider and younger and how we are building relationships with local schools. Bromley Heath School, Blackhorse and Frome Vale were invited to visit CC at Christmas and Easter this year and each school has engaged with Prayer Spaces along with regular assemblies led by a team from CC.

**DW** advised that the early morning 9.15am service at QR would remain. It is a successful service where there is great fellowship amongst the congregation. We all watched a video showing an example of **Bubble Church**. The C of E is introducing Bubble Church, which is a franchise that we can buy into costing £1,500. It is an 'off the peg' service, lasting for 30 minutes and is aimed at families with small children. Each family sit on a bubble shaped mat on the floor and hear about Jesus through puppets, videos and creative activities. **DW** has four people interested in launching Bubble Church at Quakers Road. The national Bubble Church team will support us through training and continued online communication. AV equipment will need to be upgraded to facilitate this, which will have a knock on benefit for other services and events held at Quakers Road. Dave Green has been contacted to help explore options and costings for this

It is suggested that monies from Bob Southgate's Legacy be used to pay for the franchise and to upgrade IT.

Bubble Church services would be held monthly on Sunday afternoons at 4pm.

**JC** commented that Bubble Church sounds great, but asked about how we might foster deeper connections with the families and the church?

DW responded by saying that this would evolve over time but might come about through encouraging parents/carers to join an Alpha Course, Home Group and maybe the 10.30am service.

PP put it to the PCC that Bob Southgate's Legacy be used to buy into Bubble Church at a cost of £1500.

**DW PROPOSED**

**JC SECONDED**

**ALL IN FAVOUR**

### Staffing Update

DW reminded trustees that we are looking for someone to work 8 hours pw as Schools Chaplain. One application has been received to date.

AP, PP and JC have produced six new policies which consist of Social Media Policy, Whats App Policy, Quality and Diversity Policy, Lone Worker Policy, Performance Improvement Policy and GDPR Policy, largely thanks to St Michaels sharing information about policies with us. DW felt that a good job had been done but asked a couple of questions concerning Lone Working. For the Incident Log is there a template and if so where will it be stored? If someone is working alone should they need to notify their Line Manager and does this need to be logged and where? When Anita and Harriet are working in the church on their own they lock the front door. Beth also locks the NS hall front door when alone in the building. The Lone Worker Policy will go back to the Staffing Committee to be tweaked.

PP asked members to approve the other five policies.

**AP APPROVED**

**KA SECONDED**

**ALL IN FAVOUR**

PP asked for approval for CC to sign up to the C of E Digital Charter, (link previously circulated).

**ALL IN FAVOUR**

### Warden's Report

MN reported as follows:

We have at last had the Faculty approved for the South Tower works. We have also received B1 permissions for the security installation and CCTV.

Bryan and myself met with Ecclesiastical Insurers for a survey of the building, given one hadn't been done for 7 years. We have still to receive the report but our hard wire electrics need to be checked annually and I've got a quote from Clarke Electrical (who will be doing the electrical bits for the security). The cost to complete an EICR at Christ Church Parish Church Downend of 28 circuits is £665.28 plus VAT. New regulations came into force last week about surge protection, so any new work has to either have surge protection or be risk assessed and signed to say we don't want surge protection. Because we have a lightning conductor, if lightning struck the Church this would affect any of our electrical appliances in the Church and if we don't have surge protection this could be costly. The cost to complete the installation of SPD's is £941.34 plus VAT. Hopefully we'll get the report from Ecclesiastical soon to see if the surge work has to be done as a requirement of the insurance.

The amounts for the AMP fund for church now need to be updated given these extra costings and these now total about £3,500 but that doesn't include any emergency work.

For the future :

Christ Church is 200 years old in 7 years – a cause for celebration?

Car Park Agreement expires in 9 years and maybe we should start thinking about putting some money aside for this.

MN is seeking to have 1 double electric socket added outside of the kitchen area for coffee pots the cost of which is £665. Warm Space will pay for this.

**MN PROPOSED**

**DW SECONDED**

**ALL IN FAVOUR**

If a Surge Assessor is not installed a Risk Assessment will need to be undertaken by MN and BA.

JP advised that the sum of £5000 has been allocated to the AMP fund for 2024

BA reported that CC paid £30,000 towards our use of the car park 23 years ago. Maybe we should start a communication with the Health Centre in the not too distant future. BA to bring back to next meeting for further discussion.

Giving 4 Life

JP advised that the Annual Accounts for CC are ready for approval by the PCC. Gabrielle has worked hard to complete the Accounts and they have been prepared by Burton Sweet.

**DW PROPOSED**

**MN SECONDED**

**ALL IN FAVOUR**

JP continued by saying that for the first quarter of 2024 regular giving is currently below budget. Had a bequest not come in we would have been £2,000 down on projected income.

RC wondered why we are receiving less income?

JP responded by saying that a number of loyal members of the congregation had now passed away along with others moving out of the area. PP felt that more work could be done to draw in more regular givers. The PGS scheme will be given greater profile at the forthcoming APCM.

Overall our 2023 carried forward figure is £24k up on the previous year, largely because of legacies.

We will receive a further report at our September meeting, and in the meantime the Giving 4 Life team will be reviewing the half yearly figures.

PP advised that JP will be standing down from his role during the course of the next year after 8 years of being in the post. Thank you to him for all of his hard work over many years.

## Noticeboards and Publicity

**KA** shared information about the proposed new signage for **CC**. **MN** reported that we may need to get a B1 and we must check this with the Archdeacon.

Following a brief discussion and questions it was agreed that **DW**, **KA** and the **Wardens** would have further discussions and proceed with minor amendments. The cost would be £748.27 plus VAT.

**KA PROPOSED**

**SG SECONDED**

**ALL IN FAVOUR**

**PP** thanked **KA** for her hard work in researching the proposed signage. The **QR** notice board will be upgraded in due course.

## Energy Audit Reports

Amy Dartington from Bristol Diocese talked to the group about how the diocese was approaching Climate Change and achieving net zero by 2030. She summarised the contents of the Christ Church reports. She advised that each Parish would receive £10,000 to help with the costs of making churches more energy efficient. She highlighted key recommendations for each building.

**CHRIST CHURCH PARISH HALL** - a switch to LED lights, insulation of the loft, provision of cavity insulation along with draught insulation. Amy suggested installing an Air to Air Heat Pump. The gas boiler was installed in 2001 and would soon need replacing anyway. She suggested that we work first on the main space, offices, lighting controls, toilets and lobbies. PV solar panels on the roof last.

**QUAKERS ROAD CHURCH CENTRE** - Swap to LED lights, provide electric heaters to smaller rooms, install flow regulators on all the taps, drop ceiling height, provide cavity insulation, provide draught proofing along with Air to Air Heat Pump. A timer to be fitted into the water heater for left on taps. The current boiler was installed in 2010. The car park could site electric charging points for cars which would generate extra income.

**MAIN CHURCH** - Provide better draught proofing, PV, consider halo chandeliers and maybe heat pump.

**James Gardner** attending on behalf of the Eco-committee felt that everything would be possible if we had the budget. The PCC would need to determine priorities. We should begin by looking at the 'quick wins'. There is an Eco-committee meeting next week where they would begin to assess priorities and engagement with all stakeholders. **RC** expressed an interest in joining this committee.

**PP** asked **James** to submit recommendations to the next PCC meeting.

**MN** asked about the process for applying for the £10,000? Amy replied that we should send quotes and invoices direct to her. She also suggested visits to other churches who have completed work to build our confidence. Chedworth Church would be a good place to start.

## Parish Safeguarding

There were 6 completed checks during March and April 2024.

Those waiting for DBS process – none waiting

Those waiting for ID checks - 2

Those currently being processed by 31.8 – none

Those invited for online application – 1

Those invited to do the DBS process who have not yet replied – 5

Those who have stated no longer require a DBS – 2

Those on hold as no further progress – none

### PCC and Deanery Synod Nominations

PP encouraged all members to stand again and advised that RC would be standing down as a Deanery Synod member, whilst AR will be taking on the Lay Chair role at Synod. BA and MN are willing to continue in their roles as Church Wardens.

PP thanked all members of the PCC for their support and commitment over the past 12 months.

### **Other Business**

DW proposed that a PCC Standing Committee should be set up. It should include Vicar, and Church Wardens along with two elected members from within the PCC. He suggested that it be made up of PP, DW, BA, MN and NS.

**DW PROPOSED**

**KA SECONDED**

**ALL IN FAVOUR**

PP requested that the following individuals be authorised to assist with Holy Communion:

**Tracy Peterson, Julia Watts, Belinda and Nigel Stowe and Andy Pound.**

**DW PROPOSED**

**KA SECONDED**

**ALL IN FAVOUR**

SG wondered if the 9.15am service at QR could be cancelled on Sunday 12<sup>th</sup> May as it is the APCM at CC that day. PP and DW will discuss this with the congregation on Sunday morning at QR. An all age service that morning at CC and the APCM will be set up 'café style'..

**PP closed the meeting with the grace.**

**Next meeting will be on Monday 10<sup>th</sup> June 2024**

Signed .....

Dated ..... 10<sup>th</sup> June 2024 .....