



CHRIST CHURCH DOWNEND PCC

Monday 25th November 2024 at 7:30pm in the Garden Room

Minutes

Members Present: Dan Watts. Paul Peterson. Bryan Ashton. Maggie Nichols. Sally Green. Lynda Lloyd. Phillip Rowe. Richard Bacon. Andy Pound. Katie Allen. Debbie Pastwa. Roger Cholmondeley. Julian Cox.

Apologies for absence: Nigel Stowe. Ali Rowe.

Appointment of Hilary Stadden as PCC Secretary. All agreed.

Opening Prayers (PP) John 13, 1-17. Jesus washes his disciples' feet. KA read the passage

PP asked 1. 'Who have we been called to serve? Discuss in pairs.

2. 'How are we as PCC called to serve someone in the community'. Members gave their thoughts.

Prayers followed

Minutes of meeting held on Wednesday 25th September 2024.

Proposed. MN. Seconded DP. Approved and signed.

Matters Arising. None as all covered in ongoing business.

New and Ongoing Business.

1. Christ Church Vision Update DW.

Revamping Youth Work/Ministry. PP using a lot of his time, we will need to invest further in the team to release PP in the medium term.

Grant for Julie Gardner's role in schools. Good link with pupils and staff. Need more resource for Harriet Jolly's role.

January 2025 onwards – SHAPE sermon series - How God has created us. Then a series in Mark's gospel

PP. Collection for Diane and Gary Padden £1,059 Thankyou gifts & money to be presented to them on Sunday 1st December at 4.15pm at The Bean Tree Café, Page Park.

MN. Thanks to PP for all he has done with this issue.

2. Giving 4 Life.

PP. Simba Muzarurwi to take on the Treasurer's role fully in the new year. He has now completed his PHD

10 month Budget & Actual Summary. Jan-Oct 2024.

Income has exceeded budget by £4.5K. Expenditure £4K more than budgeted. Cause was additional property expenses, office staffing costs & staff expenses. Projected deficit. £2,000, much better than expected. This was helped by a legacy and increased regular giving.

SG asked if we could have a summary page for each meeting with key headlines, also stating Income and Expenditure with remaining balance.

Action PP/SM

Bookkeeper hourly pay - Gabrielle's work has become more complex and she has taken on some accounting tasks so PP proposed an increase in her hourly rate from £16.54 to £18 ph. Proposed PP Seconded AP. All Agreed.

Draft Budget for 2025.

PP and DW constructed the budget in consultation with Gabrielle and it has been reviewed by the G4L team. It assumes a 2% staff salary increase in April 2025, and takes into account Employer's NI changes announced in the budget.

Projected income £217,800 (This year 2024 £213,000)

Projected Expenditure. £223, 400, leaving a deficit budget of £5,600.

Parish Share to Diocese: They are asking for £119,000. Proposal to set Parish Share at £100,000, with an aspiration to increase the contribution to £110,000 if funds allow.

DW proposed. MN seconded. All Agreed

DW Proposed adoption of the Budget. Seconded BA. All Agreed

Action PP to notify diocese

Children's worker Funding

Funds originally allocated/raised are about to run out, but there is some legacy money available. We are also considering a possible gift day in Spring 2025 to generate funds for youth and children's ministry..

PP. Are we happy to draw down money from the Southgate Legacy to fund the remainder of the initial 3 year contract?

RB suggested that it would only be acceptable to use the legacy to provide funding until the end of the contract (September 2025) but that any further future funding would have to be on a sustainable basis and not from the legacy.

We may be able to access grants for youth and children's roles in the future.

Proposal to draw down from Southgate Legacy for rest of monies to end of contract.

RB proposed. KA seconded. All Agreed.

Action PP to notify bookkeeper

Streamlining bank accounts.

Some accounts are now not needed. Some signatories have now left the church. Need another signatory on current account, suggested Beth Mullings.

Deposit account for Quakers Road needs attention. Youth account needs to be closed.

Proposal for signatories who have left the church to be removed and Beth Mullings to be added.

Mary Massey to be removed from QR account. Proposed PR. Seconded SG. All Agreed.

Request from office to have a card to purchase items for church.

This will ensure that the team doesn't have to fund items from their personal accounts. It has not been possible to set anything up from the Lloyds Current account because of the need for dual authorisation.

Proposal for credit card in church name. Proposed MN. Seconded KA. All Agreed.

Action PP to ask EW to action

2025 Parochial Fees

Some are set Nationally. Some are set by us. PP summarised the proposed increases which are broadly in line with inflation. Giving4Life have agreed these fees.

Proposed KA. Seconded LL. All Agreed.

Action: PP to inform office team

Hire Charge recommendations.

Regular Hire charges to stay the same for all premises.

Casual Hire charges to increase by £2 per hour for Church Centre and Parish Hall.

Proposed MN. Seconded BA. All Agreed.

Action: PP to inform office team

3. Staffing Update

Staff Policies AP

Social Media Policy update will be brought to the next meeting

4. Wardens Report

MN. Applied for B1 faculty for the work on the church roof. 2 repairs have already been done but the roof is still leaking. We need the whole roof repaired at once. It will be less efficient and cost more to split the repair.

Grants are being looked into. If it is sorted before March there will be a refund on VAT.

RC suggested we explore solar technology.

The two pre-circulated quotes were reviewed. Proposal to accept quote for £47.940 from SAGE.

Proposed MN. Seconded AP. All Agreed.

Thanks to MN for all the work she has done so far.

Action: MN to follow up

5. Leadership in the light of LLF/PLF

DW and KA have refined the document. This will be shared with others in significant leadership roles

6. Parish Safeguarding.

PP emphasised the need for watertight safeguarding practices. Recent issues in the Church of England have highlighted this further.

LG provided a written report on training.

EW provided a written update on DBS checks.

7. Correspondence

Letter from BRF Ministries ref The Anna Chaplaincy

It was agreed that we support this ministry to the tune of £125 + vat for 2025 and 2026.

Date of next meetings. Tuesday 21st January 2025 and Wednesday 26th March 2025

The meeting ended with The Grace.



21/1/25

