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# CHRIST CHURCH, CHILWELL,

## PCC MEETING MINUTES

**Date: Monday 9 May 2016**

**Venue: Back of Church**

**Time: 7:30pm**

Present: Penny Wallace(Chair)

Ruth Price (Secretary)

Clint Redwood

Gary Stephenson (Treasurer)

Paul Beedell

Anne Willmot

Jonathan Batchelor

Alan Darley

Judith Renton

Chris Roseblade

Janis Patterson

Dawn Clarke

Graham Gardner

Mal Bath

June MacDougall

Tim Hills

Chris Brignell

Ryan Mellor

Liam O'Boyle

### 1 Welcome, Bible Reading and opening prayer

Penny welcomed everyone, especially the new members of the PCC. She then read from Eph 1v1-10 and then invited open prayer.

### 2 Elections for PCC roles

It was made clear that anyone could put their names forward for the PCC roles and those who were doing the job last year didn't automatically keep their role.

Chair: Penny Wallace

Vice Chair: Clint Redwood

Ryan volunteered to help chair the PCC meetings with Penny and Clint which was gratefully accepted.

Secretary: Ruth Price

Treasurer: Gary Stephenson

Electoral Roll Officer: Helen Mather

Standing Committee: As well as Penny, Clint, Gary and Ruth, three others were voted on:

Anne Willmot (Proposed by Paul Beedall and seconded by Penny Wallace)

Dawn Clarke (Proposed by Ryan Mellor and seconded by Anne Willmot)

Chris Brignall (Proposed by Tim Hills and seconded by Anne Willmot)

Ryan Mellor will not join the standing committee, but would like to see the minutes as he will chair some meetings.

Gary to let Charity commission know Penny is chair.

Ruth to let the diocese know of the appointments.

Ruth to email after each meeting.

Gary explained that as he normally worships at St Barnabas, Lenton Abbey, he is willing to train up someone else to take over this role. Interested people should speak to Gary.

Gary reminded the group that we need to vote on a person to be a representative at St Barnabas' DCC meetings. This will be done at the next PCC meeting. Presently Gary is doing this and Graham Gardner is stepping down. Ruth to add to next PCC agenda.

Some people did not receive the dates of the PCC and SC meetings. Ruth to email.

### **3 Apologies**

Apologies were received from Ben Marston.

### **4 Approval of the minutes of the last meeting 14 March 2016**

The minutes were approved by the PCC, and signed by Penny Wallace.

### **5 Comments on the minutes of the APCM, 21 March 2016**

Ruth explained that, although the minutes of the APCM would not be signed until next year, she thought it wise that a review was done while it was still recent. A few minor comments were noted, and Ruth encouraged anything else to be forwarded to her.

### **6 Vacancy discussion/questions**

Penny confirmed that this was the first day of the vacancy. Although we have to wait until our meeting with CPAS on 23 June, we can start thinking about the parish statement and profile. Two previous parish statements have been sent round for review, plus the timetable used during an earlier vacancy. This outlined a small group who put together the document, which was then reviewed a number of times by contributors, housegroups and staff. The second draft was also made available for comments by the congregation.

The issue of whether the church would accept only a male vicar or be happy to receive a male or female vicar was discussed as a resolution would have to be passed if the choice would be restricted to only men. Graham Gardner proposed that a male or a female vicar would be welcome and no restriction was necessary. Tim Hills seconded. It was approved unanimously (19 votes).

Penny invited the group to go round and make any comments they liked, and ask any questions. A summary is below:

#### *Comments*

The process used in earlier vacancies was good. There is a need to make sure all groups are consulted, including Inspire and Pathfinders. There are not many incumbents applying for positions at this time; there is a need to be creative and look out for people who might be wishing to move on. Please ensure that the first draft comes back to the PCC for review before going out to the rest of the church and that the group works within the parameters set by the Patron. The layout of the last Parish Profile was good and should be used again. The members of the PCC need to be obvious to the congregations so people can know who they can speak

Ruth to sort out PCC photo board. PCC

to; the PCC members' photos need to be displayed. CPAS have done this many times before; when they visit we must be told everything that we need to do so there are no surprises – they give us tips and help us to avoid pitfalls. St Barnabas would like to continue to run themselves as at the moment, with the link but allowed to work separately. The church should think carefully about what would suit the parish in a vicar, not just what was liked/disliked about the last vicar. We need a plan so we know what the critical path is, i.e. what steps are really important and would risk timelines slipping if we don't get them done; this should also include important things in the church life, like Fran leaving. Having a small drafting team to put the document together is a good idea. We should start informally now with the small team. We need to take into consideration while we do our planning that the Archdeacon and Patron are very busy and we risk timelines not being to our liking because of their availability; they are not trying to be unhelpful, but it is the situation that we are in. Perhaps during the second draft we can put it on the website so it's more accessible to members of the congregation that have a computer. Prayer is very important. We need to stop and listen to God and others, and this can be started now – before the meeting on 23 June. Last time the statement was based around the vision and values of the church; is this wise considering a new vicar may wish to change them? Communicate excessively, explain and talk things through with everyone.

members to send in photos if not done so already.  
Add small paragraph about the person?

### *Questions*

What will happen with Lenton Abbey; will the vicar be invited to take it on? Can we visit potential vicars at their home church ("Preaching with a view" in the Baptist church)? Can vicars be invited to preach at Christ Church before they are accepted? Can Nick and Anne (and Liam) come to the CPAS meeting? Please provide an overview of the process with tips and how to avoid pitfalls. Can we headhunt, and at what time in the process? Can we ask CPAS to advise us of another church that has recently been through this process; we can ask them for advice and an idea of the process?

Penny or Clint to forward the questions to CPAS

Penny invited the group to consider if they wish to be part of the drafting team. Christ Church will have one team and St Barnabas will have another and the statement will be a combination of both teams' work. From Christ Church, Penny, Clint, Ryan and Tim put their names forward. This may be enough, but anyone else can put their names forward to Ruth.

Other interested parties to email Ruth

Penny then asked for comments on the Parish report. The comments are summarised here:

Need to highlight in the financial report that two staff members are paid from capital rather than income so there may be a challenge in 2018 to deal with. 2004 is a long time ago, so it will be different now. The last report spoke of unity between the congregations, but now the congregations are very different and don't know each other; we used to have parish weekends and fun days so perhaps we could look to the new incumbent to encourage more unity. Look for ways to make the report stand out – graphic design skills but the content must also be easy to read and engaging. The website must be up to date and appealing as this is what a potential applicant will look at first. Kerry will change website to show we have a vacancy, and Paul has changed the rolling notices shown at the start of the service. Liam confirmed he will not be applying. If the drafting team or PCC have prayer requests or updates, send them to Kathryn Britton who will disseminate them to the housegroups.

PCC to look for people with graphic design skills in congregation.  
Staff team to work on website.

## **7 Kingdom Growth Fund update**

The Kingdom Growth Fund Panel are meeting and working on the proposals but finding it difficult with other commitments on their time. However, one has been implemented which was to increase Sky's hours to full time. They found that most of the hall proposals were day-day maintenance and so plan to bring them to the PCC to decide how to include them in the

maintenance budget. Other proposals include buying a house with Hope Into Action and a proposal from HOPE. Some proposals need more information and the team are chasing for this.

There was a discussion that the hall really urgently needs money to be spent on it. Simon is doing some things but is busy too. The PCC could decide to change the remit of the Kingdom Growth Fund Panel so that the money can be spent on hall maintenance. It was commented that Christ Church congregations are generous and could be called to give money for a project if asked. Clint also confirmed that he is looking at how much we are charging for the rooms and trying to make things more consistent. The discussion of these items will be continued at a further PCC meeting.

Clint asked if anyone would like to join the panel and Janis said she would join. This means the KGF Panel consists of Clint, Penny, Jon, Gary and Janis. Anyone else would be welcome to join.

Clint offered to email out information on the proposals to the PCC, which was agreed.

Clint to action.

## **8 PCC Away day**

The best date for the PCC away day from Clint's doodle poll was Sunday 10 July. Ruth to contact Kerry to find out if the house used in previous years would be available on that date.

Ruth to action.

What the PCC does on that day might need to be flexible given that we don't know where we will be with the vacancy work, but the topics agreed on were:

Liam to forward information about the vision from the Clergy day.

Vacancy discussion, Set rules for PCC, and Bishops Vision.

## **9 Adult Safeguarding Policy**

Ruth explained that we had been waiting on the diocese to update their template for the document but they have been unable to do this at this time. So the PCC was asked to sign off the Adult Safeguarding Policy from 2014, which was agreed, and Penny did.

There was concern expressed that the document does not reflect the current legislation and Ruth was asked to word an email to the diocese to ask them to look at freeing up people to be able to complete this task.

Ruth to action.

## **10 Treasurer's first quarter report**

The first quarter report was received by the PCC. Gary stated that if anyone wanted more detail about something, they should contact him directly and then he would be happy to answer it. A question arose about the payment of lettings in the lounge which Gary answered after the meeting of £25 an hour to external groups, and free for church groups.

Gary also confirmed, following a question, that the Standing Committee are currently looking at the budgets given to staff for their groups. Events are proposed and signed off at staff meetings and then, where the staff member has a debit card, money is spent with the card to pay for items needed for that event. The aim is to set up a sensible practice for the staff team.

Gary also confirmed that the parish share does not decrease when the church is without an incumbent.

**11 Matters arising**

CAP job club – George, who is running the debt centre, is hoping to start a job club. The PCC have agreed it in principle on the grounds that he finds people to run it. Penny and George are going to the church leaders' day at CAP on Friday (13 May). George is going to arrange to visit one in Derby to see how it is run.

Meeting with Nick Ladd – meeting date is to be finalised but Ruth is working on it.

**12 AOB and close in prayer**

DCC representatives need to be appointed at the next meeting.

Ruth to add to agenda.

Liam had been sent an invite from the diocese for two men to join the Man Alive breakfast meeting with Gary Cryer speaking on Saturday 5 November 2016. One man should be younger than 35. Ruth to put something in the notices to ask for names.

Ruth to action.

The PCC will not use the "Extra Meeting" date on 14 June, as there is now an extra meeting on 23 June with CPAS.

There is a Deanery Synod meeting on 22 June; could people volunteer to serve refreshments?

Contact Alan if interested.

Date of meeting with CPAS: 23 June 2016

Date of next SC meeting: 30 June 2016 (may change if Dawn can't make it)

Date of PCC away day: 10 July 2016

Date of next PCC meeting: 13 July 2016