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# CHRIST CHURCH, CHILWELL,

## PCC MEETING MINUTES

**Date: Wednesday 18 January 2017**

**Venue: Back of Church**

**Time: 7:30pm**

Present: Penny Wallace (Chair)

Ruth Price (Secretary)

Clint Redwood

Jonathan Batchelor

Janis Patterson

Anne Willmot

Chris Roseblade

Alan Darley

Judith Renton

Tim Hills

Chris Brignell

Dawn Clarke

Ryan Mellor

Colin Slater

George Russell (guest for item 2)

### **1 Welcome, Bible Reading and opening prayer**

The group read Psalm 23 together in the first person plural ("The Lord is our shepherd" etc)

### **2 CAP Update**

George spoke about background, progress and funding. CAP centre is one of about 300 in the UK and by end of May will be 3 years old. George typically works 2 days/week. He currently has regular clients and 2 or 3 waiting to be served. Funding for the last three years has come from diocesan MDF (mission development fund) as well as some trust funds. The MDF is finishing as it was a three year gift. There will be a shortfall for the next 12 month season. George provided some notes describing shortfall of £12K and options for raising this.

George is due to start taking his pension in a few years so funding requirements may be different at that point, but may also allow the opportunity of paying for an additional worker. George confirmed that he plans to continue with CAP even after reaching retirement age, as long as the situation remains right and being blessed by God.

George would value prayers for a volunteer to help him, particularly one with good administrative skills, and for George as he meets and advises new people.

George asked the PCC to run a funding day for the CAP group run by him, as well as the CAP day run to raise money for the organisation itself.

### **3 Apologies**

Apologies were received from Liam O'Boyle, Gary Stephenson and Graham Gardner.

#### 4 Approval of the minutes of the last meeting, 11 November 2016.

Jonathan proposed and Clint seconded. The minutes were approved and Penny signed them.

#### 5 Annual Parochial Church Meeting

##### a. Questions for Gary:

- It would be useful to see how we ended against the budget to see variance.
- Can we see trends over the past few years as it would be useful for setting the budget?
- Can we see draft budget for this year?

The annual report will be audited quite close to the APCM date so there might be a need for a brief additional meeting before the APCM to approve the report.

We also need to start making a plan for communicating the situation about Greer and Jo's salaries, and Sky's enhanced salary.

- b. Chris and Ryan volunteered to compile the Annual Review for 2016. Ruth to send her information from last year to them. PCC to let Ryan and Chris know if there are any events or outreach that have started in 2016 that might be missing from the 2015 review.

Ruth send info from 2015 review. PCC to highlight any missing items for review.

- c. Application forms for PCC and Deanery Synod positions to be out by 19 Feb. Forms must be in by 13 Mar to allow for postal voting. Ruth to draft text for the notice sheets outlining the commitment, who people can ask questions of, etc and send round for review. No jargon. The PCC expressed a desire that those who stood for the PCC elections last year but were not successful at that time should be contacted to encourage them to stand again. Ruth to email them.

Ruth to draft notice and send to a few people.

Ruth to email.

Penny to follow up.

Questions were asked whether Helen would like to continue as Electoral Roll officer and whether Gary should continue as a Deanery Synod rep. Penny to follow up.

- d. Penny has done six years as a warden and is supposed to now step down. There is an allowance that will allow wardens to do a seventh year in extenuating circumstances and if voted by the members of the church. Penny will offer to do a seventh year if no-one else comes forward, however she will step down next year. Penny to check if the assistant wardens would be willing to stand again.

Penny to check.

#### 6 Prayer for interviews on 19 January

Penny outlined that there would be a panel of six for the interviews tomorrow, starting at 10:45. If either are appointed there would be some time before an announcement could be made as they will need to speak to their churches, etc.

Clint asked that we would pray that if one of the candidates were God's person, he would make it very clear, and the group would have the courage to say no if neither were right.

The PCC spent some time in prayer.

#### 7 Outward giving

Anne gave brief overview of status. No decisions need to be made this year, but a review of all outward giving is due next year. Anne has asked the individuals and groups to feedback on what they have been doing this year. She has had most back very quickly and will chase for remainder. She will summarise the reports into one document and send round for review by

the PCC. She will thank all those who have sent reports. The amount of giving can then go into the budget. If the amounts are confirmed by the PCC, she will send emails to all recipients to confirm that the giving will stay the same for next year.

Some members of the PCC wondered if there might be others who would like funding from the PCC and we may want to look at this with the budget review. Ruth to contact Mary Stanley to see if she knows of any potential requests for funds. Ruth to also encourage Mary to remind the members about process for becoming an official mission partner with the church to ensure people aren't missed.

Ruth to action.

## **8 Staff update, plus supervision request**

All staff have now had their annual review with their line manager and one other person and future objectives set. Greer would like formal supervision from someone outside of church. Penny is going to speak to Nick Harding, Children's Ministry Advisor, for someone who would be appropriate for that. Sky may benefit from this too. Kev has been set specific objectives and to come in during certain time windows. He will have a clear request programme so he knows who he should be doing things for.

Penny to action.

In addition to normal Christmas bonuses we gave gifts as a one-off to Mike Payne and Frank Robinson. The PCC have been thanked for these gifts and bonuses.

## **9 Hall update/progress report**

The planned hall storage room now has been drawn up. It will have sun pipes and LED lights. Graeme Renton is preparing the application and it should take around eight weeks. However, the budget is unknown and Dawn will start to work on this now. The pre-school has offered to just work in the large hall if it would help, but we will still plan to do the work in the summer holidays as much as possible. Dawn showed some pictures of the new dividers planned for the small hall and possibly across the stage (stage dividers for discussion at later date).

Hall group to get quotes

Simon and Andy were very pleased with their gifts. Simon is planning to put up a security camera so Kerry can see who is at the door without having to go to the door and reveal she is there.

The PCC thanked Dawn for her hard work and look forward to receiving the quotes.

## **10 Matters arising**

*Communion Servers* – Penny has received confirmation that Graham Shenton is approved to serve communion

*Inclusion group* – The group is active, headed up by Judith and she calls on others as needed.

*Man Alive Breakfast* – Ruth reported that David and Simon said the event was well attended and highlighted several ministries that they were not currently aware of. Most men were middle aged or older and it would have been nice to see younger men attending it.

*Dates for 2017-18 PCC and SC meetings* – The proposed dates were fine, except the year was incorrect on some dates. Ruth to correct and send to Kerry to ask her to book in the lounge where possible to keep heating costs down.

*Willow Creek training* – to be discussed at SC meeting.

*Rates for hiring rooms* – Clint has draft of rates. It would be good if costs of room hire were added to website once agreed.

*PCC members' photos* – Ruth to put up asap.

**11 AOB and Close in prayer**

Penny closed in prayer.

Date of next SC meeting: 7 February 2017

Date of next PCC meeting: 21 February 2017

Additional PCC meeting (if required): 16 March 2017 (may be needed to review the official report for 2016)

APCM: 27 March 2017