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# CHRIST CHURCH, CHILWELL,

## PCC MINUTES

7.30pm, Christ Church, Thursday 8<sup>th</sup> March 2018

Present: Andy Tufnell (Chair), Dawn Clarke, Judith Renton, Tim Hill, Ruth Price, Ryan Mellor, Chris Brignell, Gary Stephenson, Penny Wallace

Apologies: Janis Patterson, Anne Willmot, Jon Batchelor, Clint Redwood, Linda Sadler, Helen Mather, Colin Slater, Chris Roseblade

### 1. Welcome and apologies

Andy shared from Habakkuk.

### 2. Approval of PCC minutes (18/1/18 & 10/2/18)

The minutes were approved without objection.

### 3. Data protection

Gary had circulated a draft privacy notice. Tim questioned whether children need to be given this information. Gary answered that if a child asks to see it then they may, otherwise it is given to parents. The notice will need to be given to every individual once, either now or when they join the church. Ryan asked whether we could include examples of types of data we hold. Gary suggested that we don't give examples, but if an individual asks, then we must tell them the information we hold. Ryan suggested we define what PCC stands for. Gary agreed this could be added and Andy suggested we consistently refer to "PCC Chilwell". It was also suggested that we explain that the PCC are the trustees, and the notice is sent with a covering note explaining what the document is for and why it is being sent.

Gary explained the functionality of ChurchSuite for storing private data. It was suggested that holding data on this central database was preferable to group leaders storing data on separate spreadsheets. It was noted that some church members would not use ChurchSuite because they don't use the internet or have the technical skills. Arrangements would need to be made to communicate rotas to these members. It was clarified that private email exchanges between church members are not covered by the new rules. Tim raised the question of how the rules apply to groups on social media. Gary will investigate.

The privacy notice was approved subject to changes and it was agreed that ChurchSuite will be the central system for storing data for a trial period of one year.

**Action: Gary to draft a covering note for the privacy notice and investigate the use of social media.**

GS

### 4. Letting fees 2018/19

Andy suggested that we tell groups the current fees and be prepared to enter

into conversations with the groups if they can't pay. Judith said we should, if possible, invest more in our relationships with hall user.

CB

**Action: Chris to draft letters to groups.**

## 5. Fabric report

Simon is researching how many clouds are required to dampen noise in the small hall.

A biomass boiler would not fit in the current plant room. A quote for a replacement gas boiler from Anthony Grice is £13872+VAT plus extras. An upgraded electricity supply is about £5000+VAT. Another gas boiler quote from Pegasus Plumbing is £12300+VAT plus extras. Andy has requested that Simon obtains a third gas quote.

Andy proposes the decision is deferred to the next Standing Committee meeting or by email to PCC if time is pressing. Installation cost, time constraints, running and maintenance costs, guarantees are all key criteria.

**Action: Andy to liaise with Simon to obtain a third quote.**

AT

## 6. Staffing update

Christ Church has supplied an advert for an intern from the Younger Leadership College. Andy is hopeful that someone will be recruited.

Greer's last Sunday will be the last Sunday in April before she transfers to Agape, although no formal notice has been received.

## 7. Annual report and accounts

Gary had circulated the draft report and accounts for 2017. Gary noted a couple of errors that need amending. Gary proposed, Penny seconded, and the meeting unanimously approved them subject to the changes.

**Action: Gary to get the report and accounts signed and make them available to the church.**

GS

## 8. Annual review

Penny has been collecting reports. There are a few outstanding.

**Action: Penny to compile final version and circulate to the church.**

PW

## 9. APCM preparation

Stephen Scott has been nominated for the position of church warden. Penny has requested volunteers to help the APCM run smoothly. Nominations for PCC members need to be submitted by Sunday. Andy suggested changes to the ordering of the events.

**Action: Penny to coordinate service logistics.**

PW

**Action: Chris to revise agenda.**

CB

## 10. Draft vision 2018

Andy shared the process he has been going through to discern the identity and vision of the church. This identity and vision fits in with Andy's skills but it is not wholly dependent on him, but depends on the Holy Spirit. Andy shared a draft identity of a "Spirit filled family committed to celebrating God and following Jesus". There was discussion over the terms evangelistic and missional.

Strategic Vision (5 years). We have a great opportunity to reach young people given the number of primary schools in our parish with double the number of children. This will require a refurbishment of the halls to begin in five years. The hall would also become a meeting place for a variety of users during the week. Another goal will be half of services to be led by people under the age of 40, as children coming out of young people groups are equipped to serve. In 3-4 years' time we will be commissioning a group of people to develop a new worshipping community somewhere. By 2025 we will welcome 150 people as new followers of Jesus.

Seasonal vision (1-2 years). We need to address staffing. We will be receiving a new curate. Andy would like Kathryn to do more PA work to assist him with admin; a full time associate minister for children and young people; and an operations manager to run the church site and office management. Andy would also like to host interns in return for boarding and an allowance. This may need reconfiguring our office space. We would also be a hub for training and discipling individuals for mission and ministry. Andy is looking to start monthly meetings tackling big questions, and to host more conferences. This would require improving church security, access and facilities.

Personal vision. Every member is expected to give financially, to gather regularly, and to get involved practically, according to an individual's means.

The vision was well received by those present. Some comments and questions followed.

## 11. Any other business

Ruth queried how much money we would donate to Andrew White's school. Tim proposed £1000, Ryan seconded, all voted in favour.

**Action: Andy to liaise with Gary to make the donation.**

**GS**

**Action: Chris to distribute proposed dates for 2018/19 to PCC members.**

**CB**

## 12. Close in prayer

**Next meeting: APCM Monday 26<sup>th</sup> March.**