
CHRIST CHURCH, CHILWELL

PCC MINUTES

7.30pm, Christ Church, Thursday 10th January 2019

Present: Andy Tufnell, Anne Willmot, Ruth Price, Janis Patterson, Dawn Clarke, Chris Roseblade, Ryan Mellor, Stephen Scott, Penny Wallace, Mike Forsyth, Gary Stephenson, Katrina Thomas, Simon Britton, Judith Renton, Emily McDonald, Tim Hills, Colin Slater, Helen Mather, Chris Brignell, Esther Pawley

Apologies: Clint Redwood, Linda Sadler, Marion MacDonald

1. Welcome and apologies

Andy shared from Psalm 71.

2. Approval of PCC minutes (14/11/18)

The minutes were approved without objection.

3. A Rocha eco-challenge

Esther circulated a paper in advance of the meeting and played a video about the A Rocha eco-challenge's effect in Winchester diocese. Esther's preliminary analysis is that our church would obtain bronze in 2 of the 5 categories but there is lots of potential to improve in the other categories (worship & teaching, land, community & global engagement). Ruth suggested that Esther compile a list of activities that we can do in the short term. Esther believes we can obtain bronze award within a year. Andy proposed that Esther put together an action plan with a small team from across the church. Colin asked if we will be working with St Barnabas and other churches in the diocese. Esther and Penny said this was their intention. Colin agreed to raise the issue at Bishop Council.

Motion: The PCC registers Christ Church with the A Rocha eco-church initiative and seek to achieve a bronze award by January 2020, with Esther to compile and implement an action plan; and liaise with other eco-churches in the deanery.

Proposed by Andy and approved unanimously.

Action: Esther and Penny to proceed as above.

Penny

4. Young life

Andy and a team attended a Young Life meeting, led by Bishop Paul, which discussed what a step change in children's ministry might look like. The initiative is aimed at under 11's ministry but Lea Hills is part of the team to think about how this impacts youth ministry. The team will attend two more meetings and come up with a plan to bring PCC in the future. The plan might include more training, greater vision, better collaboration between leaders, improved coordination with parents etc. The team comprises Andy Tufnell,

Katrina Thomas, Judith Renton, Helen Crandley, David Hobbs, Lea Hills.

5. Pastoral Oversight Team

Dawn circulated a paper outlining the plan for pastoral care. POT will be launched on 3rd February. The service will have a dedicated email address, at least two representatives at each congregation, and will be accessible via the church office as well. The team members will then coordinate visits and support as needed. The team will be responsible to Andy. Andy outlined the work that had gone into setting up the team and the potential improvements this coordinated system offers. Colin asked whether more representatives could be recruited for the 9am service where demand may be greatest.

6. Standing committee report

A summary of December's standing committee meeting was circulated in advance of the meeting. It contained an update on fabric matters. Stephen Scott is researching possible governance structures for Christ Church.

7. St Barnabas vision (information)

Andy shared the draft identity and vision for St Barnabas.

Identity: We're a hope-filled, Jesus focussed community, seeking to bring light, encouragement and joy to our neighbours.

Values: We're here to

- Discover who God is and who He calls us to be;
- Share the love of Jesus with everyone;
- Build trust between each other and God;
- Grow as followers of Jesus;
- Bless our neighbours;
- Transform our neighbourhoods.

8. CAP centre

Stephen summarised past actions regarding the closure of the debt centre. He has updated George Russell on the current position. PCC approved that Stephen purchase an appropriate retirement gift up to the value of £100.

Action: Stephen to purchase gift.

Stephen

9. Uganda trip

Andy will shortly send an email with details of a proposed trip to Uganda in October.

10. Associate minister – operations

At the November meeting PCC asked a team to compile a job description and person specification. Anne reported that the team had met a couple of times. At the APCM Andy will present a vision, which will include appointing

someone to this position and the need to raise money to fund this role. Positions at other churches include disparate things such as buildings, safeguarding, communications and management/training of volunteers. A draft job description and person specification will be presented to the next PCC meeting. Anne will ask for comments on the draft and ideas on how Andy can sell the vision at the APCM. Andy emphasised that this role will be a leadership role with potential for broader ministry, and build capacity to release others to focus on ministry. Ruth asked for clarity on the type of tasks the role would involve. This will be in the forthcoming papers. Simon asked whether thought had been given to it being an unpaid role. Andy said that was a possibility but it may not be realistic to expect someone to do that. Chris R asked what proportion of Andy's time was spent of operational tasks. Andy said 10-15% plus some meetings. Janis asked for the proposed salary and queried whether the role needed to be full time. Andy outlined that the role would be similar in standing to Katrina's. Tim asked why the role demands a specialist rather than an extra administrator. Andy responded it was due to the legal and line management responsibilities.

Action: Anne and team to circulate papers for comment.

Anne

Internships

Emily left the room during this item.

At a previous meeting, PCC gave their blessing to recruiting further internships. Andy reported that Emily is an integral part of the staff team. She would like to do another year with us after her internship with the Younger Leadership College finishes. Andy has asked her to investigate internship possibilities that would keep her here. Janis asked whether an extra year would benefit her and Andy said it would. Anne asked whether an apprenticeship would be appropriate. Andy said that was a possibility and an option that needs exploring. Penny asked about funding for another year. Andy responded that the programmes being explored would not leave her financially out of pocket. Andy asked if there were any reasons why we shouldn't pursue this possibility. The PCC gave their blessing and asked Andy to bring back a more concrete proposal to a later meeting.

Andy reported there was potential for another intern and a proposal might be brought to PCC.

11. APCM pre-planning and subcommittee

Andy asked for a group of people to prepare for the practicalities of the APCM. Penny volunteered to help. The wardens will compile the report. Colin asked if the team could consider boosting attendance.

12. Salary increases

Simon left the room during this item.

Gary circulated proposals for salary increases for Kathryn Britton and Kev Mellors.

Anne queried whether it would be appropriate to review Kathryn's salary when the scope and salary of the operations role is settled. Andy said that the timescales were unclear and the increase reflected her value to the staff

team.

The PCC is delighted with Kathryn's contribution to the life of Christ Church and Andy adds his personal thanks. As with all staff, this salary may need to be reviewed if the role changes in future.

Ryan clarified that the increase to Kev's salary was purely to bring us into line with the Living Wage Foundation's living wage. Gary confirmed this to be the case. Dawn asked whether performance should be taken into account. Ryan said that the living wage was the minimum pay that we should award.

The PCC voted in favour of pay increases to Kathryn Britton and Kev Mellors.

[Details of the pay awarded are confidential. Please speak to the PCC secretary if more details are required.]

The PCC noted that St Barnabas has employed a new cleaner. A formal proposal ratifying this situation will be brought to the next PCC meeting by Gary.

13. Budget for 2019

Gary had circulated a draft budget for 2019 ahead of the meeting. The budget shows a small loss over 2019 which can be accommodated from our reserves. Simon queried whether there were any planned project works. Andy confirmed that there were no major works planned. Ryan noted that office costs have gone down. Gary responded that was due to changes in practice, such as less external printing. Tim also noted a reduction in costs. Gary said that was due to reduced maintenance and greater efficiency of the new boiler.

Gary asked for the PCC to approve the budget. Tim seconded. All voted in favour.

Gary suggested that the designated funds, Kingdom Growth Fund, Ministry Costs Fund and Resources Fund, should close and the money transferred to the General Fund. Stephen suggested that the £30k in the Resources Fund be kept separate. Anne clarified that we had sufficient reserves for around 3 months.

Gary proposed that the Resources Fund remains untouched and the other designated funds be transferred to the General Fund. Seconded by Colin. All voted in favour.

14. Agenda for February PCC

Financial report for 2018 (Gary)

APCM planning (Andy)

Electoral roll (Helen)

Associate minister – operations (Anne)

Internship opportunities (Andy)

Claire Randall's appointment (Gary)

Outward giving reports (Ruth)

13. Any other business

Stephen suggested that the APCM on 1st April be advertised in the notices.

14. Close in prayer