



PCC Minutes

Approved by PCC on 21<sup>st</sup> September 2015

- Date:** Saturday 18<sup>th</sup> July 2015  
**Time:** 9:30am  
**Venue:** Main Church  
**Chair:** Paul Langham  
**Present:** Paul Langham (Chair), Mark Parsons (Minutes), Patrick Bolster, Leighton Carr, Lindsey Cutter, Alice Denyer, Martin Freye, Jill Garfitt, Mel Griffiths, Derek Hadden, Janet Lee, Tim Meathrel, Val Moore, Sara Wadsworth  
**Apologies:** Erica Bebb, Brendan Briggs, David Daniels, Rosemarie Hall, Sian Lowe, Graham Stuart, Granville Sykes  
**Worship:** Led by Jared Williams  
**Conflicts of interest:** PL (for main item 7)

**MAIN ITEMS FOR DEBATE AND DISCUSSION**

**1. RENEW**

**A. Update on the building plans**

*Mike Innes was welcomed to the meeting for this item.*

PL introduced this item by making reference to 1 Peter 2:4-10. Our aim is to reshape our building for the future while celebrating its history and legacy and remembering that the church is people not buildings.

LC updated the PCC on progress since the last meeting. He took over a scheme developed by Tracey Wylde and managed by Simon Hygate. At that stage there were concept sketches for a 'box' at balcony level. LC and the RENEW Team have looked at these designs in detail and interrogated them against the results of the full church wide consultation held in the spring. The team's aim has been to develop the scheme to bring value for money while solving the operational issues and aspirational desires raised by the church family during the consultation. The key question is to understand the vision for the building.

LC reminded the PCC that the RENEW team operate under the PCC's instruction of September 2013 to develop plans for a full scheme for the renewal of the building from which the PCC can choose various elements as vision and funds allow.

The scheme developed by Simon and Tracey had a price tag of about £3 million; however this scheme did not deliver all the operational and aspirational elements demanded by the consultation. By reworking the scheme, a revised scheme has been developed for a similar underlying cost, but a number of additional operational elements have been included in the scheme adding approximately £600k. Further improvements have been considered which can be added on to the base scheme as required or funds allow.

LC reminded the PCC that the financial numbers presented by Simon Hygate were indicative, as are the figures presented today and these will change as the scheme is amended and value engineered.

***At this point, PCC Members were invited to take a pack of drawings and spend 10 minutes studying the plans in the context of the church building.***

When the meeting regathered, LC explained in more detail the concept behind the plans:

- The first floor “box” or “pod” in the original plans proved far too expensive and structurally complicated to deliver. A simpler first floor, covering a larger area, is proposed and this has enabled more accommodation to be created for the same price.
- The desire, expressed in the consultation, to open the building up to the community has led the team to see the scheme as three separate elements: The “Family Centre” (basement), the “Venue” (ground floor) and the “Village Hall” (first floor).
- Each area will have its own discrete entrance so that the areas can be used independently.
- The Village Hall has been designed in such a way as it could generate a revenue stream for the church.
- The area around the tower will be developed to accommodate core facilities to service the venue and village hall. A new kitchen on the first floor will link to the ground floor via a dumb waiter.
- A new café area has been accommodated within the venue itself enabling the whole floor space to be opened up, with additional breakout spaces on the first floor linking direct to the café area via a set of stairs.
- As a result, the venue can seat between 500 and 700 people depending on the configuration of chairs and the inclusion of optional balconies.

A time of questions and answers followed:-

Q: Do we need the two rows of balcony seating at the front of the village hall? A: Not necessarily - they were part of the original scheme so we have kept them in this design.

Q: How would you get to these seats if the village hall rooms are being used for kids groups? A: This is an issue we have identified and are raising with the design team. At the moment, you probably can't!

Q: Can these seats be moved? A: No, they are flip up seats. If we choose to lose these seats there is the option for additional seating in a balcony over the present side chapel.

Q: Why does the floor plan cut around the pillars? A: So that we don't touch them structurally.

Q: Where will the front of the new stage be? A: A line about half way across the length of the present side chapel. The new stage will not be as high as present.

Q: Will the side chapel be removed? A: Yes the structure will go. It is part of the brief to have a single liturgical focus.

Q: Are there any new smaller spaces? A: Not in the present plan, but this is something we could consider. There may be some space in the basement for these.

Mike Innes updated the meeting on the financing and fundraising of RENEW

- The project includes £1.7 million of essential maintenance and improvements to the mechanical and electrical installations – these elements would be required even if no other aspects of the project were being considered.
- Of the £74k of professional fees already approved by the PCC, about one third has been spent so far and the team anticipate that the remainder will be sufficient to deliver the design to the agreed stage.
- The RENEW team have been seeking someone with fundraising skills from within the church family but have yet to find such a person. The team is now considering using a professional fundraiser.

- The existing scheme does not include any works to the area of the Crypt generally known as the “pre-school” area. This was a legacy from the earlier scheme. The RENEW team are keen to incorporate this area into the project.
- The team are exploring options for releasing capital from Linden Gate.
- The team have started to address the impact of VAT on the costing of the project and will be seeking further advice from an expert in this area.
- The health and safety implications of the project will need to be considered asap and this will have a cost attached.

#### **Specific Proposals agreed by the PCC:**

1. It was agreed that the RENEW team should look into the feasibility and costs of appointing a professional fundraiser and bring back a proposal to the September PCC. This will include looking internally within the church family. There are no cost implications at this stage. This was proposed by Derek Hadden, Seconded by Val Moore and **passed unanimously**.
2. It was agreed that the RENEW Team should include the works in the east end of the basement (aka pre-school area) into the overall RENEW Project. This will increase the approved fee budget by £4k. This was proposed by Tim Meathrel, Seconded by Mel Griffiths and **passed with 1 abstention**.
3. It was agreed that the RENEW Team may investigate the funds which might be released by the reallocation of the use of Linden Gate and bring a report to the September PCC. This will increase the approved fee budget by £4.5k. This was proposed by Derek Hadden, seconded by Jill Garfit and **passed with 1 abstention**.

It was recognised that the effect of these proposals is to increase the approved fee budget to £82,500.

LC concluded this section of the discussion by stating that for the September PCC the team will bring back the revised plans with more accurate prices, the beginnings of a value engineered hierarchy from which the PCC will be able to start to prioritise and a fundraising strategy.

#### **B. Preparing the church family for the move**

PL introduced this element of the discussion by reminding the PCC that we simply can't plan to move out of the church building the night before. There is much work to do to prepare the church family for this change.

TM shared two words which he felt the Lord had given him for this season:

- **SIMPLIFY** – this is a key word for the staff at present. Christ Church has traditionally run many activities and ministries which were appropriate to a larger church operating in an older pattern. There is now a need to simplify what we do to be relevant to our size and our new mission priorities.
- **INTENTIONALITY** – There is a need for us to be more intentional about what we do. It's easy to keep on doing what we always did and never ask questions – especially when we are busy. We need to step back, look at our vision, and ask God what his intention is for Christ Church over the coming year, the time when we are out of our building and for when we move back in.

PL noted that as a result of the RENEW project we now have a much clearer understanding of the various ministries at Christ Church. We now need to decide what our pattern of Sundays will be like. Any revised pattern will need to be established long before we move out of the building.

A time of discussion followed:

- Questions were asked about the evening service and whether it would continue. It was agreed that it would be necessary to maintain an evening service through RENEW for many reasons, but principally to ensure we maintain a choice of both style and time on Sundays.

- There is a need to engage with the disparate groups that form the 6:30pm service to help them find their purpose and grow.
- Are we limiting ourselves if we only consider Sundays? Yes, we need to look at other options and different frequencies of services.
- It is hard maintaining five services during the week and will become more so as RENEW develops and the move out of the building approaches.
- One significant driver for any change is the need to be more missional – both in the lead up to RENEW and during it
- One option would be to combine our 9:15am and 10:45am services. This could be done in such a way that there was a strong family element to the first part of the service, a break for refreshments during which others could join, then an age specific teaching element.
- Any change should be implemented as soon as possible so that the changes are intentional and have bedded in by the time we leave the building.
- Small groups are a great way of getting feedback from the church family – many have already had active discussions on RENEW.

**Proposal:** As part of our preparations for the RENEW project and in response to the mission challenges and opportunities ahead the PCC supports in principle the senior staff team and others as appropriate exploring the options for simplifying the current weekly service structure, bringing back a detailed proposal in September.

This was proposed by Paul Langham, seconded by Tim Meathrel and **passed unanimously**.

## 2. Half Year accounts

PB presented the half year report and accounts which had been circulated to the PCC in advance and are now presented on a funds basis. Both income and expenditure are above budget at 30<sup>th</sup> June. Significant unbudgeted expenditure items were the temporary repairs to the spire (£10k) and parking permits (£1.5k). Some expenditure savings have been made due to not having a Children's Pastor and because of some timing issues.

The Provision response rate is comparable to 2014 despite bringing Provision earlier, and responses continue to come in. To date there has been a net increase in giving of 4.5% with a significant number of givers choosing to implement their increases immediately. PB is considering how we continue to encourage new people to join Provision and looking at the options of producing a DVD to tell the great story of what God is doing at Christ Church.

MP informed the meeting that the church architects have been developing plans for a permanent repair to the spire, in consultation with a firm of steeplejacks able to do the work without a full scaffold. A project proposal has now been received which the architects and structural engineers are considering in detail. The cost for this is £51,200 + VAT. Due to the nature of this work it hasn't been possible to get comparison quotations and the work needs to be done in the autumn as the materials cannot be used in colder weather and the temporary repair is not expected to last into next year.

MP outlined the programme which will involve an 8 week delay while an application is made to the council to close the road. The work itself is anticipated to last 5 weeks and the building will be usable during this time. The road will only be closed while the scaffold is erected and dismantled.

PB informed the PCC that although it was not possible to seek comparative quotations he would be taking appropriate steps to ensure the works represented value for money.

**Proposal:** The PCC authorises Mark Parsons and Patrick Bolster to instruct the church architects to proceed with this permanent repair, subject to the architect's approval of the scheme. The funds to be taken from the Church Legacies fund. This was proposed by Mark Parsons, seconded by Patrick Bolster and **passed unanimously**.

### 3. Options for the future of Linden Gate Basement Flat – this section is confidential

### 4. PCC Principles

DH introduced the paper “Christ Church PCC: Working together as followers of Jesus” which had previously been circulated.

Clarification was sought on the issue of confidentiality. PL explained that this needs to be applied on an issue by issue basis, especially when ideas are being considered but not yet decided. Our desire is not to be secretive but to ensure that discussions are communicated in a timely manner and that ideas that have not yet been agreed kept within the PCC. As with all these principles, common sense applies!

It was agreed that these principles should apply to PCC Sub Groups as well.

The adoption of these principles was **proposed** by Derek Hadden, seconded by Jill Garfitt and **passed unanimously**.

### 5. PCC Timetable for 2016

MP circulated a revised PCC timetable for 2016 (v2 17/7/15) which was different from the one previously circulated to the PCC. MP noted that the staff team were moving to an academic year planning cycle so dates for Sept-Dec 2016 were provisional. As a result of looking at the 2015/16 academic year in detail it was necessary to change the date of the PCC scheduled for Sat 14<sup>th</sup> November 2014 to Sat 21<sup>st</sup> November.

Dates for the rest of 2015 are as follows:

- Mon 14<sup>th</sup> Set Standing Committee
- Mon 21<sup>st</sup> Sept PCC
- Mon 12<sup>th</sup> Oct \* Standing Committee
- Mon 9<sup>th</sup> Nov Standing Committee
- Sat 21<sup>st</sup> Nov \* PCC
- Mon 30<sup>th</sup> Nov \* Standing Committee
- Mon 14<sup>th</sup> Dec PCC Social

\* These dates have changed from the ones published earlier in the year

### 6. Update on Pastor Appointment

MP informed the meeting that this post has now been advertised via the Church Times, New Wine and CC’s website. Members were encouraged to forward the details to friends and contacts. The closing date for applications is 17<sup>th</sup> August and interviews will be held over 5<sup>th</sup> – 7<sup>th</sup> September.

### 7. GMT Item

PL left the meeting for this item. In line with the PCC’s existing policy it was **proposed** by Val Moore and seconded by Derek Hadden that a short term bursary of £200 is awarded to Jackie Langham towards the cost of her participating in the Deanery trip to Uganda. This was **passed unanimously**.

## **STANDING ITEMS**

### **1. Minutes of the extraordinary PCC meeting on 1st June**

These were approved with no amendments.

### **2. Matters arising**

Sian Lowe and Martin Freye have offered to stand for Deanery Synod. It was **proposed** by Tim Meathrel and seconded by Janet Lee that Sian and Martin fill the Deanery Synod vacancies. This was **passed unanimously**.

The PCC still needs to elect one member to the Standing Committee. PCC members were asked to consider who this should be and a vote will take place at the September meeting.

### **3. Standing Committee / Sub Group Reports**

No comments were made.

### **4. Paul's Point**

None.

### **5. Warden's Points**

It was **proposed** by Derek Hadden, seconded by Tim Meathrel, that Mark Orriss is re-appointed as the chair of the PCC's Communications sub group. This was **passed unanimously**.

### **6. Safeguarding**

SW reported that safeguarding training sessions will be held in September in consultation with Ruthy Lillington. The PCC should be aware that the post of Parish Safeguarding Officer (Children) is still vacant.

### **7. Next Meeting**

Monday 21<sup>st</sup> September, 7:30pm. Martin Freye gave his apologies for this meeting.

**TM closed the meeting in prayer at 1:06pm**