



CHRIST CHURCH CLIFTON

We exist to change the world ... one person, one city, one nation at a time.

PCC MINUTES

Minutes of the meeting held at 7:30pm on Monday 27th January 2020

STATUS

Approved
29.02.2020
(Public)

Present	Paul Langham (Chair), Rachel Ambler, Malcolm Bourne, John Butler, Mark Ellis, Mei Yen Fury, Hannah Gibney, Alasdair Groves, Errol King, Janet Lee, Val Moore, David Newton, Cluff Noon, Di Noon, Mark Orriss, Mark Parsons, Tavi Price, Neil Shepherd, Catherine Simmonds, Graham Stuart, David Troughton
Apologies	Jonathan Hendry, Peter Smithson
In attendance	Observing: Richard Brooks, Ben Leighton (Trinity Ordinands) Renew Update (Item A1): Simon Hygate, Mike Innes
Minutes	Tavi Price

Ref	Item	Notes	Action (what)	Who and by when
	Bible Reflection	PL opened in prayer and then invited those gathered to read Luke 7:36-50 and provided some questions to consider whilst reading the passage. A time of reflection and prayer followed.		
	Apologies & Introduction	Apologies received from Peter Smithson & Jonathan Hendry.		
A	MAIN ITEMS			
A 1	Renew Update Paper 01 (a), (b)	<p>PL welcomed members from the Renew Team (Mike Innes and Simon Hygate). They gave an update to the meeting:</p> <p>Planning</p> <ul style="list-style-type: none"> Phase 2A – a new planning application has been submitted to Bristol City Council to provide approval for the external works proposed for this phase only. The architect is confident approval should be just a formality. Phase 2B - MI has received notification from the architects that Historic England has sent through a very positive email effectively stating that the principle of the extension design is workable with some minor tweaks. This means that dialogue can start between the team and the conservation officer with a view to receiving planning permission for Phase 2B. <p>Funding</p> <p>PL talked through the plans outlined in Paper 1(b) (fundraising). Main points:</p> <ul style="list-style-type: none"> Objective is to raise capital to fund the shortfall for the Renew project but also to encourage an increase in our regular giving. 		

		<ul style="list-style-type: none"> • In March, small groups will be working through “The Journey of Generosity”. A copy of the key dates was distributed to PCC members. • PCC / members of Renew to host dinner parties to talk through church finances and the Renew project objectives. • It is hoped to be able to share testimonies during this time of how God has been faithful when we have shown sacrificial generosity. • It will also be encouraging if as a PCC we make our own pledges before asking the church family to do so. <p>DT mentioned about seeking grants etc. This will need to be considered before stage 2B. This was noted and appreciated.</p> <p>The Story update</p> <ul style="list-style-type: none"> • Ian Wedd and PL are working on a document that will be circulated to the church family. A draft copy was handed out at the meeting. <p>Design</p> <ul style="list-style-type: none"> • SH outlined a couple of discoveries in the crypt: Firstly, the bedrock under the raised areas of the crypt will take some hefty excavation work, but the team think levelling out the crypt is a priority. • Secondly, two inverted arches holding up parts of the church are covered with ramps. These will also require some clever engineering solutions if we are to level the floor in these areas. • There is also a pillar between Brentnall and main crypt, which will prove problematic to remove. • These findings are going to have cost implications. These are still unknown but are likely to be in the tens of thousands. <p>Costs and timings</p> <ul style="list-style-type: none"> • Budgets remain the same at present but does not include the levelling works mentioned above. • Some initial budget estimates have been provided by Kitto, a local building contractor known to the Renew team who have very good reputation, and although the M&E was higher than anticipated most of the estimates are in line with our independent quantity surveyor’s costs. <p>Contractor Proposal</p> <ul style="list-style-type: none"> • The Renew Team have been advised that early engagement with a contractor would bring significant benefits in terms of timings and buildability. Therefore they proposed that the PCC authorise the team to appoint Kitto to work on the design phase with the view of being appointed as contractors for the construction phase. Kitto is a local building firm 		
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		<p>who's quality of work is known to members of the Renew Team and who recently completed the halls at Redland Parish Church. This is with the caveat that if the QS had any concerns with their proposed costs they would not be appointed.</p> <ul style="list-style-type: none"> • There were some legal questions raised by MYF in terms of the wording of the proposal and letter of intent. The PCC are the legal entity who sign the contract. However, this would just be a letter of intent not a formal contract at this point. MYF recommended that any letter of intent is checked by a legal expert. • The PCC were also informed that the proposal to engage with Kitto also comes with the backing of the Standing committee. <p>Proposal: The appointment of Kitto Construction under a letter of intent subject to key expenditure under the supervision of the Renew team up to the previously agreed amount of £35,000 for the design phase.</p> <p>Proposer: CS, Seconder: DNe Carried Unanimously</p>	Prepare / send letter of intent to Kitto as specified	Renew Team ASAP
A 2	Use of the Legacy Fund Paper 02	<p>Dave Newton introduced his paper giving those who have joined PCC in the last year some background of what discussions had already been held. This is the third time that the PCC has looked at how much of the Legacy Fund should be re-designated to Renew and how much should remain.</p> <p>The figures for 2019 have not yet been finalised so we cannot be 100% confident what will be left in Legacy Fund, however we do know the estimated amount is £358k and the existing commitments from Legacy for the next two years are £70k.</p> <p>Three scenarios were presented:</p> <p>A: £285k to Renew, £73k Legacy B: £250k to Renew, £108k to Legacy C: £215k to Renew, £143k to Legacy</p> <p>Questions were raised and discussed including the urgency of doing this and whether there is likely to be significant call on the fund for repairs (the Quniquennial Report suggests not). After these discussions option B was proposed.</p> <p>Proposal: Option B, £250k to Renew, £108k to Legacy Proposer: DN, Seconder: CN Carried Unanimously</p>	Re-designate £250k from the Legacy Fund to the Renew Fund	MP ASAP
A 3	Communications	<p>At the next PCC on Sat 29th Feb, MO will be presenting how we can improve our communication at Christ Church both internally and externally i.e. branding and visualisation. MO will outline a project proposal explaining why we need to do this and will present an outline of the costs.</p>		

		MO urged the PCC to attend the meeting in Feb if at all possible as this is something we have all got to own.		
A 4	Lone Working Paper 03	<p>MP and ME have revised the Lone Working policy.</p> <ul style="list-style-type: none"> • The main aim to ensure all our staff and volunteers are safe and are aware of the risks of lone working. • This document has been reviewed with lots of input from other interested parties such as the Safeguarding Officers and the Risk Management team. • This is now being presented for PCC approval so the Personnel team can adopt and start implementing it. • Team leaders need to make sure all volunteers are aware of this policy • The progress of rolling out this policy in practice, to be added to the Action Tracker <p>Proposal: Lone working: To adopt this now as a policy document.</p> <p>Proposer: ME, Seconder: VM</p> <p>Carried Unanimously</p>	Update action tracker with this item	MP / 29 th Feb
A5	Paper from John Butler Paper 04	<p>Political engagement at Christ Church</p> <p>JB introduced a paper, which had been previously circulated, in which he noted that several members of the Church family had raised concerns with him about apparent endorsements of Marvin Rees, and provided some context to the associated legal and theological issues. He invited those present to comment.</p> <ul style="list-style-type: none"> • No-one else at the meeting could concur that Christ Church endorsed Marvin Rees or any political party or figure and some members gave testimony of hearing the exact opposite from the front. No-one else had heard views from the church family on this matter. The meeting agreed that it would not be something Christ Church should or would promote. • The example given by JB was in connection with the Bristol Arena, but PL explained this was not about supporting the application but to add a different narrative to all the hateful comments being posted on-line. • MB briefly mentioned the channels (and PL later stated the same) that Marvin has opened up in terms of involving the wider church to get involved in making Bristol a city of hope. • PL then gave some background into what is happening across the city in terms of the political sphere and within the different faiths. In the run up to the next Mayoral election a manifesto is being put together for what the multi-faith community would like to see in the next mayor. PL has been one of many putting this together. This manifesto will be launched on 22nd Feb. 		

		<ul style="list-style-type: none"> Christians in Politics are holding the Influence Tour (hosted by Woodlands Church) on 29th Feb The Bishop of Bristol is organising a faith hustling on 25th March in the cathedral – she is hoping for David Garmston (Journalist & BBC Points West Presenter) to host. Marvin Rees has been invited to CC on 9th February as the Elected Mayor. He is not speaking but is being interviewed by PL. 		
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B 1	Approval of minutes Paper 05	The minutes of the PCC Meeting on 25 th November 2019 were approved following some minor amendments.		
B 2	PCC Action Tracker Paper 06	Completed actions to be removed by MP and updates to be provided with these minutes including adding an item for the Personnel team on the rollout of the Lone Working policy. GS – action to look at sub groups to be added as an agenda item to Feb PCC meeting.	Update tracker	MP
B 3	Other Minutes Papers 07	The Standing Committee Minutes from 11 th November 2019 were noted.		
B 4	Finance Report	None		
B 5	Sub group reports	None		
B 6	Paul's Points	None		
B 6	Warden's Points	GS gave the scenario of someone having a heart attack at Christ Church – and suggested we consider getting an Automated External Defibrillator (AED). This will be added to the agenda for the Standing Committee meeting.		
B 7	Operations Manager's Points Paper 08	<p>PCC and SC dates for 2020/2021 – for noting and adding into calendars</p> <p>Updating Bank Account Mandate The bank signatories for our CAF Bank Account need to be amended following some recent changes. It was proposed that our signatories are:</p> <ul style="list-style-type: none"> Nick Carter – Admin Team Leader Mark Parsons – Operations Manager Catherine Simmonds & Graham Stuart – Church Wardens Paul Langham – Vicar Dave Newton – Treasurer <p>Proposed: AG, Seconded: JL Carried Unanimously</p>		
B 9	Safeguarding Update	<p>The C of E are undertaking a Historic Case Review. CC are writing to all known living past clergy members and PSOs. We foresee there being no issues. The reason for this review is to confirm that there is no evidence of cover up.</p> <p>All members of the PCC and appropriate ministry teams need to complete safeguarding training. This needs to be taken seriously and if training does not happen individuals will be asked to step down from their roles.</p>	Complete safeguarding training	PCC Members who need to

	Review of the meeting	JL preferred location of the church rather than Linden Gate. JB pleased about the discussions held regarding his paper.	
	Next Meeting	Sat 29th February, 9.30am, Church	
	Prayer	VM closed in prayer	

Future Meetings: Sat 29th Feb, Mon 23rd Mar, Sun 25th Apr (APCM), Fri 1st & 2nd May (PCC Weekend), Mon 22nd Jun, Mon 20th Jul