



# PCC MINUTES

Minutes of the meeting held (online) at 7.30pm on Monday 28<sup>th</sup> September 2020

<b>STATUS</b>
Approved
07.11.2020
(Public)

<b>Present (via zoom)</b>	Rachel Ambler, Malcolm Bourne, Chris Brown, John Butler, Mark Ellis, Mei Yen Furey, Alasdair Groves, Jonathan Hendry, Errol King, Paul Langham (Chair), Janet Lee, Val Moore, David Newton, Mark Orriss, Mark Parsons, Tavi Price, Neil Shepherd, Peter Smithson, Graham Stuart, David Troughton.
<b>Presenters</b>	Simon Hygate, Mike Innes, Paddy Sykes
<b>Apologies</b>	Hannah Gibney, Cluff Noon, Di Noon, Catherine Simmonds
<b>Minutes</b>	Tavi Price

Ref	Item	Notes	Action (what)	Who and by when
	<b>Welcome &amp; Bible reflection</b>	<ul style="list-style-type: none"> <li>PL welcomed the meeting and our guests from the RENEW Team.</li> <li>PL played Sons of Korah Psalm 99: 1-5 (he sits enthroned) as a foundation for us to pray for the meeting.</li> </ul>		
		NS gave the meeting an update on his secondment that starts this week (01 October) at St Augustine's in Whitchurch. Lots of families and kids in the community with a school opposite. It's a one-year contract which would finish his 4-year curacy term. Potential to apply for a second year at a later stage.		
<b>A</b>	<b>MAIN ITEMS</b>			
<b>A1</b>	<b>RENEW Update Paper 01 Paper 02</b>	<ul style="list-style-type: none"> <li>PL welcomed the RENEW team and invited MI to talk through the fundraising strategy (Paper 01) and to answer any questions.</li> <li>MI began by saying what a privilege this project has been, we now have a contractor on site, a pre-school that is happy and a builder who will work sensitively around the church's operations.</li> <li>Just to refresh everyone's memories MI reminded the meeting that we are only fundraising for 2A, which enables us to go to the wider community of Clifton. Good opportunity for evangelism.</li> </ul> <p><b>Paper 01</b></p> <p>Paddy Sykes gave an update on fundraising – although not a lot of what was circulated is new, he hoped it would be a source of encouragement and hope, there is</p>		

		<p>now a clear achievable target with a strategy. Exciting on one hand and challenging and daunting on the other. It needs a collective responsibility from us all. This next stage needs energy and fun. We have a timeline and will report back regularly with how things are going. They had a very useful and encouraging meeting with a couple of people from the diocese who think we stand a good chance of securing some grants for the project.</p> <p>The current fundraising team are Paddy, Mike, Hannah Gibney with occasional help from Sam Wright, but they would welcome anyone to join who are passionate or have particular skills to bring.</p> <p><b>Questions:</b>  Q: MO –how is Hannah doing?  A: PS – there is probably the need to “recruit” someone else to cover the role she was doing as although she may be able to review and edit grant applications and have other input, sadly she is not able to be at the forefront at this stage. PL added that we should continue to pray for Hannah to get over this nasty bug she has picked up.</p> <p>Q: JH – is there anyone else available to take this on now? How does it work applying for grants once the project has started?  A: PS – from their conversations with the diocese they certainly haven’t missed the boat and having raised a substantial amount already is a positive. Only thing that may go against us is the perception of being in a wealthy parish.</p> <p>Q: DT – We need to learn from the spring fundraising experience; the Vicar and the other clergy need to be more at the forefront of communicating the benefits of the project to the congregation from the front of church.  A: MI – we now have a full 6 months to approach this. We took a conscious decision on getting the building contract and building works underway before ‘rattling the tin’ again. Now we can start to be more strategic with the fundraising as is the next part of the plan.</p> <p>Q: GS – how can the PCC and PCC individuals help with this process, what roles can we play and help with the fundraising?  A: PS – there are many ways – obviously prayer but also being advocates for the project - energy and enthusiasm, to be very clear on the benefits – i.e. we <i>need</i> to do this. We also need lots of ideas about raising money.</p>	<p>Report back regularly to PCC</p>	<p>RENEW Fundraising Team</p>
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		<p>Q: AG – thanked the team for the paper and then asked is there a prioritisation? He also raised a concern about contacting ex-members of Christ Church who left not on good terms. AG also raised the point about the advice given regarding going for all the funding including Phase 2B and why weren't we doing this now?</p> <p>A: PL answered the point about contacting ex-members who may have left with some bad feeling and noted that they have taken advice from a long-standing member and will be consulting others to make sure we avoid doing exactly that.</p> <p>MI answered the point about Phase 2b saying that the decision was made that it will be very tough given the planning consultant's advice to us. If we raise lots of money, then we can try again for Phase 2b but getting Phase 2a done is the priority.</p> <p>PS said they would reflect on the valid point made re. prioritisation. He also noted that it is up to us to sell the benefits of the project to people who have an affection for Christ Church even if they are not members current or otherwise.</p> <p><b><u>Paper 02</u></b></p> <p>On behalf of the PCC, PL expressed thanks to SH on answering all the questions that were raised at the last meeting, so thoroughly and comprehensively.</p> <p>SH introduced the paper by saying that the RENEW Team want to be as transparent as possible. It's the church's project with the PCC as the governing body who are effectively entering into the building contract, so welcomed all questions.</p> <p><b><u>Questions:</u></b></p> <p>Q: DT - Expressed his thanks for Simon's role and for his time addressing the PCC questions. He asked, from a PCC charity trustee perspective, when/how will the PCC be involved in the decision should a funding shortfall remain.</p> <p>A: SH – we don't want to second guess it, plan for the worse but hope and plan for the money to come in. If the money doesn't materialise we have contractual ways of dealing with it by omitting certain elements. Around Christmas/new year we will know more of where we are and depending on what money is still outstanding produce a paper to present at PCC on what the options are i.e. Raise more money, get interest free loans, chop things out. The penultimate payment for the project (in effect when we complete on site as the final payment is made 12 months thereafter when we release the retention) has been agreed to be deferred by 6 weeks. We are contractually obliged to pay monthly valuations within 14 days but it was agreed that if we paid them within one week (bearing in mind</p>	<p>Prepare paper for PCC on options for bridging funding gap</p>	<p>RENEW Team – Christmas / New Year</p>
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		<p>the money is earning us v little interest), then the payment at the end of site works could be deferred. In effect this gives us 6 weeks extra to raise the funds.</p> <p>Q: JB – echoed thanks to the team on the 2 papers. 3 question: 1) are we under contract yet? 2) the contingency of £50k seems optimistic – how did we get to that figure? 3) once the project is completed what are the plans to exploit and do the things we couldn't before?</p> <p>A: SH – 1) we are currently still under a letter of intent but are ready to go under contract so will aim to sign in the next week. 2) The £50k was a calculated figure between us and the contractor. They wanted to keep it tight – this is the money we have full stop. 3) excellent question for our church leadership to spend time thinking and praying about as it is such an important one. MI also commented that as soon as we have some answers to that question the easier fundraising will be.</p> <p>Q: JH – helpful paper thanks. How can we help with all of this – particularly with the evangelistic work? A: MI – fundraising is the key and once there is more 'meat on the bones' of the strategy we will let you know.</p> <p>GS – took up JB's point – church leadership is all our responsibility – he gave the example of the Spire café and how things sprung out of it - we need to be thinking how we can be using this new updated space. We need to think of all the opportunities we could be using it for which is such an exciting evangelistic opportunity.</p> <p>PL concluded by saying how blessed we are to have this team that bring such a wealth of experience and professionalism and how grateful we are of the time they give voluntarily. Each meeting and report provide such comfort and trust to know that they are guiding us through this.</p>		
A2	<p><b>APCM Update Paper 03</b></p>	<ul style="list-style-type: none"> <li>• MP informed the meeting on how the APCM would work. It needs to happen before the end of October. Due to having 350+ members it won't be possible to hold the meeting in person so it will be held via zoom on Monday 19<sup>th</sup> October.</li> <li>• AG asked the question: what about those members of the church that for meeting on-line isn't possible. MP answered that it something they are aware of and thought is and will be given on how they can participate. The suggestion of a hybrid solution was given by DT but JL and VM voiced that elderly members of the congregation who are most likely the ones</li> </ul>		

		<p>unable to join via zoom would also be very unlikely to attend an evening meeting in person either. DT also noted that they could have a proxy vote as the papers would be sent out in advance and questions could also be sent in ahead of the meeting. MP took the action to work with JL and Rhean Fox on best ways of involving these valued members of our congregation.</p> <ul style="list-style-type: none"> <li>• JL assured the meeting that seniors receive a letter each week and are receiving phone calls. They all received a hand delivered cream tea in the summer and something similar will happen in advent. JL, Rhean and the team are doing all they can to keep seniors connected during this time. Sermons also available on a local dial up number. Any further ideas welcomed.</li> <li>• Re. PCC elections – there are currently 3 PCC vacancies (no-one has yet given notice they are standing down) MP asked if anyone is going to stand down at the APCM can they let him know by tomorrow (29/09).</li> <li>• RA is presently a co-opted member and is willing to stand for election this time.</li> <li>• Re. Deanery Synod, all the reps must stand down. We have 5 places. 3 of the current members have responded so far with 2 standing again and 1 standing down. MP is still waiting to hear from the other 2.</li> </ul>	<p>Consider how seniors can access the APCM</p> <p>Let MP know if you are standing down</p>	<p>MP / JL / Rhean Fox</p> <p>All By 29/9/20</p>
<b>A3</b>	<b>Christmas Update</b>	<ul style="list-style-type: none"> <li>• Morag Gillespie and PL have written to everyone who contribute to the Christmas carol services to let them know that unsurprisingly we cannot even contemplate holding such a large event this year and the same applies to any of the usual events and activities held during this period. It does not necessarily mean that we are not doing anything, but it will not be in the way we normally do it.</li> <li>• The Core Team will be discussing what can realistically be done this year. How much can we do physically? – it is normally such a time of huge evangelistic opportunities with 2,000+ people coming through the doors – how do we achieve this or anything like it in these times?</li> <li>• PL is pulling together a planning group who will help plan what we can do, e.g. create something on-line that can be watched via the website to reach those in the community and beyond. If you would like to be part of that planning group all are welcome or if you have any comments to contribute, please do so.</li> <li>• This was also raised at the Small Community leaders meeting – is there an opportunity for small groups to get together – how can these groups bless those in</li> </ul>		

		<p>their communities? JH commented that there was an excitement and enthusiasm with those who attended this meeting about how this could work.</p> <ul style="list-style-type: none"> <li>• NS &amp; CB to take an action to contact Small Community leaders and to create a forum where ideas could be shared.</li> <li>• PL to keep the PCC updated in the weeks ahead.</li> </ul>	<p>Contact SC Leaders</p> <p>Update PCC on Christmas</p>	<p>NS &amp; CB</p> <p>PL</p>
<b>B</b>	<b>STANDING ITEMS</b>			
<b>B1</b>	<p><b>Approval of minutes</b></p> <p><b>Paper 04</b></p> <p><b>Paper 05</b></p>	<ul style="list-style-type: none"> <li>• Minutes of the meeting on 20<sup>th</sup> July and 7<sup>th</sup> July 2020 were approved on the basis on one amendment at the top of page 3 of the July meeting a 3<sup>rd</sup> bullet would be added noting DT's caution that Trusts may only meet once or twice a year to decide on grant applications which may need to be taken into account when applying for grants.</li> <li>• JB also reminded MP that the minutes for previous meetings need to be added to the website.</li> </ul>	<p>Add past minutes to the website</p>	<p>MP</p> <p>ASAP</p>
<b>B2</b>	<p><b>Review of PCC action tracker</b></p> <p><b>Paper 06</b></p>	<ul style="list-style-type: none"> <li>• VM: Item 3 re. mission giving – concerned we haven't met, many items that fall with the remit of this group are getting overlooked and as a church falling behind on supporting the homeless and other events not being advertised etc. A: MP &amp; JL – to set something up in the very near future.</li> <li>• DT: Item 1 – subgroups – been on the tracker a very long time. How can we readdress this now going forward? A: GS – it was discussed in Feb with what the different groups were, and the proposal was that we go into more detail at the PCC May weekend (which did not happen). Once we have the new PCC it will be re-looked at and we should have an expectation that each member will align themselves to an area of work. As with the new build there will be lots of new activities that we will need to all get practically involved with.</li> <li>• MP will send a list round on what the subgroups are and the current attendees.</li> <li>• MB – a new group should be created on how we use the new building – outward looking posture.</li> </ul>	<p>Organise meeting for Missions Team</p> <p>Review Subgroup membership</p> <p>Circulate list of Subgroups</p>	<p>JL &amp; MP</p> <p>ASAP</p> <p>After APCM</p> <p>MP</p>
<b>B3</b>	<p><b>Other Minutes</b></p> <p><b>Paper 07</b></p>	<p>Report from the Standing Committee covering zoom meetings from 27th July to the 21<sup>st</sup> September were noted and received.</p>		
<b>B4</b>	<p><b>Finance Report</b></p>	<p>DN – nothing of note to be reported. However in terms of the APCM, he will be working with MP to get a view on where we are up to Quarter 3 as the annual report – is now out of date.</p> <p>This will be shared with PCC ahead of the APCM.</p>		

<b>B5</b>	<b>Subgroup Reports</b>	None		
<b>B6</b>	<b>Paul's Points</b>	None		
<b>B7</b>	<b>Warden's Points</b>	<p>GS</p> <ul style="list-style-type: none"> <li>• Catherine sends her love and apologies – she was shielding but as she is now back at work she has less choice on her sessions many of which fall on Monday evenings. She is following all that is going on and continues to feed into Standing Committee and other team meetings.</li> <li>• How wonderful it was to see the welcome sign outside CC and see people back in the building and reminded the meeting of his vision about this and seeing people in the church throughout the day.</li> </ul>		
<b>B8</b>	<b>Operations Manger's Points</b>	<p>MP acknowledged the Staff Team are working incredibly hard at the moment. This is the hardest time of being involved in church life that he has known. Everything is needing lots more thought and effort. If you get the opportunity, please thank them.</p> <p>[A confidential item was removed from the minutes at this point].</p>		
<b>B9</b>	<b>Safeguarding Update</b>	<ul style="list-style-type: none"> <li>• Parish Safeguarding Officer update – the person who had been approached is no longer able to do it. Therefore, the search continues and therefore we are still one adult safeguarding officer down. An item to pray about.</li> <li>• PL added a note that we are not in breach of our duty as trustees as legally we only need 1 PSO for children and 1 PSO for adults but Christ Church has always aimed to have 2 of each due to the size of the congregation.</li> <li>• Sara Wadsworth our current adult PSO is standing as a lay rep for General Synod in the Diocese of Bristol – so it would be good to pray for her.</li> </ul>		
	<b>Review of the meeting</b>	<ul style="list-style-type: none"> <li>• DN – although we tried the hybrid version of zoom and people in the church building having everyone on an equal footing works better. The mix was problematic.</li> <li>• JB – Standing Committee - Unclear what happens at these meetings until after the minutes are produced and no visibility on what the focus is on. It would be good to have a list of everything discussed following each meeting and for there to be item at PCC in which members could decide which items that the SC should take forward between PCC meetings.</li> </ul>		

		<ul style="list-style-type: none"> <li>• Re. Listening to God - when someone comes to the PCC with what they believe to be a word or instruction from God – how do we respond. The example GS gave a couple of months ago – nothing has happened – so are we ignoring God’s instruction or has someone decided it wasn’t from God and if so who and why?</li> <li>• PL responded with a general response that he personally finds it harder practising the leading by listening over Zoom, but as a specific response to GS on behalf of the Core Team PL has apologised for not stewarding what GS brought to them. PL also acknowledged that he hasn’t helped PCC do this and he holds his hands up that we could have done a better job of this. An action was taken to look at this in more detail at SC to work through what could be done differently/better even in these strange circumstances.</li> <li>• What needs to be communicated to the wider congregation: Christmas (PL), APCM (via CFN)</li> </ul>	Review how to ‘lead through listening’ better.	Standing Committee
	<b>Date of next meeting</b>	<b><i>Post meeting note: MP sent out a doodle poll suggesting that we meet for a longer session after the APCM being held on the 19<sup>th</sup> October. Dates suggested 24<sup>th</sup> Oct, 31<sup>st</sup> Oct or 7<sup>th</sup> Nov. 7<sup>th</sup> November was subsequently agreed.</i></b>		
	<b>Prayer</b>	Meeting ended with praying for all that had been discussed and in particular for Neil and his family as they start their new ministry at St Augustine’s this week.		

**Future Meetings:** APCM 19<sup>th</sup> Oct, Sat 7<sup>th</sup> Nov, Mon 23<sup>rd</sup> Nov