



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 (online) at 7.30pm on Monday 23rd November 2020

STATUS

Approved
25.01.2021
(Public)

Present (via zoom)	Rachel Ambler, Erica Bebb, Malcolm Bourne, Chris Brown, John Butler, Mark Ellis, Hannah Gibney, Jonathan Hendry, Paul Langham (Chair), Janet Lee, Susannah Mason, David Newton, Cluff Noon, Di Noon, Mark Orriss, Mark Parsons, Tavi Price, Catherine Simmonds, Peter Smithson, Graham Stuart, Dave Vernon, Sara Wadsworth,
Observers	Ben Evans, Will Gowers (Trinity Ordinands)
Apologies	Mei Yen Furey, Alasdair Groves
Minutes	Tavi Price

Ref	Item	Notes	Action (what)	Who and by when
	Welcome & Bible reflection	PL welcomed the meeting and encouraged us all to turn to the Psalms and read out verses of praise and thanksgiving.		
A	MAIN ITEMS			
A1	Governance and the role of the PCC	<p>MP lead this item continuing with our discussions from the 7th November meeting and offered his thanks for all the contributions shared and the feedback sent through since. These discussions have brought out 3 keys areas to think about:</p> <p>1) Governance:</p> <ul style="list-style-type: none"> Respective roles of the PCC, SC and Core team, and how they relate are not clear difficulties following what happens at SC and at Core Team level between PCC meetings. <p>2) Ownership of vision:</p> <ul style="list-style-type: none"> Lots of discussion but not much action coming out of it No overall plan for the church at PCC level Actions not delegated and tracked <p>3) Improving communication:</p> <ul style="list-style-type: none"> communication too reactionary good at communicating events but not leadership messages poor communication between PCC and SC <p>The meeting broke into 3 breakout rooms to discuss: What would a really good PCC evening look like?</p> <p>Summary of feedback – common themes (full versions of feedback to be sent to MP after the meeting)</p>		

		<ul style="list-style-type: none"> • Praise and prayer at the start (which we do and is good) • There is a lot of talk – but what is the substance? • Too insular – need to know where we fit into the UK / Global church • PCC should meet their remit – but uncertainty as to what that is? How could we format that differently? • We should be discussing the Vision each meeting • A slot for AOB – space to raise anything • More reporting from subgroups, what are the current issues etc. Finance subgroup working well – other groups may want to adopt similar approach • Need a good comms plan / group • Status reports from the various ministries e.g. Youth/Seniors etc. • What have we agreed – do we have agreed actions? • Development of leaders who may want to head up or be part of a subgroup • Get the business elements done quickly leaving time for Vision etc. <p>The meeting went back into breakout rooms to look at some tangible steps and for some of these to be put into practice. And if possible, see what part each of us can play to enable this to happen.</p> <p><u>Summary on Feedback from Action Planning</u></p> <ul style="list-style-type: none"> • Tavi to coordinate with ministry teams, seek approval needed from leadership – need list from Nick Carter and set up a status report template to send out. • Bottleneck with the office at times – list what projects are on-going and have someone to Project Manage it to remove some of the pressures of the office and in particular MP. • Communications coordinator – need to work up a job description (action for comms subgroup?) • Include as a standing item CC vision and values and assess progress against them. • Include feedback from Deanery and General Synod. • Include information from organisations such as ‘together for Bristol’. Include testimony’s and singing. • Meet more often if necessary, to resolve a particular complex issue. 	<p>Communicate with each area of ministry and to feedback to the PCC</p> <p>Communication lead – role description needed</p>	<p>TP</p> <p>No one assigned to this</p>
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		<ul style="list-style-type: none"> • Include more subgroup and ministry feedback. • Include more creative arts. • Have a 'look ahead'. Focus on what is essential. • Conversation on Comms - Revive the subgroup • Define our VISION - it ended July 2020. Do we organise a weekend away? • Decide what we have to do? What do we want to do as part of the HEART of the VISION. • Set up a Post-RENEW group to best utilise the new space. • Events Group - How can we best utilise this space? • We are not doing this as a body. <p>Main actions coming out of the above:</p> <ul style="list-style-type: none"> • Re. the Agenda for PCC – we need to plan ahead so there is enough time to read/produce the papers. This will enable everyone to prepare for the meeting so good discussion and decision making can happen (JB) • Timetabling in reports from all the subgroups – few bullet points each (JH) 		
A2	Finance Report & Budget for 2021 Paper 01	<p>DN walked us through Paper 01. The paper breaks down what has been going on this year and outlines some proposals for 2021.</p> <p><u>General Fund</u></p> <ul style="list-style-type: none"> • less expenditure in some areas of ministry due to Covid • some unexpected costs • less income received from events • shortfall in Giving against target (down by 7%) • The above resulting in an overall forecasted deficit of £27k. • This prompted the two recent gift days which are expected to close this gap by year end. <p><u>Gift Days</u></p> <ul style="list-style-type: none"> • 75 one off gifts have been received of £21,317 • + gift aid = just shy of £26k. • This is amazing! (huge thanks to HG for her part in this) <p><u>Legacy Fund</u></p> <ul style="list-style-type: none"> • Bulk of this fund has been moved to RENEW this year • £88k balance at the end of the year. • We may have had to use this to reduce or remove the £27k deficit in the General Fund but we now no longer need to do this 		

2021

- **Income:** regular giving, looking at current giving levels – forecast of £353k in 2021
- Significantly down from previous years. This does not include one off gifts, but this is unpredictable
- **Expenditure:** MP has looked to putting a budget together for next year and he has done this for 2 scenarios, A) full year of normal activities, B) 50% of the year we are still limited to restricted covid safe activities.
- Also feeding into the budget is the previous year's agreement of Parish Share - 1/3 of total giving and Mission - 1/5 of planned giving.
- Feeding this all into Scenario A gives a deficit of £61k, a little less under Scenario B. Discussion continued with the assumption of using Scenario A (being the worse of the two)
- Finance Team believe that we should not be planning for a deficit in 2021 given where we are with the Legacy Fund.

So what are the options for balancing the budget?

There are four levers at our disposal

On expenditure (a) Parish Share, (b) operating costs, and (c) giving away from the Parish (or "mission giving"). On income – it's basically down to Giving by the church family.

A number of options were put before the PCC that had been outlined in the Finance paper.

Option 1: Balance the budget by increasing giving only

Option 2: Freeze Parish Share

Option 3: Freeze Mission Giving

Option 4: Freeze Parish Share and Mission Giving

Questions of clarification were asked and answered and a lengthy discussion about alternatives to freezing our giving were had.

PL and DN both gave testament that we are not alone in making some of these difficult decisions with other churches in a worse position. PL went onto to say that there is recognition at a national level that the parish share system isn't sustainable. He also said that Bristol Diocese would be relieved if we were to freeze our Parish Share at the 2020 level as many churches were reducing. PL concluded by saying we have a God who is amazing – counsel against fear. Do not underestimate God, and have faith to believe the

		<p>impossible – but we are also responsible for our church finances.</p> <ul style="list-style-type: none"> • JB raised concern about expecting giving to significantly increase above the pre-COVID level, noting the parallel pressure to fundraise for RENEW. • GS said that mission giving should be sacrificial and favoured option 2. <p>After lots more discussion Option 4 was proposed, with the caveat that if we raise a surplus during the year, we would revert to option 2. Option 4 has a balanced budget with total income budgeted at £628k, total expenditure at £628k, provision income at £418k, parish share frozen at £201k and mission giving frozen at £71k.</p> <p>Proposed: DN, Seconded: JL For: 14, Against: 1, Abstentions: 5</p>	Inform Diocese of Parish Share decision	MP ASAP
A3	Giving Away from the Parish - Budget 2021 Paper 02	<p>JL – presented her paper that proposed the budget for Giving away from the Parish for the next 2 years. JL began by saying that CC is a generous church and has been supporting various mission partners for years.</p> <p>JL highlighted a couple of areas of overseas mission:</p> <ul style="list-style-type: none"> • The Church in Northern Uganda – the clergy who are reliant on the offerings given on a Sunday have not been paid due to the pandemic. There was a call for help from the Archbishop of Uganda and so we have been able to give £1,000 to support them. • One of the most effective things we spend our money on is the Tearfund Kitgum project – the proposal is to support them for another 2 years. Di & Cluff, who had visited the project, expressed how positive it was and saw first-hand how so many lives are being totally transformed. A more detailed report was included with JL’s paper. <p>A few questions were raised in regard to local mission and PL gave a brief summary of each of the proposed charities. A suggestion was also given that JL and the sub group could be thinking of where any additional money should be spent if we find ourselves with money to spare in 2021 (referring back to the Finance proposal caveat). A suggestion for supporting the persecuted church also was raised.</p>		

		<p>Budget proposals: Heart for the Nations – global mission and internationals Budget for 2021 = £53,000 Heart for the City – local mission Budget for 2021 = £16,000</p> <p>Proposed: JL, Seconded: DN, <i>Carried unanimously</i></p>	Inform external agencies on their agreed funding	JL ASAP
A4	Foundation Governor for CCPS	<p>As a PCC we are linked to CC Primary School – our local church school and we have 2 Governor places – firstly a foundation governor that has historically been taken by one of the clergy and so the proposal is that our new curate Chris Brown be elected to this role. Secondly since CC has become an Academy, PL as Vicar is both a Governor and a Trustee and so we are therefore in the position to have an ex-officio Governor in Paul’s place and he stays as a Trustee. This is a 4-year term which comes up for renewal in March and Jayne Coller (Head of CC pre-school) has been that link for the past 4 years. The school is keen for her to continue and JC has confirmed her willingness to do so.</p> <p>Proposal: The PCC supports the application of Jayne Coller to be appointed as substitute for the ex-officio foundation governor of Christ Church Primary School and the PCC nominates Chris Brown to be a foundation governor of Christ Church Primary School</p> <p><i>Carried unanimously</i></p>		
B	STANDING ITEMS			
B1	Approval of minutes Paper 03	Minutes from the 7 th November were noted and approved.		
B2	Review of PCC action tracker Paper 04	MP: Aware that the issue of the PCC subgroups are still on the tracker – this is forming some of our ongoing discussions.		
B3	Other Minutes Paper 05	Report from the Standing Committee covering zoom meetings from 2 nd and 16 th November was circulated.		
B4	Finance Report	Hardship fund: DN to circulate a note of what we can do regarding this.	Circulate note	DN
B5	Subgroup Reports	None.		
B6	Paul’s Points	<p>Just picking up a something that has come up in earlier discussions looking outwards.</p> <ul style="list-style-type: none"> • Firstly, in 2021 as a PCC we will be considering the Living in Love and Faith – from a suite of resources from the Church of England. • Secondly, PL would like the PCC to help lead the church family in a good conversation on 		

		racial injustice – with the aim for every Christian disciple and every member of our church family, to understand that ethnic justice is a core part of discipleship not an add on for those who are interested in it.		
B7	Warden's Points	CS: update on the Living Out Group. Currently negotiating with Ed Shaw who is hoping to speak to our church family in the new year, as a follow up to Paul's evening talk on sexuality.		
B8	Operations Manger's Points	1) PCC agreed to purchase live streaming equipment at the last meeting – this has been purchased and was used at yesterday's 11 online gathering. 2) A couple of people suggested that we put together a Sharepoint folder – or a common place to store and share PCC documents to aid in our communication – MP is looking into it to get this sorted as soon as we can.	Set up Sharepoint folder	MP
B9	Safeguarding Update	No issues to report.		
	Review of the meeting	<ul style="list-style-type: none"> • JB raised that it is the PCC's responsibility to review the safeguarding policy each year and that this is now overdue. • MP suggested that this is an action for the PSO's to look at the policy and bring it to PCC for either revision or ratification. • GS reminded the meeting that it is the PCC's responsibility to read the policy as we are individually and corporately responsible for safeguarding in our church – it is on the website. 	Review Safeguarding Policy and Guidance for PCC to approve	PSO's January PCC
	Wider Communication	<ul style="list-style-type: none"> • TP to communicate with each area of ministry and to feedback to the PCC • Communication lead – role description needed • MP to communicate to the dioceses on the decision regarding parish share • JL – to inform external agencies on their agreed funding • DN – report on hardship fund between now and the next meeting. 		
	Date of next meeting	25 th January 2021		
	Prayer	CB closed the meeting in prayer.		

Future Meetings: Mon 25th Jan, Sat 27th Feb, Mon 22nd March, APCM 25th April