



# PCC MINUTES

Minutes of the meeting held (online) at 7.30pm on Monday 22<sup>nd</sup> March 2021

**STATUS**

Approved  
26.04.2021  
(Public)

<b>Present (via zoom)</b>	Paul Langham (Chair), Rachel Ambler, John Butler, Mark Ellis, Mei Yen Furey, Alasdair Groves, Jonathan Hendry, Susannah King, Janet Lee, David Newton, Cluff Noon, Di Noon, Mark Orriss, Mark Parsons, Tavi Price, Catherine Simmonds, Peter Smithson, Graham Stuart, Dave Vernon, Sara Wadsworth, Chris Whitwell
<b>Observers</b>	Matt White, Jo Harbich (Trinity Ordinands)
<b>Apologies</b>	Erica Bebb, Malcolm Bourne, Chris Brown, Hannah Gibney
<b>Minutes</b>	Tavi Price

Ref	Item	Notes	Action (what)	Who and by when
	<b>Welcome Bible input</b>	<p>PL opened the meeting with the reading: <b><i>Isaiah Ch 53: 2-12.</i></b></p> <p>PL brought out a couple of verses from the passage that are special to him:</p> <p>v9 – ‘...assigned a grave with the wicked and with the rich in his death..’ – for many years, scholars highlighted this verse as evidence of later insertions in scripture and also the verse in the gospel of Matthew (27 v57) where it refers to a rich man from Arimathea named Joseph but on finding the scripture from Isaiah within the Dead Sea Scrolls it was found to be identical to the earliest previous copy (1000 AD) and was dated well before Matthew was found. Chapter 53 became a template of biblical authenticity as there were very little changes over the 1000 years.</p> <p>v5 &amp; 10: the word ‘crushed’ is found – in the NT, Jesus spends the last night of his life in the garden of Gethsemane – the root word has the meaning to crush.</p> <p>PL mentioned that he had just finished a time of prayer with Jane Gillis and a group of about 30 others praying for ‘Easter in a Box’. Wonderful testimonies from children. Please pray for Jane Gills, Ruthy Lillington, Emelye Chanot and the team as they take the good news of Easter into schools across Bristol.</p> <p>PL welcomed Matt and Jo, Trinity Ordinands observing the meeting and to Mei Yen now back in the UK.</p> <p>Apologies were given and noted above.</p> <p>Chris Brown’s father died last week – the funeral is on Wednesday. Keep the family in our prayers.</p>		

A	MAIN ITEMS			
A1	<p><b>Leadership Clarity Paper 01</b></p>	<p>MP led the item which was to review the next stage of the process of giving clarity to the various leadership structures at CC. Paper 01 brings together all the work done so far on this.</p> <p>The meeting went into 4 breakout groups for 10 minutes to consider the question:</p> <p><b><i>Is this document moving in the right direction?</i></b></p> <p><b><u>Summary of Feedback</u></b></p> <p>Overall, it felt that Paper 01 was going in the right direction, below are some of the observations / questions raised:</p> <ul style="list-style-type: none"> <li>• It would be helpful if the document has version control as we move through iterations of Paper 01</li> <li>• Ruthy (Children’s Pastor) – surprised she is not in the Core Team</li> <li>• Relationship between SC &amp; Core Team - is the Core Team a day to day version of the SC? Difficult to achieve strategy alongside day to day</li> <li>• It would be good to have reporting lines between the various groups</li> <li>• 3 PCC members are elected on SC</li> <li>• How will this be implemented and how will the effectiveness be measured – SMART objectives, communications / reporting</li> <li>• Should there be a PCC summary again on the Friday email?</li> <li>• Gap between leadership and those in the pews</li> <li>• The answer isn’t more communication but the quality of the comms, people do not want to be overloaded with emails etc.</li> <li>• Should we take a step back – look at the vision first and work the groups needed around this?</li> <li>• Values not mentioned in any of the groups.</li> <li>• We can read about how they work but, is this the same as what happens in practice? Are the groups distinct enough? Membership very similar</li> <li>• Positive response to the Vicar within a team and not alone. Although surprised that the Core Team is selected by the vicar and perhaps it would be helpful to revisit that.</li> <li>• How do the interactions between the groups work – could this be shown visually?</li> <li>• Once finalised it would be good to share with the church family.</li> </ul>		

		<ul style="list-style-type: none"> <li>• Core Team has the smallest membership and diversity could be better.</li> <li>• The word Evangelism is missing.</li> </ul> <p>MP thanked everyone for their contributions and advised that more work would be done between now and the April PCC with the hope that it is in a format 'good enough to move on' (G.E.T.M.O!)</p> <p>PL commented that as we continue through this journey it is good to be aware that two of these groups, PCC and SC, are simply given with not a lot of flexibility available whereas there is more internal control afforded to the other two groups.</p>		
<b>A2</b>	<b>2020 Accounts Paper 02</b>	<p>Summary of this paper was led by DN:</p> <ul style="list-style-type: none"> <li>• Paper 02 are the draft accounts and the draft texts to go into the annual report.</li> <li>• Due to the full audit of the accounts they are behind were they would normally be at this stage in the year.</li> <li>• Main messages already given in last two meetings with nothing significant to add now.</li> </ul> <p><b>Questions taken:</b></p> <ul style="list-style-type: none"> <li>• PS: fundraising for RENEW – the target appears to keep changing. DN – the accounts are a snapshot in time, so it is difficult to pin down as the remaining funds needed is constantly changing e.g. Contractor Kitto – have saved us money, Edris legacy is coming</li> <li>• We budgeted for £60k – now £75k has been confirmed.</li> <li>• GS: it would be good to get a steer from PCC about the cost of the carpets (£30-35k).</li> <li>• JB: What will the full audit cover in contrast to the usual independent inspection? DN: just to note it will be at a higher cost than the usual annual check and the audit involves for example asking Mark to provide photographic evidence of assets not just a look at the books. Essential difference is the numbers are interrogated e.g. salaries – checks on each member of staff, contracts in place, salary represents the agreed role etc. a detailed forensic look at the numbers. The last full audit was in 2013.</li> </ul> <p>Enormous and grateful thanks to MP for all the time this is taking and to DN for his having his steady hand on our church accounts.</p> <p>The Finance Team will be seeking approval of the Report and Accounts from the PCC at the next meeting.</p> <p>PL brought a recommendation from HG and Standing committee to reverse engineer one of our grant applications for RENEW. At the time they were first</p>		

		<p>submitted we were looking at a deficit of c£300k – one of the grants was for £200k. We now don't need anything like this, and HG advises that it may count against us when they come to ask about our shortfall if it is much lower than what we have asked for. They would respond better to us being transparent.</p> <p>The suggestion is to go back to this funder and tweak our plans i.e. add in core costs and the costs for carpets and request more specific amounts.</p> <p>DN added that part of this application might be to include costs for a Centre Manager for a couple of years. This would give us the opportunity to see how this post works and whether it is sustainable or not.</p> <p>Some questions, surprise and concerns were raised about this (GS, JB, JH, SW) and some discussion followed, however due to HG not being at the meeting and the level of uncertainty as a result, the PCC could not make a decision. PL agreed to ask HG to draft a paper, when she is well enough, to make sure we have completely understood this. The decision will then happen offline via email.</p>	PL to speak with Hannah to write a paper giving her advice & experience	ASAP
<b>A3</b>	<b>Update on Vision Process</b>	<p>MP gave a brief update on the process the Core Team are working through to bring some clarity to our vision.</p> <p>The team are using a book written by Patrick Lencioni "The Advantage: Why Organisational health trumps everything else in business" (although this is a business book, Patrick is a Christian and is great communicator and thinker). The book poses 6 critical questions for organisational clarity:</p> <ul style="list-style-type: none"> <li>• Why do we exist?</li> <li>• How do we behave?</li> <li>• What do we do?</li> <li>• How will we succeed?</li> <li>• What's most important right now?</li> <li>• Who must do what?</li> </ul> <p>The team are about halfway through the process and will bring back something for the PCC to consider at the next PCC meeting.</p>		
<b>A4</b>	<b>Transforming Church Agenda Paper 03</b>	<p>PL led this item and gave the meeting a summary of what the Transforming Church agenda is about:</p> <ul style="list-style-type: none"> <li>• Transforming church is both a National Church and a local Diocesan process.</li> <li>• The Church of England is entering its most radical upheaval possibly since it began in the late 1530's.</li> </ul>		

		<ul style="list-style-type: none"> <li>• At a National level, conversations are being had regarding the number of Diocese (reduction up to a half)</li> <li>• For the first time in CofE history, suffragan bishop posts are being suspended as they retire or move.</li> <li>• Mass redundancies of stipendiary clergy as likely</li> <li>• Bristol Diocese are going through a similar process of revisiting their vision and are consulting church members</li> <li>• Every member of every church can complete the online questionnaire / and any resident can also complete the questionnaire which would give an outsider's view.</li> <li>• PL shared one of the questions - <ul style="list-style-type: none"> <li><b>Please prioritise the following in order of importance in the future:</b> <ul style="list-style-type: none"> <li>- Supporting people</li> <li>- Worship</li> <li>- Equality and justice</li> <li>- Caring for the environment</li> <li>- Helping people follow Jesus</li> <li>- Providing safe places in communities</li> </ul> </li> </ul> </li> <li>• Needs to be completed by Easter – working groups will be coming out of this.</li> </ul> <p>AG asked if we are encouraging members of the church to complete this – could it be an opportunity of outreach to our community by asking those in the parish to complete it? PL answered yes to the first and said we will have to ponder the second but thanked AG for the idea.</p>		
<b>B</b>	<b>STANDING ITEMS</b>			
<b>B1</b>	<b>Approval of minutes Paper 04</b>	Minutes of the meeting on 27 <sup>th</sup> February 2021 were noted and approved.		
<b>B2</b>	<b>Review of PCC action tracker Paper 05</b>	<p>Members to review the trackers and note any actions against their initials. We all need to be encouraged to move it forward.</p> <p>Some comments followed from JB about trying to drive some of these actions forward as it is currently not working very well. JH added some helpful suggestions such as adding another set of initials to each action owner so that there is assistance available to them.</p> <p>PL suggested that it is put on the next SC agenda to review it.</p>	Tracker to be added to next SC Agenda	Next SC meeting

B3	Paul's Points	<p>Reminders:</p> <p>1) Holy Week – Mon-Sat prayers throughout the week, morning, midday and evening. Monday reading through Isaiah 53 then Tues-Sat, morning and evening reading through Matthew's account of Jesus' journey from Gethsemane to Grave.</p> <p>Looking for people to lead the 12 sessions. Encouraged members of PCC to lead either a morning or night session.</p> <p>2) Change to corporate prayer – move away from our current first Monday of the month and to join a city-wide initiative called <b>One Church One Day</b>. Led by Silas and Annie Crawley the aim is for one church to take one day a month and to pray for 24 hours over and for the city of Bristol. CC have taken the 2<sup>nd</sup> Thurs of the month. Katharine and Richard Hill are leading this. Launches Thurs 8<sup>th</sup> April.</p> <p><b><i>[at the time of writing these minutes, all 24 hour slots had been filled]</i></b></p>		
B4	Warden's Points	<p>GS: 1) as we move forward with RENEW – we will be looking for PCC to sanction how we are going to be using this space – we want it to be used, we want to bring people in but also retain aspects of it being a space for God. JH and Mike Innes are working on a draft memorandum of understanding based on some work by John Truscott re. how you use space within a church space.</p> <p>PL is having conversations with historic users of the crypt and seeking their hopes and dreams for the building.</p> <p>2) Re. the longstanding issue of the external defibrillator – it now has diocesan approval – it has gone for planning permission. Hopefully it will be in place at around the same time as the Church reopens.</p> <p>CS: as a follow up to what PL was saying about the transforming church agenda and the talk by Ed Shaw – the diocese is holding 2 specific conversations for the LGBTQ+ community about how they fit into our church and how we can be helpful to them.</p>		
B5	Operations Manger's Points	<p>Schedule of dates for future PCC meetings have been resent.</p> <p>Make sure the dates are in your diaries.</p>		
B6	Safeguarding Update Paper 06	<p>Sara Wadsworth outlined how the PCC fulfils its Safeguarding Responsibilities:</p> <ul style="list-style-type: none"> <li>• PCC has overall responsibility but are delegated, some to PSOs and others to the Operations Manager (MP). These roles are both accountable to the PCC.</li> </ul>		

		<ul style="list-style-type: none"> <li>• Paper 03 outlined the 6 responsibilities</li> <li>• The annual review of the Parish Safeguarding Policy and Guidance is still outstanding. They will be updated and will be circulated via email for PCC sign off.</li> </ul> <p>Questions:</p> <p>JB: 1) can we confirm that the insurance is in place and being managed correctly? A: MP – yes, it is.</p> <p>2) Re. training – what is the number for those with outstanding training? MP to report back at a future meeting once he has been able to check the database. Training is problematic and was so even before Covid for various reasons. It will hopefully be easier to do if the online training can continue.</p> <p>RA: are there things that people not trained are not allowed to do? SW – there are different levels of training, but the majority of the volunteers need the C1 training – refreshed every 3 years. The ultimate sanction if an individual is resisting training, is that they would no longer be able to carry out the role.</p> <p>Grateful thanks to Sara and the other PSO's for all their hard work.</p>	SW to issue Policy and Guidance for PCC approval and sign off	ASAP
	<b>Date of next meeting</b>	Monday 26 <sup>th</sup> April 7.30pm (on zoom)		
	<b>Prayer</b>	The meeting ended in prayer remembering specifically for the Browns.		

**Future Meetings:** Mon 26<sup>th</sup> April, Mon 24<sup>th</sup> May (APCM), Sat 12<sup>th</sup> June, Mon 28<sup>th</sup> June