



PCC MINUTES

Minutes of the meeting held at 7.30pm on Monday 26th February 2024

STATUS
Approved
18.03.2024
(Public)

Present	Barney Collins, Mei Yen Furey, Danish Gill, Andrea Jeanneret, Janet Lee, Paul Langham, Suzannah Mason, Philip Miles, Mark Orriss, Mark Parsons, Tavi Price, Jack Reed, Hannah Rodgers, Chris Shaddick, Dave Vernon, Kamran Zahid
Apologies	John Butler, Mark Ellis, Cluff Noon, Di Noon
Minutes	Tavi Price

A	INTRODUCTORY ITEMS
A1 Apologies	Noted as above
A2 Conflicts of interest	KZ – if anything related to 7CC comes up then this will be a COI.
A3 Prayer and Worship	PL welcomed the meeting and invited each member to share a praise and prayer point.
B	BIG AGENDA
B1 SLT Update Paper 00	<p>An update on how the SLT is meeting the present challenges without CB and thoughts on future staffing needs.</p> <p>All the staff are under a significant amount of pressure and PL singled out JL – who is part-time and unpaid.</p> <p>Nick Carter has been brought into SLT – makes sense given the circumstances and good exposure for him given his future plans.</p> <p>A confidential paragraph has been removed from the minutes at this point.</p> <p>SLT is anticipating that Nick will be selected for ordination training to start in September, although this is by no means certain. SLT trying to pre-empt Nick leaving in the summer and for cover to be in place before then.</p> <p>The Personnel Team and Standing Committee have looked at recruiting the following two roles:</p> <ul style="list-style-type: none"> • A full-time Facilities Manager • A part-time Office Administrator Full time Facilities manager <p>They would like to recruit as soon as possible for a good handover.</p> <p>Questions were then raised and discussed regarding the above roles such as finance, duties involved particularly with the facilities manager. MP responded on the finance having done some rough calculations and believes that if Nick does leave in the summer the two posts being advertised above could be covered within this year’s budget surplus.</p> <p>A third possible role has come about by looking at what are we missing and in particular what Nick has done and therefore will also be going with him.</p> <ul style="list-style-type: none"> • Volunteer and discipleship lead

	<p>Proposal: The PCC endorses the direction of travel outlined in the paper “Staffing needs for Christ Church Clifton in 2024” and tasks the Standing Committee, Personnel Team and Finance Team with developing a fully costed proposal for the Facilities Manager and Office Administrator roles, for discussion and approval at the March PCC.</p> <p>Proposed: JL Seconded: DG All in favour</p> <p>All PCC members need to be praying for the roles to be filled with the right people.</p>
<p>B2 Ministry Review</p>	<p>Feedback from individual PCC members (Deferred from January)</p> <p>AJ reported:</p> <p>Spear</p> <ul style="list-style-type: none"> • coaching – progressing well. • met with Issy – now a team of 3 (Fleur & Leslie well) • it is being promoted well at the job centers. • they are working very hard. • AJ would like to find a way to bless the 3 of them – ideas welcome. • they are working very hard giving out to these young people. <p>Torch</p> <ul style="list-style-type: none"> • evangelistic arm of Spear as there is no overt evangelistic aspect of the Spear programme itself • it is a pre-church Youth Group • meeting young people where they are at • how they are recruiting – practical help • need to make sure safeguarding and processes are completely sound. • being run by Emelye and other volunteers. <p>Important <i>note</i> - Leslie – is changing back to her African name - Anjola.</p> <p>PM reported:</p> <p>World Mission</p> <ul style="list-style-type: none"> • CC support 2 couples Jock and Katy Hughes – 34 years as Wycliffe bible translators – Indonesia language Dobel – translators are not warmly welcomed but still they continue. • Julian & Catherine Shelton – Southern Russia language – Yaka speaking people. Living and working in Bournemouth as they can no longer work in Russia - next meeting being held in Turkey, they have made great progress and have just finished translating the book of Ezra. • Tearfund – CC has been a great supporter for many years and especially the diocese of Kitcombe, long time project that started 30 years ago of supporting 7 people for ministries. <p>KZ Reported:</p> <p>Kids Church</p> <ul style="list-style-type: none"> • Ruthy – main concern is just for more volunteers – not just parents of the kids would be so welcomed – such as young people and students. • Tearfund – Melodies of Hope Concert • Being the bridge between those who do and those who don’t have faith. • Please pray and support it even if you can’t attend – buy a ticket!

	A time of prayer followed thanking God for these ministries and asking God for his provision within each area.
C	OTHER ITEMS
C1 Annual Meeting Planning Paper 01 Paper 02	<ul style="list-style-type: none"> • Update on elections at the Annual Meeting 2024 – if anyone needs to step down please let MP know ASAP. • Proposed PCC dates for 2024/25 were shared - add the PCC dates to the diary. • Christmas social removed but social added to June PCC weekend – intention is for staff to be included in this. • APCM – 19th May
C2 Approval of Minutes Paper 03	<p>Minutes of the meeting on 29th January 2024 for approval</p> <ul style="list-style-type: none"> • One challenge section B3 - property team report PM – addition to be added is: “Philip Miles requested an explanation of the planning permission that was being sought. Mark Parsons replied that it was just a tidying up of the status of the first floor flat.” • Once adapted the minutes are approved
C3 Review of PCC Action Tracker Paper 04	<p>PL went through the Action Tracker - many actions had been completed or moved forward – MP to update the tracker for the next meeting.</p> <p>Still no Treasurer – a few people being approached – does not need to be a finance whizz or accountant – they do need to be able to present the financial reality to the rest of the church family confidently.</p> <p>All PCC members have now completed their mandatory safeguarding training.</p>
C4 Safeguarding Paper C5 Paper C6	<p>PL first gave an update:</p> <ul style="list-style-type: none"> • Valerie Groves has given her notice and is stepping down as PSO - grateful thanks for all her work over many years • Ideally a woman to be recruited to replace Valerie <p>Review of the Safeguarding Action Plan (Paper 05)</p> <p>HR went through the action plan and went through the outstanding actions</p> <ul style="list-style-type: none"> • Review action tracker - this is now minuted that the action plan has been reviewed by the PCC • Responding to Concerns or Allegations – no formal procedure in place yet - HR working with PSOs to action this. • The PCC needs to review their policy regarding the recruitment of ex-offenders – paper reviewed in next item. • PCC members to complete training – just one final official confirmation and this action is complete. • Need to check that for Kids church / toddler groups etc all personnel have their safeguarding training up to date and risk assessments are being done, Junior Youth Club and Tuesday toddlers to be added under church activities. • AJ asked a question about events – such as Mighty Women of CC – should a risk assessment have been done? MP – best practice for all events to have a risk assessment. • safeguarding tracker to be brought to PCC each quarter.

	<p>Approval of the Fair Recruitment of Ex-Offenders Policy (Paper 06)</p> <p>PSO's had some comments on the paper – HR went through them with the PCC – no-one had any disputes with these.</p> <p>One change to be made - Can review date be every two years, not every year.</p> <p>HR to report back to PSOs. PCC took a vote on the policy.</p> <p>Proposed: HR Seconded: MO</p> <p><i>Unanimously carried</i></p> <p>Our thanks to HR for all her work in this area – much appreciated.</p>
<p>Review of the meeting / actions / confidentiality</p>	<p>Thanks from Janet to those who helped set up the meeting – it does makes a difference</p> <p>Actions:</p> <ul style="list-style-type: none"> • B1: SC, Personnel and Finance Teams to develop staffing proposal for March PCC • C1: Put PCC meetings into your diaries. • C3: MP to update Action Tracker. • C4: HR to report back to PSOs. • All be praying/asking for the roles of Treasurer and PSO to be filled. <p>Next meeting: Monday 18th Mar 7.30pm</p>

Future Meetings:

- Monday 18th Mar (Big Agenda)
- Monday 22nd Apr (Detail)
- Sunday 19th May (APCM)