



PCC MINUTES

Minutes of the meeting held at 7.30pm on Monday 23rd September 2024

STATUS
Approved
21.10.2024
(Public)

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

A	INTRODUCTORY ITEMS
A1 Apologies	Noted as above
A2 Conflicts of interest	Item B1 – CB (Life Events Administrator)
A3 Prayer & Worship	JL led us in a time of prayer and opened with a passage from Colossians 3: 12-17, 4: 5
B	BIG AGENDA ITEMS
B1 Staffing Update Paper 01	<p>MP led the item giving the update from the SLT re. staffing.</p> <p>Proposal that Emelye Chanot’s contract as Youth Pastor is extended for a further 2 years and that her role profile is updated accordingly.</p> <p>Proposed: DG, Seconded: CN</p> <p>Carried unanimously</p> <p>Proposal for PCC to retrospectively approve Sophie Couper’s appointment as Children’s Ministry Team Administrator, which was made using the flexibility agreed at the July PCC.</p> <p>Proposed: ME, Seconded: MO</p> <p>Carried unanimously</p> <p>Following discussion, we propose offering Nick Carter a new 2-year 0.5 FTE contract in the role of Student and Young Adult Pastor to oversee and support our work with young adults and re-ignite our work with students.</p> <p>Proposed: AJ, Seconded: KZ</p> <p>Carried unanimously</p> <p>SM suggested there is a tight job description for Nick to ensure his boundaries are clear and manage expectations.</p> <p>Regarding Facilities Manager & Church Administrator posts, the PCC was asked to continue to allow flexibility as we seek to recruit suitable people to work in these areas. MP met with someone who showed interest in the facilities manager – 1 day a week. A job description for a more senior administrator is being put together</p> <p>Proposed: MYF, Seconded: JB</p>

	<p>Carried unanimously</p> <p>Due to a conflict of interest, CB stepped out for this item.</p> <p>We propose asking Esther Brown to act as Life Events Administrator on a temporary basis, on an hourly pay rate, nominally for one-day per week (0.2 FTE) but with the ability to increase this when required (e.g. the week before a wedding)</p> <p>Review how it's going at November PCC. Personnel team to propose how this is communicated to the wider church family.</p> <p>Proposed: TP, Seconded: DN</p> <p>Carried unanimously</p> <p>CB returned to the meeting.</p>
B2 Access Improvements Paper 02	<p>The current access ramp at the front of the church is not compliant with accessibility standards and is a safety risk. This has been the case for a very long time and we are only fortunate that no major accidents have happened.</p> <p>There is only a rail one side and there is a camber on the slope</p> <p>Our appointed architect has given a fee proposal of between £2,400 - £3,300 to design a compliant access ramp and take the project up to planning.</p> <p>This is in response to a full accessibility audit. This item was discussed at length and then proposed.</p> <p>Proposed: JL, Seconded: AJ</p> <p>Carried unanimously</p>
B3 Oakfield Road	<p>Update on the transfer of the Oakfield Road funds. We are just querying the language of the proposed deed of transfer as the proposed wording from the Diocese is ambiguous and needs some more information to be included. But we are nearly there. Pray for final completion.</p>
B4 Confidential	THIS ITEM IS CONFIDENTIAL and notes of it have been removed from the public minutes
C	OTHER ITEMS
Approval of Minutes Paper 03	<p>The minutes of the meeting on 15th July 2024 were approved with the following comments:</p> <ul style="list-style-type: none"> Item A3 – MF noted that Moniek Koster had used the phrase “voluntary contribution” whereas the minutes refer to a rental holiday. Item E1 – JR has confirmed that the discussion recorded in B1 from the minutes of the July PCC meeting should remain confidential. <p>Matters arising:</p> <ul style="list-style-type: none"> Pre-school Trustees are meeting the day after the PCC meeting and are looking for a decision on their request for a rental holiday, made in July. The PCC agreed to defer this decision until the October meeting and asked the Finance Team to bring a proposal to that meeting. CB is stepping down as a Foundation Governor of Christ Church Primary School. Can we all be thinking and praying for someone to replace CB.

<p>Appointment of lay members to the Standing Committee</p>	<p>DG and SM have agreed to re-stand for the lay positions on the Standing Committee. Proposal: DV, Seconded: MYF <i>Unanimously carried</i></p> <p>KZ asked for clarification on how the Standing Committee works and how decisions made on behalf of the PCC. He felt that sometimes matters are discussed that he would like to have had input into. He asked if the role of the Standing Committee could be reviewed.</p> <p>MP cautioned doing that, as although not perfect, the SC works well and like the other subgroups is needed to streamline the decision-making process of a large group like the PCC. The SC has a clear remit outlining what it can and can't make decisions on.</p> <p>KZ to bring a couple of examples of decisions made that he would have wanted the wider PCC to have had sight of/input into.</p>
<p>Safeguarding</p>	<p>JB: Need to review the Safeguarding Action Plan at the next meeting</p>
<p>Review of the meeting / actions / confidentiality</p>	<p>Review of the meeting: A question was asked - can we start a bit earlier? However general consensus was that this is not really possible.</p> <p>Documents presented were helpful and thorough – Thanks to MP for this.</p> <p>JL closed the meeting in prayer.</p>

Future Meetings:

21st Oct (Detail), 25th Nov (Big Agenda), 27th Jan (Detail), 24th Feb (Big Agenda), 24th Mar (Big Agenda)