



PCC MINUTES

QUARTERLY BUSINESS MEETING

Minutes of the meeting held at 7.30pm on Monday 13th July 2026**STATUS**Approved
28.09.2026
(Public)

Present	Jon Bowden, Rev Chris Brown, Alyssa Carey, Alex Creavin, Phil Douglas, Jen Ellis, Claire Harman, Rev Janet Lee, Di Noon, Cluff Noon, Mark Orriss, Mark Parsons, Sam Pictor, Hannah Rodgers, Rev Matt Southcombe, ,Gaye Senior-Smith, Chris Shaddick, Rebecca Wattiau, Kamran Zahid Total number of present members: 19
Apologies	David Daniels, Danish Gill, Andrea Jeanneret
Guests	
Minutes	Claire Haman

A	INTRODUCTORY ITEMS
A1 Apologies	Noted as above
A2 Conflicts of interest	None reported
A3 Prayer and Worship	PRAY - Phil 4v4
B	SUBGROUP REPORTS
B1 Finance Team Paper B.01	The General Fund is at a surplus, as at the end of Q2 (£29k). We are ahead of budget with giving, and significant one-off gifts (of £10k or more). Oakfield Road income will be similar to last year. We will be looking to increase communication of increasing giving across all three Gatherings in the autumn. AC: how can we increase visibility for children and visitors? Agreed by the group and we discussed different considerations for the Autumn
B2 Buildings Team Paper B.02	Considerations to be brought to the PCC for a focused discussion around 60 Clifton Park Road. • Finance Team to consider return on investment for the next 10 – 40 years. What does the investment look like? • SLT to consider the right size of the property for an Associate Vicar • MP to speak to the former Property Team members to assess their appetite for taking on this work. Alternatively, we could use a third party / go to tender, to give others a fair chance. It was also noted that this consideration is right to sit with the Finance Team at this stage, rather than the Building Team. Cost considerations are outside of the Building Team remit. Discussed membership of Buildings Team & Property Team. Discussion of additional bike storage at church – MP to look into with HG.

B3 Property Team	Team is currently dormant
B4 Risk Management Team	Team is currently dormant
B5 Personnel Team Paper B.05	Helen Parsons started in the Executive Assistant role Four applications for Children's and Families Pastor were received – two candidates have been shortlisted and SLT hoping to interview this week, ideally with appointment before New Wine. We must ensure Tomasita is felt valued as and when she moves on, but ensure the new person is able to make their own way. Tomasita is aware we are advertising and actively recruiting. Standing Committee to review subgroup membership.
B6 Safeguarding Paper B.06	To include the approval of the Safeguarding Policy, which includes a review of email addresses and external links. • Timeline for responding to be included - JB looking for guidance from Diocese of Bristol on this • Roles & Responsibilities to be reviewed and further considered • Check that we are using the most current Diocesan template for the Safeguarding Policy Diocese are looking into accessibility and ease of understanding of the documentation – can we simplify our approach and look to adopt the CofE policy? Update the safeguarding posters to ensure they are accurate. Safeguarding Sunday: 15 November 2026 We need to consider the audience – what is the definition of an Activity Leader? Does it apply to Small Community Leaders? PSOs to consider teams and leaders to ensure that everyone is captured. How to ensure that people are taking responsibility on board? Proposed by Janet / Seconded by Alex Unanimous in favour of adopting the policy with the suggested changes for the next 12 months.
C	LEADERSHIP REPORTS
C1 Churchwardens Report Paper C.01	All gave thanks to MO and DN.
C2 Standing Committee Report Paper C.02	Fundraising for the accessible ramp to be considered sooner rather than later – JE has done some research but needs more detail.
C3 SLT Report Paper C.03	Anything to be aware of, despite all the green in the RAG report? Volunteer Teams are small and need to be considered. We need to constantly look for future leaders. Full list of Small Community membership in ChurchSuite – members do change though. Small Communities – audit carried out in April 2026. Ensure that the leaders are there to be a “catalyst for community”. Ensure that there is understanding about what a Small Community is; move to calling them ‘Life Groups’ and a definition of what it is. Empower groups to gather people without having to go through the Church Office. Get every group on

	a map and website. Show a culture of who we are – we'll take anyone at any stage. It's a different culture to what we've been used to in the past. 18 groups / 190 registered on ChurchSuite Who else is missed out of the list? Can there be a request for the leaders to confirm their groups? Missing a centralisation of life group admin – need to get to a position of every leader going “when I need support, this is where I go” Consider having 2-3 groups supporting each other together Priority for Autumn Term.
D	THE TERM AHEAD
D Rebranding Paper D.01	Approval of proposal to work with <i>Amperative</i>. <i>Amperative</i> were chosen for their wider team, their experience, their options (they show us five concepts), and their price. We will do the Discovery Phase first and then could instruct them to complete the project later. The PCC is asked to: 1. approve the appointment of <i>Amperative</i> as the preferred agency for the Christ Church Clifton rebranding project; 2. authorise expenditure of £11,515 + VAT for the Discovery and Brand Identity phases; 3. note that any subsequent website development or additional design work will be brought back to the PCC for separate consideration once the Discovery Phase has confirmed the scope and requirements. Proposed by: Hannah Rodgers Seconded by: Rebecca Wattiau In favour: Unanimous
E	STANDING ITEMS
E1 Approval of Minutes Paper E.01	6 th June and 22 nd June Minutes approved
E2 Review of PCC Action Tracker Paper E.02	Update PCC Actions Tracker – 27/04 ChurchSuite access for PSOs – 27 April (not with GSS)
Review of the meeting / actions / confidentiality	What went well: Nice to start with worship, well written agenda, PSOs in PCC, CB summarising as we went along. Well attended Improvements: It would be good to have meetings with people on the subcommittees <u>ACTIONS</u> • All PCC members to investigate subgroups and consider joining <u>Buildings</u> • Finance Team to consider ROI for the short, medium & long term • SLT to consider the right size of the property for an Associate Vicar • MP to speak to Mike to assess appetite for completing the work <u>Personnel</u>

	• Standing Committee to consider membership and leaders of subgroups • MP to send round members and subgroups for PCC to consider • EcoGroup to be considered – where does it sit <u>Safeguarding</u> • MP and PSOs to work together to adopt CofE guidance, and look to get ChurchSuite or Teams access • SLT to audit groups and expectations of learning • Safeguarding Group to meet before next PCC in September
Points to Note	Conflicts of interest to record: CB is a resident of 60 Clifton Park Road Items: Kids Pastor is confidential until further notice Communicate out: Small group leaders WhatsApp group

Future Meetings:

Monday 28th September, 7.30pm - Big Agenda
Monday 19th October, 7.30pm - Quarterly Business Meeting
Monday 23rd November, 7.30pm - Big Agenda
Monday 25th January, 7.30pm - Quarterly Business Meeting
Monday 22nd February, 7.30pm - Big Agenda
Monday 15th March, 7.30pm - Big Agenda
Monday 26th April, 7.30pm - Quarterly Business Meeting
Monday 28th June, 7.30pm - Big Agenda
Monday 19th July, 7.30pm - Quarterly Business Meeting

Sunday 23rd May, APCM

PCC Weekend 2027

Friday 11th June, 7.30pm
Saturday 12th June, 9.30am – 4.30pm