



All Saints' Church

Preston on Tees

**Minutes of the PCC Meeting on Monday 19 January 2015,
19.30 at 22 Dunottar Avenue, Eaglescliffe, TS16 0AB**

	Present	Action
	Terry Doyle, Lucy Falcus, Mark Harrison, Karen Killick, Jenny Lewis, Stuart Main, Bruce Merrick, Sarah Pocock, Pam Rushton, Margaret Vaughan, David Warren. <u>Chair:</u> John Lambert	
1	Opening Reflections and Prayers John Lambert led reflections on Acts Ch.13; asking the PCC to reflect on David and his characteristics. Noting Acts 2 v 30 (David as a prophet); Acts 13 v22 and v 36. What would it look like if the “current congregation /PCC” were “serving God’s purpose in this generation” – How would trying to live this out shape our vision? The meeting split into small groups to pray.	
2	Apologies Gill Clayton, John Littlehailes, Staff management team observer.	
3	Approval of minutes of the meeting of 15 December 2014 The minutes of the meeting of 15 December were approved (10 for, 2 abstentions).	
4	Correspondence No correspondence was noted.	
5	Matters arising not covered elsewhere in the agenda	
5.1	Treasurer role: Terry updated the PCC that as yet no one had agreed to take on the role of treasurer. The tasks of payroll, recorder, gift aid and utilities do have people assigned to them.	
5.2	Photocopier: Stuart updated the meeting that the installation of new copier was imminent. Codes would be issued for key users to access colour photocopying capability.	
6	Safeguarding	
6.1	Karen Killick reported to the PCC that in recent weeks the local media had contained information that Andrew Duffell (former member of All Saints’ PCC 2007/08 and volunteer supporting youth work) had been banned from the teaching profession for life over a safeguarding matter in the public domain. The PCC noted that it was some years since Andrew had been a member of All Saints’. John Lambert advised the PCC that he had reflected on this situation with the current youth worker and Karen (as safeguarding officer) and they had not identified any further action that needed to be taken.	
6.2	Safety of children at 10.30am Sunday coffee: John Lambert advised the PCC that a concern had been raised that at the serving of refreshments after 10.30am Sunday service small children are often in proximity to the hatch (where the hot drinks are) to avail themselves of biscuits. It was agreed for Sandra to be asked to contact the 10.30am coffee rota volunteers asking them to set up children’s refreshments and ALL the biscuits some distance away from	MV → Sandra → 10.30am coffee rota

	the hatch to reduce the risk of accidents involving hot drinks and children.	
7	<p>Financial Update to end 2014</p> <p>Terry circulated draft income and expenditure for 2014 showing a surplus of £10k approx. Income was higher than budgeted in both committed giving (and hence gift aid) and also other income (particularly centre lettings). Expenditure had been contained throughout the year. There had been a modest bad debt sustained in 2013/14 relating to a centre hire booking, Terry would give consideration as to whether it was worth pursuing through the small claims court (if the paper trail was very tight) and whether to alert other churches in the area to the situation that had occurred. Terry was thanked for all his work in getting the draft income and expenditure statement available for this meeting.</p> <p>Terry raised with PCC that Jan had requested an increase to her 2015 budget – in part to purchase additional tables for Messy Church. After discussion it was agreed that the table purchase should go ahead - as an extraordinary expenditure item, as the tables would be for the use of all - approx. £600. Jan's budget was to remain unchanged and she be reminded of the request to split out Messy Church costs.</p>	Terry Doyle
8	<p>Deanery Report</p> <p>Lucy Falcus reported back from the recent Deanery synod that had met at All Saints' on 12th January. Papers from the meeting are on the Deanery website www.stocktondeanery.org.uk. Main items had been:</p> <ul style="list-style-type: none"> - The new standing committee and mission and pastoral committee reps had been elected; - A report from the late 2014 General Synod; - Update on 2014 parish share payments (All Saints' had paid in full on time); - Clergy recruitment – Billingham team have appointed Rev Richard Radley – will arrive after Easter; - Rev Derek Rosamond (St Paul's Newtown and Community Priest) will retire in summer. A role will shortly be advertised for Community Priest combined with a new role (funded separately) to support churches in the Archdeaconry engage more strongly in poverty issues; - Schools: Ian Ramsey is now an academy; primary school for Wynyard – aiming to open September 2015 (initially in temporary buildings); - Locality day Saturday 24th – notice handed out with pew sheet on Sunday 18th); - Try Praying initiative launched (see item 9). 	
9	<p>MDT Report</p> <p>Minutes from meeting of 7th January noted.</p> <p>Try Praying: John shared with PCC that there was a plan to hold a 3 week mission project - starting May 10th. Would involve all C of E churches in Deanery but also other denominations. Supporting booklets (adults, young peoples, and children's version) were handed out. The idea of the mission was to work through the booklet in week one – identifying someone to hand the booklet onto. Week 3 to see how that person had got on. Week 3 would culminate in open air service in afternoon on Sunday 24th - Pentecost Sunday - in SPC Parish</p>	

	<p>Gardens – TBC. Micro mission grants from Diocese would be sought to fund buying of booklets to give out in schools that parishes are connected with. For All Saints’ cost of booklets would be £300-£400 -in addition to booklets other advertising material is available e.g. car stickers. The church would fund the booklets although congregation members would be asked to contribute if they wished. The PCC strongly endorsed the plans.</p>	
10	<p>Layout of Church Building</p> <p>John handed out a basic floor plan of the church buildings and a list of possible projects ranging from maintenance requirements to re-ordering works. PCC members provided their initial reflections. A range of views were expressed, including:</p> <ul style="list-style-type: none"> - A desire that our buildings should be glorifying and uplifting – some parts starting to look dowdy; - Re-ordering in many churches is accompanied by a new energy (John Dracup’s church’s experience); - Risk of becoming too inward focussed – how do we use financial resources wisely?; - Difficult to comment as need clear vision for the next 5-10+ years and that will determine how we will need to develop buildings; - Some work needs to happen in a well-planned managed manner – e.g. boiler replacement, windows in church and coffee lounge, improving electrical supply in some areas etc. We would need to do this work ensuring future flexibility is designed in; - Any changes require good communication and sharing of vision; - Would it help to have an architect develop some drawings? - Having a glass door (or panels of glass) in front church door would make the inside of church more visible. <p>The PCC agreed to continue to pray about these matters. Developing the thinking on phasing of key tasks needs to be done. Standing Committee to reflect further.</p>	
11	<p>H&S Policy – Working at Heights</p> <p>Mark Harrison spoke to the proposed amendment to the Working at Heights Policy that gave permission to Jan and Chris Peters to use a specially purchased 6-step ladder to access the top shelves in the storage cupboard. PCC requested that the policy be further amended to make clear that use of the ladder should not happen when someone is a lone worker. The changes to the policy were supported with the addition noted. A wider discussion on working at heights identified that sometimes cleaners might choose to stand on equipment to thoroughly clean – it was important that clear guidelines be given to cleaners (and that appropriate equipment should be provided if they are asked to clean the tops of surface e.g. bookshelves.) Mark to give further thought to this and check up on current best practice guidance about working at heights and the matter to be considered at Standing Committee.</p>	<p>Mark Harrison</p> <p>Standing Committee</p>
12	AOB	

<ul style="list-style-type: none">- PCC members were asked to provide an initial indication of whether they were planning to stand down at April 2015. Terry announced his intention to step down –a couple of other members were considering stepping down. PCC members were asked to consider prayerfully who should be encouraged to stand for next years' PCC.- David Warren raised that the worship team had identified the need for an additional microphone. PCC approved the purchase (£150 approx.) – budgeted from upkeep of services- Stuart Main advised PCC that he had got a quote to prune two of the trees that were overhanging the roof of church centre. The contractor would seek the necessary council approvals. The PCC supported the action but noted that in the past the council had not approved major lopping of overhanging tree branches.- Stuart Main offered to lead the reflection and prayers at the next PCC on Monday 16.02.15.	
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