



All Saints' Church

Preston on Tees

Minutes of the PCC Meeting on Monday 19th June 2017

19.30 at 22 Dunottar Avenue, Eaglescliffe, TS16 0AB

	Present	Action
	Kay Adeboye, Jennifer Brown, Lucy Falcus, Lawrence Gnanaraj, Martin Howard, Kathie Lambert, Sue Levan, Stuart Levin, John Littlehailes, Pamela Rushton, Richard Spratt, Ian Taylor, Margaret Vaughan, David Warren. <u>Chair:</u> John Lambert	
1	Opening Reflections and Prayer Lucy Falcus read to the PCC Psalm 118 vv5-21. She felt this was especially valuable in the light of the spate of dreadful events lately: "The Lord is my strength" – "You are my salvation". She then led the singing of MP 825, 'Faithful one' and the PCC prayed. They gave thanks that God is in charge, that He knows what is happening, knows the past present and future. When everything seems adrift, He is unchanging, and we asked his guidance for our leaders. We prayed that God would transform the lives of those who do not know Him, that their lives would be transformed, and that they would turn from evil. We prayed for the survivors of the Grenfell Tower disaster, and that finding they have nothing to hold on to, they would turn to God. Psalm 11 shows David, at a comparable time of violence and trouble praying "what can we do?" We pray that you will teach us how to respond, what to say, when to be silent.	
2	Apologies for Absence Karen Killick, Sarah Pocock, Simon Honeywell.	
3	Minutes of previous Meetings Minutes of the meeting of 15 May were approved, with all in favour save three abstentions for absence. Notes from the EPCM were approved with one amendment: all in favour save for one abstention.	John Littlehailes
4	Correspondence A letter from David Emerton and Debbie Bunford about the Children's and Families' Outreach Worker was received by the PCC. The benchmarking for salary for this post is well in hand. The PCC agreed that nearer the time of the six-month review it would be entirely appropriate for the C&FOW to share with the PCC her work with the puppets.	
5	Matters Arising (not covered elsewhere) None	
6	Financial Update The financial position looks very promising: the envelope giving is significantly above budget. Praise was given to God for the healthy state of our funds. The signatories are now in place for the bank accounts, but Barclays requires us, if we continue with a double signatory system for cheques, to implement double signatures for the online banking: a change of policy. This creates	

	<p>problems for the Financial Team. It was therefore proposed by Lawrence Gnanaraj (seconded by Pamela Rushton) that we move to a single signature for both accounts with agreed associated safeguards: double signatures on cheque stubs and a counter-signatory verifying, monthly, the bank statements. Passed, with all in favour.</p> <p>The Pension enrolment proceeds. Both the Youth Worker and the Children's and Families Outreach Worker have signed up, and this will be paid through the payroll system from June.</p> <p>Terry Doyle wishes to hand on the Payroll function. John Belmont has offered to take it on, as has Shiromi Davison, and they are discussing who will do so.</p>	<p>Kathie Lambert</p> <p>Margaret Vaughan</p>
<p>7</p>	<p>Safeguarding.</p> <ol style="list-style-type: none"> 1) Application Forms for DBS were passed by Jennifer Brown to members of the PCC. When completed (and the urgency of this task was emphasised) they are to be passed to Sandra Griffiths for checking. When Certificates are received, these are to be shown to John Lambert. 2) The Diocese strongly advises that C1 and C2 training are now made compulsory for all those with contact with children, youth and vulnerable adults, however remotely. (C0, the online version is not appropriate). It has, however passed to individual PCCs the decision as to whether to make it compulsory, and the extent of the training. After a lengthy discussion, the PCC felt that where members of the church already had had the training (as in the case of NHS employees and teachers) they would not be required to undergo the training again. 3) Jennifer Brown will produce for the next meeting lists of those for whom the training is required. The whole PCC thanked Jennifer for all her work in resolving many issues before they came to them and her continuing work to ensure compatibility with the diocesan guidance. 	<p>PCC Members</p> <p>Jennifer Brown</p>
<p>8</p>	<p>Wardens' Update</p> <ol style="list-style-type: none"> 1) Lightning Conductor. Karen Killick has been getting quotes for the replacement of our present conductor. The best quote has been from Taylor Hastwell Steeplejacks: for £1,280 +VAT (£1,600). Proposed by Martin Howard: "That we proceed with this quote, the work to be done over the Summer." Seconded by David Warren; All in favour. 2) The boiler in the kitchen has been giving problems for some time. Several quotes are being looked at by the REACH group. Martin asked if the PCC was in favour of replacing the boiler over the summer. A final proposal (of the order of £1,500) would be brought to the PCC at the July meeting 3) The flats in Church House are in a state of flux. We are looking for tenants for each of them as the tenancies come to an end, and particularly for a commercial let. Matt Falcus has volunteered to take responsibility for the flats off the Wardens, freeing them for other tasks. 	<p>Karen Killick</p> <p>Martin Howard</p>

<p>9</p>	<p>Health and Safety</p> <p>1) In the light of Kevin Webster’s frequent prolonged periods away, Jonathan Backhouse (who is a self-employed H&S Consultant) has volunteered to take on the role for us. Kevin will continue to help when he is available.</p> <p>Proposed by Martin Howard that Jonathan takes on this role. Seconded by Jennifer Brown. All in favour.</p> <p>2) On Friday 9 June 2017, a young person fell off a borrowed Segway and broke a wrist. This has been formally reported as an accident.</p> <p>3) A tree surgeon has lopped a branch from the tree near the church entrance to stop children climbing it. A warning notice has also been put on the tree. In the corner, where the fence returns with the driveway, the spikes on the corner panel will be removed to render it safer.</p>	<p>Martin Howard</p>
<p>10</p>	<p>Staff Management Team</p> <p>Charlotte Benjamin has stepped down from the Staff Management Team. Anne Rolfe was approached by John Lambert: she is keen to take on the role, and has extensive appropriate experience.</p>	
<p>11</p>	<p>The role of John Lambert</p> <p>John Lambert circulated to the PCC a paper about his various roles and tasks. A small group, (Lucy Falcus, Pamela Rushton and John Littlehailes) was set up to consider where delegation of tasks would be feasible, and to report back to the PCC with their findings.</p>	<p>Lucy Falcus Pamela Rushton John Littlehailes</p>
<p>12</p>	<p>Parish Share</p> <p>A paper will shortly be issued by the Diocese about the forthcoming Parish Share offers. The reply will be needed by mid-September, so the PCC will need to discuss this at the July meeting. When the paper is available it will be circulated to PCC members for their consideration and prayer before the meeting.</p>	<p>All</p>
<p>13</p>	<p>REACH</p> <p>The report detailing the four phases (with approximate costings) has been received from the Architect. The REACH group has met with David Beaumont, and we must soon agree the report, which will then provide a basis for the required faculties. We need to draw up an “Activity Plan”, to see that the plans as submitted to us are fit for purpose. A copy of the Plan is to be sent to each member of the PCC for <u>prompt</u> review, and they are asked to respond to the REACH team swiftly. The approval is required by the end of the month if we are to achieve our desired timetable. Once approved this will provide a basis for the structural design.</p> <p>The aim is to move as soon as possible with phase 1, and to move to phase 2 next summer.</p> <p>We have a quotation to develop the current design for phases 2-4 for £6,380, plus (recommended) a cost surveyor for £1,000.</p> <p>We have now raised £150,000 in cash and pledges: when Jenny Lewis returns we shall start on the process of applying for grants. The question of lottery funding was again touched on, but no decision was taken.</p>	<p>Church Reordering Group</p>

14	AOB Next Meeting 17 July 2017. Martin Howard offered to lead the opening period of prayer and reflection at that meeting. The Meeting finished with the Lord's Prayer.	Martin Howard
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