



All Saints' Church

Preston on Tees

**Minutes of the PCC Meeting on Monday 21st November 2016,
19.30 at 22 Dunottar Avenue, Eaglescliffe, TS16 0AB**

	Present	Action
	Jennifer Brown, Lucy Falcus, Simon Honeywell, Martin Howard, Karen Killick, Sue Levan, Jenny Lewis, John Littlehales, Bruce Merrick, Pam Rushton, Richard Spratt, David Warren. <u>Chair:</u> John Lambert Visiting: Charlotte Benjamin, Debbie Bunford (Staff Management Team).	
1	Opening Reflections and Prayers The meeting started with prayer, and moved immediately to discussion with the members of the SMT, which will be reported below at the appropriate place in the Agenda, at item 8.	
2	Apologies for Absence Kay Adeboye, Kathie Lambert, Sarah Pocock, Margaret Vaughan.	
3	Approval of minutes of the meeting of 17 October 2016 The minutes of the meeting of 17 October were approved with none against.	
4	Correspondence None.	
5	Matters Arising (not covered elsewhere)	
5.1	558a. We have one seriously interested potential tenant: the Egglecliffe Parish Council will be considering the lease, responding to us by the end of the month. The kitchen needs to be updated, but the potential businessman tenant has need only of a microwave and kettle, so this refurbishment could be delayed. The flat will require deep cleaning. Thanks to a donation, we are able to replace the carpets where needed, (on Friday 2 December) with good quality including a high quality underlay which will deaden sound and help keep the heat in. The PCC expressed its grateful thanks to the donor.	Jenny Lewis
5.2	Cleaner. We are in discussions with Grants about our reservations about their cleaner, though we have no time sheets to support our contention that she has not been working the hours for which we have been paying her.	
6	Financial Update Jennifer Brown distributed income and expenditure statements for the year to date. The finances are in good shape. The congregation will be thanked for their giving in January.	Kathie Lambert Jennifer Brown
7	Safeguarding Jennifer Brown reported that there had been one incident causing concern during the past month. A young child was able to leave the hall unaccompanied at the end of the 10.30am service on Sunday 13 November. He had several times tried to leave the hall, having seen his father on his phone in the foyer, was brought back, but finally managed to leave, unseen. A lock is to be placed on the double doors into the foyer at a height where	Jennifer Brown

	only an adult can use it. Further, with immediate effect children will be escorted back into the church during the last worship song of the service, directly to their parents.	
8	<p>SMT Report and preliminary discussion</p> <p>Charlotte Benjamin and Debbie Bunford talked to the paper from the SMT, giving David Emerton’s apologies.</p> <p>The group had been asked to look at the ministry as a whole, and identified various issues of vision and of resourcing.</p> <p>They felt that</p> <ul style="list-style-type: none"> a) The youth and children’s ministries should be equivalent, and they looked at salaries for comparable full time employees in the children’s ministry. This was difficult, since many posts were for combined youth and children’s ministries, and varied across the country, but their best estimate was given as £22,000 pa. (Felt by some on the PCC to be a bit high for the North East.) b) They felt that more use could be made of the caretaker in setting up and clearing away of the hall for the children’s ministry. c) There can be problems with volunteers, typified by Messy Church, where the volunteers “ebb and flow”. The church needs perhaps to recognise the volunteers and to ask the congregation directly when volunteers are needed. d) They identified an awkward gap between the children’s groups and the youth groups, and wondered if a phased transition was possible. The 9 – 11 group was felt to need teaching and activities more appropriate for them. The problem of this transition is already recognised by both the children’s and youth ministries, and is being worked on. e) The church needs a much more clearly defined job description for the Children’s worker, both in terms of contact time and preparation time and in the targets which the church wants the Children’s worker to achieve. <p>This is a brief summary of a lengthy discussion, and the PCC will meet again on Wednesday 7 December to make progress on what is seen as a very important and urgent issue.</p>	All
9	<p>Boiler</p> <p>Jenny Lewis laid out for the PCC the continuing problems with the boiler in the tower. It will soon need to be replaced. One possibility she has been investigating, in the light of the potential re-ordering of the church, is the replacement of the existing boilers with two, each capable of supplying 75% of the requirements for a new church complex. (The present boiler in the tower is greatly overworked). She has been advised that a better arrangement, rather than the combi-style tower boiler would be to have a boiler and a water cylinder.</p> <p>She is getting quotes from Combi UK, from Gas North Eastern and from Yarm Heating for the options of two boilers in the tower with water cylinder and for a replacement tower boiler and cylinder, and a slim, very efficient boiler to go</p>	Jenny Lewis

	<p>into a niche in the Coffee room.</p> <p>These replacements will give us much better zone control than we have at present.</p> <p>When all the quotes are in, the Church Reordering group will assess them</p>	<p>Church Reordering Group</p>
10	<p>Reordering of the church</p> <p>Jenny Lewis spoke to the plan submitted (too late for the last meeting) by the architect. The through site arrangement for parking has been rejected. There was some discussion of the plan, particularly around the re-siting of the altar. The steering group will be pressing for a more complete report from him. They will be assembling a “need and significance” report for Stockton Borough Council prior to discussion with them. There is concern that the Council may not allow the removal of the vestry for replacement within in the new structure.</p>	<p>Church Reordering Group</p>
11	<p>Revised Budget for 2017</p> <p>Jennifer Brown presented a revised version of the 2017 budget, with figures for various levels of salary adjustments. The PCC agreed that the Living Wage payment already agreed but not implemented should be back-paid to the date of the PCC decision. The budget as revised did not include the full £500 agreed for the AV work, and it was agreed that this should be included.</p> <p>Karen Killick proposed that this should be paid and that the Staff should receive a 1% pay increase for the year 2017, leading to a deficit for the year of the order of £7,210 (in the absence of a further increase in giving).</p> <p>Seconded by Martin Howard. Carried unanimously.</p>	<p>Kathie Lambert Jennifer Brown</p>
12	<p>OAB</p> <p>John Lambert will send to members of the PCC a list of proposed Communion Assistants, asking the PCC to agree or disagree with individual appointments. The PCC meeting for January will be moved to the fourth Monday, 23 January, due to a new date for the Deanery Synod.</p> <p>The date for the Annual Meeting was agreed: Sunday 2 April.</p> <p>Lucy Falcus volunteered to do the Opening Reflections and Prayers at the December Meeting on Monday 12 December.</p> <p>The meeting finished with a Blessing by John Lambert.</p>	<p>PCC</p> <p>Lucy Falcus</p>