



# All Saints' Church

Preston on Tees

Minutes of the PCC Meeting on Monday 19 March 2018,

19.30 at 22 Dunottar Avenue, Eaglescliffe, TS16 0AB

	<b>Present</b>	<b>Action</b>
	Kay Adeboye, Lucy Falcus, Lawrence Gnanaraj, Martin Howard, Karen Killick, Kathie Lambert, Stuart Levin, John Littlehailes, Pamela Rushton, Richard Spratt, Ian Taylor, Margaret Vaughan. <u>Chair:</u> John Lambert.	
<b>1</b>	<b>Opening Reflections and Prayer</b> Lucy Falcus read from 1 Kings 7 (Solomon builds his palace) and moved to 1 Kings 9, where the Lord appears to him with a promise to establish his royal throne forever. We need to follow a similar pattern. We plan work, invite God in and then live and work to his glory, to bring about His kingdom. The PCC moved to prayer on these topics.	
<b>2</b>	<b>Apologies for Absence</b> Jennifer Brown, Simon Honeywell, Sue Levan, Sarah Pocock, David Warren.	
<b>3</b>	<b>Minutes of previous Meetings</b> Minutes of the meeting of 19 February were approved, all in favour.	<b>John Littlehailes</b>
<b>4</b>	<b>Correspondence</b> Rachael Phillips letter about digital evangelism was discussed briefly. A letter from Kate Martin about a Prayer Conference was discussed, and it was agreed to put this in the notice sheet.	<b>John Littlehailes</b>
<b>5</b>	<b>Matters Arising (not covered elsewhere)</b> Thank You letters have been written from various recipients of the Mission Giving. It was agreed that they should be drawn to the attention of the congregation at the APCM.	
<b>6</b>	<b>Financial Update</b> Kathie pointed out that while the giving in one area is below budget, the giving is overall where we would expect it. The Gift Aid is still awaited. There is a question to be worked through on the staff salaries. Staff Training needs a bigger budget. The utilities are being sorted out; 558b utilities remain confused but will soon be under control. Thanks were given to Kathie and the team for their work.	<b>Kathie Lambert</b>
<b>7</b>	<b>Safeguarding</b> Jennifer was unable to attend the meeting. The appointment of a successor was discussed. Six names were proposed at the meeting: there was discussion about the role or roles demanded by the job in a congregation with a large number of children. It was suggested that some of the administration could be undertaken by someone other than the Safeguarding officer. It was agreed that John Lambert, Kathie Lambert and Pamela Rushton should each approach two of these possible candidates.	<b>John Lambert Kathie Lambert Pamela Rushton</b>

8	<p><b>Wardens' Update</b></p> <p>Martin Howard outlined the current position: the wiring in the garage has been taken care of, allowing clarity in the utility billing. The Terrier is being updated. PAT testing is being conducted on a rolling system. The question of deputy wardens for the services was raised: some more will be needed.</p>	<p><b>Karen Killick Martin Howard</b></p>
9	<p><b>REACH</b></p> <p>Richard Spratt led the PCC around the Phase 1 work. Phase 2 is Richard asked the PCC to approve £4,500 including VAT to be transferred from the general account into the Phase 1 funds.</p>	
10	<p><b>Health and Safety</b></p> <p>The report is now in the hands of the PCC. It has been approved by the Staff except for the denial of use of chargers in the church: it was agreed that original equipment chargers could be used provided that they were subject to PAT testing with periodic inspections. Approval of the final document to be in May.</p>	<p><b>John Littlehailes</b></p>
11	<p><b>MDT Update</b></p> <p>The latest meeting discussed Peter Gray and his funeral training: he will be doing funerals in Billingham during his training period and is in Durham weekly for training sessions. He has been asked to join Karen Snowden in leading the pastoral care within the church; this will be announced at the APCM.</p> <p>The MDT discussed the Arnolds and the different views of their future in St. Paul's. A proper curacy in All Saints' is envisaged by John Lambert, as opposed to a model putting him in charge of St. Paul's early in his curacy. A growing relationship for the family with the local church as friends rather than busy with the church matters there would be needed. A plan is being put in place for his three years for his involvements here and there. John Lambert has received an email from David Tomlinson, the man appointed within the Diocese for collecting ideas to go to the Church Commissioners for funding proposals: the Diocese is putting forward proposals for a set of churches doing new and different things, and John Lambert was asked for a plan by the end of March. This is not possible, but grants will be applied for in two separate phases, so we shall be in phase 2. Paul Arnold will be working jointly with John to put together this plan.</p> <p>The liturgy used by the 09.00 Services has been in place for some time and is being rewritten with more potential variation.</p>	
12	<p><b>Reception and Administration</b></p> <p>Sandra Griffiths is thinking about her immediate future and how she can spend more time with her recently retired husband, and with Sozo. This raises the question of the future of the Receptionist/Administrator tasks. It is advantageous for part-time staff to do at least 16 hours, so there is a problem with job-sharing. We are continuing to think through the issues involved.</p> <p>The Admin work should ideally be done in the Office, and not in the foyer, since the mix of the Admin and reception can lead to mistakes being made, and this, too, is being thought through.</p>	<p><b>John Lambert Karen Killick</b></p>

<p><b>13</b></p>	<p><b>Church Suite and Data Protection Policy</b></p> <p>Martin Howard said that so far 126 people have been logged in. More and more material is now available through the Suite. Those not yet on the system will receive a letter including a copy of the data we currently hold: upon the return of these for filing we shall have their agreement that what we have is correct. The listing of the children is underway. We shall be compliant by the end of May. Children's registration forms and forms for new people arriving are being produced.</p> <p>With the agenda was the Policy form: this was approved by the PCC. Proposed by Margaret Vaughan, seconded by Lawrence Gnanaraj. Carried unanimously.</p>	
<p><b>14</b></p>	<p><b>Paul Arnold's Ordination</b></p> <p>Paul will be ordained in Durham on Sunday 1 July at 10.00am. To welcome him and his family we propose a tea here at about 4.30pm on the Sunday afternoon, which could move into the usual Ablaze service at 6.00pm. Paul is happy with that arrangement.</p>	
<p><b>15</b></p>	<p><b>AOB</b></p> <p>It has been suggested that mug shots of the newly elected PCC are put into the next two-monthly leaflet.</p> <p>It is proposed to change the names of the 10.30am services to make their nature clearer.</p> <p>Karen Killick Volunteered for the Opening Reflections and Prayers at the next full Meeting, on <b>Monday 21 May 2018.</b></p>	<p><b>Karen Killick</b></p>