



All Saints' Church

Preston on Tees

Minutes of the PCC Meeting on Monday 20 January 2020,
19.30 at 22 Dunottar Avenue, Eaglescliffe, TS16 0AB

	Present	Action
	Paul Arnold, Debbie Bunford, Lucy Falcus, Lawrence Gnanaraj, Simon Honeywell, Martin Howard, Karen Killick, Kathie Lambert, John Littlehailes, Scott Linnett, Pamela Rushton, Richard Spratt, Ian Taylor, Margaret Vaughan and David Warren. <u>Chair:</u> John Lambert. Observing, Holly Falcus.	
1	Opening Reflections and Prayers Karen Killick had everything prepared for a presentation to the Christmas PCC but found herself now in a time of great sadness. She talked of the importance of John 15.9-12 and v 17. "As the Father has loved me so I love you". Obedience is important in this relationship. "Obey my commands": our intimacy with him is affected by our actions We love people as we are loved. Everlasting, powerful love is a gift to us (Just think of the cross) and finally, "love each other as I have loved you". What if we loved as Jesus does? What would our world look like? Left PCC to consider briefly. Then she drew our attention to the career of Fred Rogers and the impact of his recognition of God's love for him. He worked to reshape anger and fear into love and caring. His work on children's television was built on this understanding and belief. The PCC then spent time in reflection and prayer on these thoughts.	
2	Apologies for Absence, and Declaration of Conflicts of Interest Apologies had been received from Stuart Levin and from Nicola Wrightson. There was no declaration of a conflict of interest in any agenda item.	
3	Approval of Minutes of meeting 9 December 2019 and 6 January 2020 These minutes were agreed, the 6 January minutes with three abstentions, and those of 9 December with two.	John Littlehailes
4	Correspondence None.	
5	Matters Arising (not covered elsewhere on the Agenda) Application for funding for the work with St Paul's Newtown is in hand, now through the first stage, and we are working on the more detailed stage 2.	Paul Arnold
6	Financial Update Kathie Lambert commented on the year end finances. There is some slight change from the last account; largely because the latest tranche of gift aid has now come in. We have received some contributions via Church Suite (Stripe payments) but unhappily there is no reference to identify whence this money comes. Among these is a £20 monthly payment, which Martin Howard will be following up. Kathie has not been sending wedding/funeral payments to the Diocese; she has asked them for details of currently unpaid fees.	Martin Howard

7	<p>Safeguarding Report</p> <p>Nicola Wrightson asked John Littlehailes, in her absence, to report that there has been no cause for any report of safeguarding issues. Nicola now holds information about DBS checks, and not the Diocese. (Standard practice is to renew safeguarding training and checks at three-year intervals.)</p> <p>John Lambert has been asked to find any available information about historic cases of abuse within the parish and has started enquiries among the longer standing members of the church.</p>	
8	<p>Wardens' Update</p> <p>Martin Howard said that security work is continuing, our insurers are happy with what is now in hand. We have changed the locks between the Centre and the Church. (If the Centre door was open it did allow access into the Church when there was nobody within it}. There is now a keypad to allow more limited access through this end of the building. We are looking at ways of locking the doors from the Narthex into the church. We are also investigating CCTV systems as a visual deterrent, and to provide data in the event of a problem. Possible GDPR/legal problems are being investigated. John Lambert thanked the Wardens for their work.</p> <p>Work is in hand to deal with some damp from condensation in the flat. A vent has been installed in the boarded-up chimney to get better transfer of air through the flat. There is a dehumidifier in place. An expert is coming in to advise us on further actions. We are also seeking quotes for the door of the flat: it is not up to a desired standard.</p> <p>It was pointed out that the lights at the side of the church are slow in responding to the passage of people: this is to be investigated.</p>	
9	<p>REACH</p> <p>Richard Spratt gave the PCC an update. It is hoped that there will be a meeting at which there will be agreed 17 or 24 February as a start date for the Phase 3 work. John Belmont is contacting those who have given loans. The architects have estimated 6 weeks for the project.</p>	
10	<p>Staff Management Team</p> <p>Debbie Bunford spoke to the papers already circulated to the PCC. She has, with the Staff Management Team, reorganized the present single post into Receptionist 10 hours, flexible, and the Administrator task 15 hours, again flexible. It is envisaged that the hours for the Receptionist post will be approximately 10-12 am. The splitting of the post will carry an additional cost of £1,450. We shall have to go through a "Job at Risk" conversation, and Sandra would be given the choice of job, and would then move to a new post. Anne Rolfe is currently looking at the structure of the systems now in use.</p> <p>The job descriptions have been reordered: and the modifications were discussed. Training is being considered for the Administration task: this will have GDPR responsibilities, which may be relevant to the salary scale: perhaps a three-point scale for increasing experience or skill, starting at the</p>	

	<p>Living Wage level and with a pair of increments. The scale would move within small increments</p> <p>John Lambert thanked the SMT for their work and proposed from the chair that we adopt the proposed change. All in Favour.</p>	
11	<p>Cleaning</p> <p>Karen Killick outlined the unsatisfactory nature of Grant's operation, and their back-up for absence. She proposed "That we terminate the contract with Grants at the end of January and advertise for a cleaner." It was suggested that in the interim we ask Peter Lankford to act as our cleaner. Seconded Ian Taylor. All in favour.</p>	Karen Killick
12	<p>PCC Roles</p> <p>John Lambert said that the PCC was aware that some roles will become vacant at the APCM. A potential secretary has agreed to pick up the task, and is in discussion as to the ramifications of the role. John Lambert has approached several candidates for the Treasurer's task: one has not yet accepted, but is considering the post. John Lambert also talked to a candidate for the Church Warden's role, and after a conversation with Karen Killick that person has agreed to take on the role.</p>	
12	<p>AOB</p> <p>The next Meeting of the PCC will be on Monday 17 February 2020.</p> <p>John Littlehailes has volunteered for the Opening Reflections and Prayers.</p> <p>The meeting finished with the Lord's Prayer.</p>	John Littlehailes