

Agenda for the
PCC Meeting on Monday 20 July 2020,
19.30 by Zoom Video conference

-	<p>Present</p> <p>Paul Arnold, Jonathan Backhouse, Debbie Bunford, Lucy Falcus, Lawrence Gnanaraj*, Martin Howard, Karen Killick (<i>Chair</i>), Stuart Levin, Scott Linnett, John Littlehales, Pamela Rushton, Richard Spratt, & David Warren*. <i>Plus:</i> Anne Rolfe & Kevin Storer.</p> <p>* arrived during meeting.</p>
#	Agenda Item
1	<p>Opening Reflections and Prayers</p> <p>Lucy shared a short video from J John about how God owns everything; she linked this to Revelation 21:6 "... <i>It is done. I am the Alpha and the Omega, the Beginning and the End. To the thirsty, I will give water without cost from the spring of the water of life.</i>" Before encouraging a time of silent prayer Lucy shared that her aim was to raise our [the PCC] sights to let us have a moment to reflect on God's power and God might and remind ourselves to put all of our trust in the Alpha and the Omega the one that owns [everything].</p>
2	<p>Apologies for absence, and Declarations of Interest</p> <p>a) Apologies had been received from Simon Honeywell, Ian Taylor, John Taylor, Nicola Wrightson, and Margaret Vaughan.</p> <p>b) Declaration of interests:</p> <p style="padding-left: 20px;">i) Paul Arnold with regards to the SDF (Strategic Development Fund).</p> <p><i>PCC Secretary note: a further declaration – became apparent when Richard discussed funds to be set to St Paul's i.e. he will be going, And Paul with regards of sending a gift to St Paul's when he takes up his role.</i></p>
3	<p>Approval of Minutes of the meeting of 15 June 2020</p> <p>These minutes following minor corrections with regards to SMT previously discussed with Debbie Bunford were approved, with one abstention.</p>

4	<p>Correspondence</p> <p>a) Karen provided a summary of an email she and Martin had received an email from ARCHDEACON REV RICK SIMPSON with regards to Paul Arnold's appointment to St Paul's NEWTOWN. PAUL WILL MOVE IN in February 2021 WITH THE TEAM SENT OUT IN APRIL 2021, . Paul will be formally appointed in the summer of 2021 after being signed off as successfully completing his curacy.</p> <p>b) Karen also mentioned a letter FROM Edward Gorringe – with regards to the guided pledge. This was addressed by Richard in section 7, below.</p> <p>c) Richard mentioned a cheque from Ecclesiastical Insurance of £133 given to All Saint's. Paul confirmed this was a 'gift' for All Saint's as he had taken home insurance with Ecclesiastical Insurance. Karen thanked Paul.</p>
5	<p>Matters arising (not covered elsewhere on agenda)</p> <p>a) Karen proposed the following (as Chair therefore not requiring it to be seconded): That to keep compliant with Cannon Law All Saints will dispense with the reading of morning and evening prayer as required by Canon 8.11 and the celebration of Holy Communion as required by Canon B14 from Sunday 5th July to 6th September. The reason for dispensation is that in the light of the government's guidance on preventing the spread of coronavirus.</p> <p>b) All in favour, with none against, and no abstentions.</p>
6	<p>2019 Accounts & Annual Report</p> <p>a) Karen proposed that the Annual Report & Annual Accounts for 2019 be approved and be submitted to the Charity Commission and we will have everything ready before the APCM.</p> <p>b) Seconded by Paul, all agreed, with none against, and no abstentions.</p> <p>c) Annual Report & Annual Accounts for 2019 to forward. Action Karen Killick</p> <p>(David Warren arrived during this section of the meeting.)</p>
7	<p>Financial Update</p> <p>a) Richard was pleased to report that All Saint's income is remaining steady but there was a drop due to a reduction in the number of standing orders by three.</p> <p>b) Richard addressed a question previously raised with regards to pensions and salaries and why in the never added up – this is due to how they are predicted and then calculated. John Belmont goes through and puts in the corrections when required.</p>

	<p>c) Richard proposed that All Saints continues to pay their full parish share over the summer - in July August and September – unless he sees a massive change; all were in favour, with none against, and no abstentions.</p> <p>d) Richard gave feedback on zoom meeting he attended, from the other churches of the Deanery and Darlington Deanery about the new system of parish share in Durham diocese, with regards to the Parish Share. He explained ‘they’ will suggest a guided pledge – via a complicated formula. He said that the pledge amount probably not going to change much.</p> <p>e) Richard discussed a £12,800 surplus in the 2019 accounts. No decision was made what should happen with it but Richard suggested the options a) to be given to the Reach project b) sent with the team to St Paul’s [declaration of interest] c) put into the reserves. Need to consider for next PCC. Action Karen Killick</p> <p>f) Karen asked if the Parish Share will be reduced due to the number (circa 20 people) leaving for the St Paul’s.</p> <p>g) Paul mentioned that normally the home church will give a gift to the new church. [declaration of interest]</p> <p>h) Richard confirmed that, that afternoon he received an email from the parish giving scheme to say that they now have the all post going to the new treasurer’s email address financeteam.allsaints@gmail.com</p> <p>i) Richard explained that he had set up a COVID accounts expense line, following Karen’s suggestion.</p> <p>j) Jonathan raised that he was aware that with audited accounts it is normal practise after a number of years that the auditors change from one accountant to the other. He asked if this should be considered. John Littlehailes said that it would be normal to raise this at the APCM.</p> <p>(Laurence Gnanaraj arrived during this section of the meeting.)</p>
<p>8</p>	<p>Safeguarding Report</p> <p>a) No issues reported, via text, from Nicola.</p> <p>b) Karen prayed concerning safeguarding in the church AND the work of Nicola in this role.</p>
<p>9</p>	<p>Staff Management Team</p> <p>Debbie provided the SMT update:</p> <p>a) Shiromi has now been in post for 3-months, and David has undertaken her 3-month review, which she “passed with flying colours and has been absolutely amazing”. She has another 3-months. The post was subject to a 6-month probationary period.</p>



- b) Debbie observed that since All Saints do not have a vicar in place David, with one of the churchwardens, will also undertake the 6-monthly review to enable the post to be made permanent.
- c) Anne is going to step down from the SMT, later when she takes on Warden role.
- d) Debbie explained that after a discussion with the SMT it was suggested that
 - i. Derek Evans work with Jan; and
 - ii. Elaine Webster works with Sandra or Shiromi; and
 - iii. David to work with the other member of staff.
- e) Laurence observed that "in public and private sector the role rotates every three to five years the so-called mentor stroke appraiser" Debbie, acknowledging this to be true UNIVERSAL PRACTICE BUT NOT said it was not necessary, in this situation.
- f) A discussion was held about the best person to work with each member of staff.
- g) Debbie, then, proposed the above set up; seconded by Martin, all in favour, with none against, and no abstentions.

Wardens' Update / Reach

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- a) Martin provided an update, with regards to Peter
 - i. He has been back in for the last four weeks.
 - ii. He has been able to touch upon the paintwork, clean the areas not affected by Reach.
 - iii. He has also worked in the hall and has been replacing the stoppers (circa 200) on the chairs.
 - iv. He is suggesting that the chairs t are stored the other way around.
- b) **THE LAWNMOWER HAS BEEN SERVICED EXTERNALLY** There is a slight leak into top flat. A roofing contractor has been organised for tomorrow.
- c) There has been a slight delay with the Reach project, with regards to fitting the AV system – this is due to start next Monday. The contactor has continued at a slower pace.
- d) Martin raised the point that there will be a need to start to repay £60,000 loans, for the Reach project.
- e) He added that there had been some savings of about £4,000.
- f) Martin made the point that there was a specification that the stage though the raised area must not squeak, but the two fibreglass panels flex slightly, on the baptistry, and therefor do squeak. Anne said it would be worthwhile done properly. It was agreed that this should be addressed.
- g) Martin mentioned the Safe Working Load of the two fibreglass panels.
- h) Martin confirmed that there was a site meeting is next Wednesday – to look at snagging issues.



11	<p>Resource Church update – SDF (Strategic Development Fund)</p> <p>Paul provided the following summary of the Resource Church (<i>emailed notes shown below</i>)</p> <ul style="list-style-type: none">a) The diocese has been successful in its bid for SDF funding that means we are officially a resource church.b) This round of funding will be paid directly to the church plants involved (Wynyard and Stockton St Paul), but that doesn't preclude us going for further funding in other rounds to support more planting (in fact St George's Gateshead did exactly that this year). This funding supports for St Paul's: 1 x Missional Leader, 1x Children and Youth Outreach Leader, 1 x Creative Communities Lead, 1 x Hospitality Lead, 1 x Administrator. And for Wynyard: 1x Missional Leader, 1x Evangelism lead, 1x Emerging Generations/Childrens Evangelist, 1x Worship Leader, 1x families evangelist.c) Team members include: Paul Arnold, Liz Arnold, Richard Spratt, Fiona Spratt, Deb Hird, Dunc Hird, Richard Warren, Nicola Dursley, Nicola Wrightson, Evelyn Leadbetter, Tina Trotter, Pamela McMullen, Margaret Wright, Scott Linnett, Geraldine Donegan, Philip Donegan, Lorraine Twedde.d) Support for Wynyard is important as they are beginning work in August - Please pray re: COVID effects on school work and housing.e) This also means that the plant leaders will be the ones held accountable to the Diocesan Monitoring Board in relation to the spending of funds thereby reducing a lot of potential burden from All Saints'
12	<p>Vacancy</p> <p>Scotts provided the following progression of the Vacancy (<i>emailed notes shown below</i>)</p> <ul style="list-style-type: none">1. Consultation with church and parish has concluded. I would record thanks for Shiromi Davison's outstanding assistance – she collated and anonymised all responses before sharing with the parish profile subcommittee who have since met and drafted (previously circulated) further sections in the light of our consultations to date.2. The Ministry Development Team met to consider the vacancy and our appointment process. Paul and Lucy attended that MDT and reported a suggestion that 'Survey Monkey' be used to ask any specific questions that arise out of our consultations. We intend to accept that MDT proposal in due course.3. In coming weeks we will be writing to church (via email and by hard copy) to offer thanks for their help to date, giving an update on progress, and alerting them to the forthcoming Survey Monkey.



	<p>4. Martin's helpful article in this month's programme confirmed that Bishop Paul is not agreeing any dates for interviews currently. In line with our Extraordinary PCC meeting of 6 April 2020 (and as recorded in the minutes thereof) we continue to aspire to an interview date of mid November. Depending on how soon Bishop Paul opens his diary, that timeline may slip into next year.</p> <p>5. Next meeting of our parish profile subcommittee is Friday 14 August 2020.</p> <p>6. Martin has continued to liaise with the wardens at St Mary's, Long Newton. They have now completed their parish profile.</p> <p>a) Jonathan raised the following question, on behalf of Ian. "Is it possible for the PCC to have access to the points raised – by the church? Scott agreed to share findings with Jonathan to forward to PCC members. Action Scott & Jonathan.</p> <p>b) Anne mentioned some typos; Scott thanked her and asked if she would forward these directly to himself. Action Anne.</p> <p>c) Richard suggested adding in the section about the new vicar "having an additional requirement that the vicar has a desire to see new congregations planted locally".</p> <p>d) Lawrence asks if there had been any interest in the post since John had left. Karen said there had been no further interest – but this was not surprising since the vacancy has not been officially advertised.</p>
13	<p>Reopening of Church (6th September)</p> <p>Martin explained that:</p> <p>a) Several different options had been discussed with regards opening the church and that a COVID-19 risk assessment meeting had been held with himself, Karen, Geoff and Jonathan. A draft risk assessment had been created.</p> <p>b) The initial plan will be a single service will be held on Sundays</p> <p>c) The format may be a '9 o'clock type service', and there would not be a communion service that week</p> <p>d) While no details had been formalised the plan is to have different weekly services.</p> <p>e) It had not been decided how to have children involved. He acknowledged this will be difficult.</p> <p>f) Post Reach project there will be a meeting at All Saints (for seating and social distancing arrangements, car parking, etc.) on 28th July. Action Martin, Anne, Geoff and Jonathan.</p> <p>g) Karen added that it had been agreed with the Wardens and Geoff and Jonathan that they would hold a wedding on 29th August for Sarah Peter's</p> <p>h) Karen thanked Jonathan and Geoff for their work on risk assessments.</p>

	<p>i) John Littlehailes asked about broadcasting services – Martin confirmed that this was the intention. Action Martin</p> <p>j) A discussion, started by Paul, was held about how best to re-launch church. It was concluded, by Martin that this will be initially done on a small scale.</p> <p>k) Paul reminded the PPC about his limited capacity for Sunday mornings as he is doing fortnightly online services for St Paul's and helping St Mary's</p> <p>l) Karen referred to the new guidance on Children and Youth returning that she had forwarded to Jan and Kathryn.</p> <p>m) Karen proposed that since the first church service (excluding the wedding) will not be until 6th September that the PCC should meet on Monday 31st August to discuss the Risk Assessment and re-opening of All Saints Church only; this was agreed. Action PCC.</p>
14	<p>Staffing Update</p> <p>Martin explained that:</p> <p>a) Kathryn and Jan had continued to provide a resource for children and young people.</p> <p>b) The Standing Committee had agreed extra hours for Peter over summer.</p> <p>c) Peter had offered to come in and mow the lawn for free, over the summer.</p> <p>d) Sandra, as a member of the church, is doing some online activities online; it is believed that these do not form part of her job description i.e. these are not in her job description.</p> <p>e) Laurence asked about the £1000 that the government are offering to companies who keep on staff who have been furloughed. He asked if All Saints' would be claiming it. Stuart understands that staff have to be earning about £520 per month to claim. Martin said that he would liaise with John Belmont. Action Martin</p> <p>h) Martin proposed that we keep Sandra on Furlough until the next normal PCC meeting, on 21st September. Pamela seconded, all in favour, with none against, and no abstentions.</p> <p>f) Debbie asked who was going to communicate this to Sandra; Martin said he would. Action Martin</p>
15	<p>AOB</p> <p>- None</p>
-	<ul style="list-style-type: none"> • Martin volunteered for Opening Reflections and Prayers at the next normal meeting Monday 21 September. • Close – Prayer given by Karen followed by the Grace.