

Minutes for the PCC 20 September 7:30 pm

Meeting at All Saints' Church

To / Present	
<ol style="list-style-type: none"> 1. Diane Backhouse (Parish Safeguarding Officer) * 2. Jonathan Backhouse (PCC Secretary & Deanery Synod Member) * 3. John Belmont (Treasurer) * 4. Mark Boyes 5. Debbie Bunford 6. Lucy Falcus (Deanery Synod Member) 7. Rob Govier 8. Simon Honeywell * 9. Martin Howard (Warden) * 10. Geoff Jowett 	<ol style="list-style-type: none"> 11. Karen Killick (Vice-Chair & Deanery Synod Member) 12. Matt Levinsohn (Chair) * 13. John Littlehailes 14. Anne Rolfe (Warden) * 15. Pamela Rushton 16. Kevin Storer 17. Margaret Vaughan (Deanery Synod Member) 18. Paul Wheeldon 19. Timothy Wye-Williams <p>* = Standing Committee</p>
#	Agenda Items (1 – 10 standard items)
1.	<p>Opening Prayers and Reflections</p> <p>Kevin opened the PCC by sharing how some job descriptions had been changed at the school where he works. He explained how this got him thinking about if we understand our job descriptions as the leadership of All Saints.</p> <p>Reading from the Message, he read:</p> <p><i>If anyone wants to provide leadership in the church, good! But there are preconditions: A leader must be well-thought-of, committed to his wife, cool and collected, accessible, and hospitable. He must know what he's talking about, not be overfond of wine, not pushy but gentle, not thin-skinned, not money-hungry. He must handle his own affairs well, attentive to his own children and having their respect. For if someone is unable to handle his own affairs, how can he take care of God's church? He must not be a new believer, lest the position go to his head and the Devil trip him up. Outsiders must think well of him, or else the Devil will figure out a way to lure him into his trap.</i></p> <p>He shared a story how, while dealing with a particular student, another teacher said that since he was a Christian what he says must be so.</p> <p>Kevin added that as this is the start of an academic year – we have a serious responsibility to get it right.</p> <p>He closed in prayer “We prayer that we can be the best we can in this ... for strength to be wise and humble in what we do.”</p>

#	Agenda Items (1 – 10 standard items)
2.	<p>Apologies for absence, and declarations of interest</p> <p>Jonathan noted that:</p> <ul style="list-style-type: none"> a) Apologies from John Belmont & Tim Wye-Williams (due to Covid-19), and Geoff Jowett (on holiday). b) There remains a potential declaration of interest, i.e., John Belmont as treasurer and his wife as youth pastor. c) Matt has one for 12 d) Margaret 10 guided pledge.
3.	<p>Approval of minutes of the meeting – 19 July 2021</p> <p>A copy of the minutes had been forwarded for review before the meeting [12 September 2021].</p> <ul style="list-style-type: none"> a) Minor amendments were made to draft. <p>Martin proposed that the minutes were a true reflection of the meeting, this was seconded by Mark, all in favour apart from Simon Honeywell, who abstained. ACTION – Jonathan (to forward minutes to Shiromi).</p>
4.	<p>Update on outstanding actions</p> <p>Matt noted that:</p> <ul style="list-style-type: none"> 5. a) Policy updates ongoing 5. b) GDrive is set up (some new folders to be created) – now working 5. e) Sarah is now registered at All Saints' as a Reader 5. f) Ongoing – Jan has booked the Life Expedition and is looking into funding options 7. Receptionist role completed (update to be given at PCC meeting #12) 8. Safeguarding actions completed (update to be given at PCC meeting #8) 9. b&c) Warden's actions - ongoing (update to be given at PCC meeting #9) 9. d) Pews sold! 11. a) Policy updates ongoing 12 Working Parties ongoing (update to be given at PCC meeting #11). <p>Karen added it was great we had sold the pews.</p>
5.	<p>Actions and matters arising, not covered elsewhere on the agenda</p> <ul style="list-style-type: none"> a) None.

#	Agenda Items (1 – 10 standard items)
6.	<p>Correspondence</p> <p>a) Jonathan informed the PCC of:</p> <ul style="list-style-type: none"> i. Guided Pledge 2022 email, adding this would be addressed under section 10 ii. Guided Pledge letter – which he had forwarded on 7 September 2021 to the PCC <p>b) Jonathan added that he had not passed on the details of the Receptionist post, as requested by Anne until after it was announced on the Sunday. He apologised for his error</p>
7.	<p>Chair's / staff management update</p> <p>Matt noted that:</p> <ul style="list-style-type: none"> a) The preaching scheme on Connecting had started. b) He was pleased to see people coming back to Church. c) All Saints' are still working on two streaming services, adding that eventually, this will be down to one service. d) Rachael Philips, an ordinand, is joining us in October. Margaret welcomed the news saying she had been a visiting speaker. e) Abby has joined from Youth for Christ. f) The first prayer session went well with David and Jill. g) Sharing Faith sessions are starting on 12th October. h) Shiromi has started to oversee Peter. i) St Paul's are seeing some growth, with ten new members joining the Church. He added that Paul would be writing a post for the November Newsletter. j) Shiromi has updated the welcome packs. k) Shiromi is updating the notice board(s) – with who's who. Anne said that they needed to include Diane. [The PowerPoint slide at the start of Church meetings also needs to be updated with Diane's photo.] l) Covid is still on our minds and that members of the PCC and staff are currently not well. m) Kathryn has been pleased with the Youth sessions which are doing well. n) Children slower to start, he added the Jan is doing well, and she is pleased with the support from Church.

#	Agenda Items (1 – 10 standard items)
8.	<p>Safeguarding update</p> <ul style="list-style-type: none"> a) Diane asked if there were any questions from her Safeguarding Report [see below], which had been forwarded the previous week. There were no questions. b) Diane explained she was attending a Train the Trainer course so she can deliver the Foundation and Basic Awareness course, on Tuesday 28th September. c) Paul asked about the DBS, and if it was only for those 18 years and over. It was confirmed that this was the case. d) Diane said about running a training session for young people, but will be meeting with Kathryn to discuss this. ACTION Diane. e) Martin added that some people are saying that they don't want to do the training until they need it however this is not helpful.
9.	<p>Wardens' update</p> <p>Martin updated the PCC:</p> <ul style="list-style-type: none"> a) Quote for Trees - two quotes have been received one for £300, which is trimming the branches causing a problem, the other was £950 but included additional pruning they suggested. b) Rick has confirmed that we don't need a Faculty, therefore once we have permission from the council we can then approve the work. c) Lightning Conductor inspected earlier in the year. The Work identified by the company who did the inspection was quoted at £1950 + VAT. We obtained a second quote from a Darlington company for £170 +VAT. They will also recommend what work, if any, is required to protect the solar panels from lightning. The work will be completed on Monday 11th October. d) Service numbers at 10:30 service have been approximately 100 over the last 3 weeks. e) Geoff raised concern about the ventilation being provided by the windows. The outer polycarbonate sheets have been removed to allow better ventilation into the church. f) Drainpipe to the rear of the hall has been repaired. g) Gutters need to be cleaned out at some point, possibly a job for a work party. h) Loft hatch repaired to office lobby area and is now safe. The hatch is not completely closed and the ladder may need replacing in the future. i) We are getting quite a few enquiries regarding hall bookings. j) We have had a number of requests for private parties, some we have said yes to, others no. k) The hall booking form has been updated including reference to COVID-19. l) Rotas in general are depleted, hopefully more will sign up as people return to church regularly. m) Training on the sound system – Grant has arranged a training day on 16th October for sound team and musicians.

#	Agenda Items (1 – 10 standard items)
	<p>n) Pam suggested that we should announce from the front – the need for people to be on rotas. Matt added that we will need to do this in the future. Martin said it is best to have conversations with people. ACTION Matt/All</p>
10.	<p>Financial update</p> <p>Matt updated the PCC on finances:</p> <p>a) He started by saying he is loving the graphs that John is producing. b) He added that overall they are positive.</p> <p><u>Parish Share</u></p> <p>c) A discussion was held on the Parish Share - of how the amount asked did not factor in the loss of members to St Paul's. d) Anne reminded the PCC of Diane's comments at the last PCC meeting regarding the Parish Share. e) Diane thanked Anne and reminded the PCC she had said we should trust God. f) Martin proposed that the full allocation of £106,000 should be made; seconded by Anne; all in favour, no abstentions. ACTION (Matt to ask John forward information).</p>
11.	<p>Working Parties</p> <p>Matt handed out details about the groups [see below], and asked people to read the handouts then to ask questions. A brief Q&A followed.</p> <p>It was confirmed by Matt that:</p> <p>a) The MDT no longer exists. b) He was not in favour of the Christianity Explored course. c) While Alpha was okay, it could be shortened. d) He would like to write his own course. ACTION Matt. e) Matt closed the Q&A asking if next month everyone come with what you want they focus on in the next one – two years. Jonathan asked if this could be forwarded to him by the 10th October, to enable him to send it out to all members of the PPC a week before the next meeting. ACTION All.</p>

#	Agenda Items (1 – 10 standard items)		
Working Party Members	<p>Discipleship</p> <ul style="list-style-type: none"> • Geoff Jowett • Pamela Rushton • Kevin Storer <p>Social</p> <ul style="list-style-type: none"> • Lucy Falcus • Timothy Wye-Williams • Simon Honeywell 	<p>Communities</p> <ul style="list-style-type: none"> • Debbie Bunford • Anne Rolfe • John Littlehailes <p>Buildings</p> <ul style="list-style-type: none"> • Mark Boyes • Martin Howard • Rob Govier 	<p>Communication</p> <ul style="list-style-type: none"> • John Belmont • Matt Levinsohn <p>Environment</p> <ul style="list-style-type: none"> • Karen Killick • Paul Wheeldon • Margaret Vaughan <p>Across all groups</p> <ul style="list-style-type: none"> • Diane Backhouse
12.	<p>Update on New Receptionist Role</p> <p>a) Anne updated the PCC on the appointment of Rachel Levinsohn as the New Receptionist.</p> <p>b) Margaret noted that the following safeguards are in place to comply with Charity Commission guidance that Rachel was a “connected person” to the Chair of the PCC, Revd Matt Levinsohn and as such Revd Matt Levinsohn could have a conflict of interest:</p> <ol style="list-style-type: none"> i. The recruitment process had been handled in a transparent and fair manner with no involvement of the Chair of PCC; ii. The line management of Rachel was through the Administrator and Church wardens; iii. The appraisal process was to be carried out by a churchwarden with the support of Staff Management Group; iv. The employment contract for Rachel noted that for direction and other matters (e.g., raising a grievance) she was to seek guidance from a Church Warden; v. The Staff Management Group is a separate group to the PCC (although acts on it’s behalf) and Revd Matt Levinsohn is not a member of it; and vi. Discussions at PCC relating to staff remuneration and terms and conditions would be led by the Vice Chair of the PCC. 		
13.	<p>Any Other Business</p> <p>In closing Matt thanked Mark for setting up the tables and chairs for both services on Sundays.</p>		
-	<p>Close - The meeting finished with the Grace.</p>		
-	<p>Date of next PCC meeting – 18 October 2021</p>		

Issue for PCC

To encourage members to complete Safeguard Training and obtain DBS checks if required at correct level. If working with children and/or youth DBS should be at Enhanced Plus level (checked with Beth Miller (DSA)). Matt/Diane to liaise with Shiromi to reapply for Enhanced Plus level for volunteers who require this level.

Situation Report

1. Outline the current situation regarding DBS/Training

A positive picture is emerging:

- All staff and most volunteers are now trained to the required level. Total = 80 to required level and 12 either part way through courses or waiting for face-to-face training.
- New volunteers are being directed to Diane via team leads for safeguard training.

2. Actions taken since last PCC:

- Diane shadowed Sheila Bamber (Diocesan trainer) to enable her to lead face-to-face training in church in the future (Basic Awareness and Foundation levels).
- Matt is currently working through DBS database and checking what level (Enhanced or Enhanced Plus) each volunteer holds.
- Tim has kindly been helping contact some of remaining volunteers without required level of training throughout August/September.
- Diane has completed a pilot PSO Induction course with the Diocese.

3. Future Actions needed:

- Diane to attend Train the Trainer course (28/09/21) at Diocese.
- Then will run Face-to-face training in church Oct to complete volunteer training required.
- To reapply for Enhanced Plus DBS for children's/youth workers where necessary.

4. No safeguard concerns reported this month.

Diane Backhouse
Parish Safeguarding Officer
safeguardingallsaintschurch@gmail.com

WORKING PARTIES HANDOUT – 2 pages.

Discipleship:

How is the discipleship within our church? (what do you think and how do you know?)

Possible things the group might consider

Are there courses we might want to run for the whole church?

Are there resources we might want to buy in and make available to those in life groups?

How can we help more people to be part of life groups?

Are there alternatives to life groups we might want to consider?

Are there experiences which might help our discipleship? For example the young people go to Mexico, but what about the adults? Mission trips etc.

We could help people source a spiritual mentor if people wanted that?

How could we communicate what we offer?

Social

How can we help those in the church to feel connected to one another, and to make it easy for people to join the church before they believe?

Possible things the group might consider

A range of events over the year which people could come to. Some in each term. A range which would attract different demographics.

What could we do to help people feel connected with one another within the church?

Are we going to do some social events targeted to those who don't come as well as some targeted to those who do?

How could we communicate what we offer?

Communities

Who could we work with where we would benefit them? E.g. Safer Families.

Who could we work with where they could benefit us?

What local potential partners are there? E.g. Schools, Clubs, Allotments.....

Have we already got people in the church who have feet in any of our potential partner organisations?

Are there events we might like to have a stall at or run something to host other organisations? For example some churches host a meeting several times a year of partner organisations in an area to see how they (and perhaps businesses) could work together.

Buildings

Upkeep and maintenance.

Consider how the room that had the pews in might best be used.

Consider how the building could be more welcoming and help people to feel at home.

Evaluate if we are using the building to best effect to achieve the mission that we have.

Potential to use our outside space more. We have people who pass through, could we engage with them?

Communication

What communication should go where?

We are largely a Facebook using church but if you don't use Facebook how much do you miss out on?

Could our monthly programmes be used more effectively?

What about the use of our signage both Yarm and Dunnotar? What would help us to communicate who we are more clearly?

Environment

Are there local partner organisations which already care about the environment?

Would we want to somehow engage allotments? Veg competition or similar?

Do we want to become an Eco Church? Tap into the 4th priority in the diocese.

Could cross over with buildings team to consider our outdoor spaces.

How do we engage with climate warming? Should we have a space in the church like a board or something where we are obviously engaging with our MP and trying to see if we can get climate higher on the agenda.

END.