



Minutes for PCC 13th December 2021, 7:30 pm

Meeting at All Saints' Church

Present	
<ul style="list-style-type: none">• Diane Backhouse (Parish Safeguarding Officer) *• John Belmont (Treasurer) *• Mark Boyes• Martin Howard (Warden) *• Geoff Jowett• Karen Killick (Vice-Chair & Deanery Synod Member)	<ul style="list-style-type: none">• Matt Levinsohn (Chair) *• Anne Rolfe (Warden) *• Pamela Rushton• Margaret Vaughan (Deanery Synod Member)• Paul Wheeldon• Timothy Wye-Williams <p>* = Standing Committee</p>
#	Agenda Items
1.	<p>Opening Prayers and Reflection</p> <p>Paul shared:</p> <p>Advent - a season of expectation and excitement. We are waiting for our new Hope. What is hope? A feeling of expectation, a desire for a particular thing to happen. At Christmas we hope that we can return to our original state – where we can be with God and He can be with us. In Genesis God walked with Adam and Eve with no separation. Last time God walked with anyone was with Abraham. The new hope we are waiting for at Christmas is Jesus and through that we are becoming a hope for the world – we are with Jesus and He is with us.</p>
2.	<p>Apologies for absence, and declarations of interest</p> <p>Diane noted that:</p> <ul style="list-style-type: none">a) Apologies had previously been received by Jonathan from Kevin, John L, Rob, Simon and Lucy.b) Diane took these minutes as Jonathan was unable to attend due to a work meeting arrangement.c) There remains a potential declaration of interest, i.e., John Belmont as treasurer and his wife as youth pastor (item 5).d) There remains a potential declaration of interest, i.e., Matt Levinsohn as incumbent and his wife as Receptionist.
3.	<p>Approval of minutes of the meeting – 15 November 2021</p> <p>A copy of the minutes had been forwarded for review, on the G-Drive.</p> <ul style="list-style-type: none">a) Margaret proposed that the minutes were a true reflection of the meeting, seconded by Martin. All in favour apart from Tim and Mark who abstained. (ACTION – Jonathan - to forward minutes to Shiromi).
4.	<p>Actions/Update and matters arising, not covered elsewhere on the agenda</p> <p>None</p>

#	Agenda Items
5.	<p>Financial update – John</p> <p>John updated the PCC by explaining</p> <ul style="list-style-type: none"> a) Standing budget - no major changes. John B will send out draft accounts end of Dec to PCC. On target - £9000 -10,000 surplus. (ACTION John B). b) Discussion was held concerning Ministry Budget Rollover/Designated Fund – as discussed previously with minor changes – limit to roll over for up to 2 years only and that “in extremis if the PCC requires the designated fund to become undesignated, that desire takes priority.” Proposed by John B Budget Rollover be accepted, seconded by Paul. All in favour apart from none who abstained. (ACTION – John B – to go on G Drive). c) Discussed future ministry budgets – to communicate with all ministry leads earlier in year to consider budget needs by end of Sept and to record their needs to enable setting of budgets. d) Pay Scale increase of 2% from Jan 2022 has been allowed for in budget (Children’s and Youth worker). Discussion was held while John B was out of the room due to declaration of interest. Proposed by Margaret to raise pay by 2% in Jan 22 and to review pay for all staff in Q2 (Apr, May, June), after giving review at APCM in April 2022. Seconded by Karen. All in favour, Geoff abstained. (ACTION John B).
6.	<p>Chair’s update</p> <p>Matt updated the PCC</p> <ul style="list-style-type: none"> a) Covid changes to risk assessment: Youth to wear masks in church and groups. Table service coffee/tea to reduce mixing and revisit in future (may stop). Services capped at 130 online with option to drift to 150 in person – 190 actual seats allowing room to have vacant chairs. b) Bookings so far: Carol Service = 79, Christmas Eve 1 = 72, Christmas Eve 2 = 42, Midnight Service = 30, Christmas Day = 57. c) Proposed to strongly encourage attendees to take LFT tests if someone in household has Covid but they do not have symptoms themselves. If have symptoms should be isolating, take PCR test and wait for negative result. It is not a legal request as yet however seems to be the right thing to do. Matt has received communication from some members who are not comfortable that we aren’t asking for this already. (ACTION Matt). d) Working parties were thanked for their presentations. Some positive feedback and volunteers wanting to be involved was reported. Matt reported that members of All Saints’ had expressed how pleased they were that the church was getting involved in the community and they had been waiting for this to happen. e) Peter coming to end of probationary period as a cleaner (6 months) and needs clarity for tasks and management going forward. Matt to liaise with Shiromi to develop line management. Matt proposed to make contract permanent, all in favour. (ACTION Matt).
7.	<p>Safeguarding update</p> <p>Diane updated the PCC</p> <ul style="list-style-type: none"> a) SRPM training has been completed now by 6/10. b) John B asked about job descriptions and if they were for everyone or just going forward. According to SRPM does not need to be retrospective, however, Matt suggested it makes sense to provide job descriptions for all so there is clear understanding of roles and support needed. Not urgent. (ACTION Diane)
8.	<p>Wardens’ update</p> <p>Anne updated the PCC</p> <ul style="list-style-type: none"> a) Application for tree works submitted 06/12 to council, who has to respond within 8 weeks. b) TV screen monitor has been placed in foyer for rolling programme of activities at All Saints’. Will mainly run in mornings. c) Shiromi happy to continue working in office rather than at home.

#	Agenda Items
	Staff Management
9.	As Debbie was not in attendance, Matt updated the PCC a) Staff Management Team is working on curate profile. Earliest will be 2023. (ACTION Matt) . b) Appraisal links need to be finalised. (ACTION Matt)
10.	Working Party Update/Q&A None
11.	Deanery Synod update Karen updated the PCC that a) Found extremely useful - 3 presentations of what's been going on in churches were given: All Saints', Stockton Parish and Wynyard. b) Table discussions showed difference between churches e.g. poverty, resources and discouragement felt by some. All Saints' is in a privileged position. c) Single focus for meetings is way ahead.
12.	Time of prayer Matt led a time of listening to God and prayer. Prophetic words: <ul style="list-style-type: none"> • Picture of a Christmas tree. Sense that what God is leading us into will not be becoming a more pretty church. We should expect some mess. • Picture of a transparent, red ribbon hanging down, golden on one side - perhaps signifying our connection with God. Links with a previous picture given of a golden goblet signifying our communion with God. • Feeling that when people say they don't know where our church is, it is because we need to be more active in the community.
13.	Any Other Business None
-	Close - The meeting to finish with the Grace
-	Date of next PCC meeting – 17 January 2021, Martin to lead Reflection.

Update on o/s actions (from minutes for November 2021) – as per Standing Committee meeting (29 November 2021)

- 3. b) Minutes sent to Shiromi
- 4. b) PCC date changed from 28/02 to 21/02/2022 on doc in G Drive
- 5. f) Error on website regarding giving has been rectified by Shiromi and moved further up list
- 5. l) Rolling over budget was discussed at SC and to be voted on at Dec PCC
- 6.b) Matt has written a Charities and Finance Doc to be worked through by Charities team for 2022
- 7. c) Preaching/leading schedule sorted
- 7. e) Two Christmas Eve services sorted
- 7. f) Profile for Curate is on-going with SMT and awaiting feedback from St Mary's
- 7. g) Living in Love and Faith – LGBTQ – in process with Matt and team
- 9. a) Gas safety checks and boiler service/checks completed
- 9. b) Practice baptism run to take place later in year
- 9. f) Trees: Anne has applied to Local authority for permission to cut off branch
- 10. b) Staff appraisal dates and personnel are being finalised
- 11. b) National Living wage rise has been actioned.