

PCC Minutes, 16th May 2022

Present	
Diane Backhouse (PSO & SC) Jonathan Backhouse (PCC Sec. & SC) John Belmont (Treasurer) Mark Boyes Rob Govier Simon Honeywell (SC) Sarah Hope Martin Howard Geoff Jowett	Karen Killick (Vice Chair & Diocesan Synod) Alexandra Lamond Matt Levinsohn (Chair & SC) Anne Rolfe (Warden & SC) Pam Rushton Chris Vass (Warden & SC) Margaret Vaughan (Deanery Synod) Elaine Webster Paul Wheeldon

#	Agenda Items
1.	<p>Opening Prayers and Reflection</p> <p>Sarah opened the new PCC with saying how this was a new start for her, and that it is first time for new PCC to start working together to further God's kingdom. Rend Collective – 'Build your kingdom here' was then played.</p> <p>Sarah reflected on Amy's sermon OHANA – Hawaiian for family through blood, marriage, adoption, and choice. Her experience of being in this church has been to be welcomed into family and walking alongside each other through life – really powerful.</p> <p>In one of Sarah's first Youth club meetings she was interviewed and asked what superpower would she choose – LOVE – we already have it given by Jesus – to love ourselves, our families and outside. John 13:34: love one another as he has loved us. Good place to start new PCC – loving each other and loving outwards as well.</p> <p>A time of prayer followed then Sarah read a prayer written for PCC's:</p> <p>"God of mission, we are your Church, Christ's body on earth, your holy people for your needy world. In our thinking, give us wisdom; in our planning, give us faith to move mountains; in our action, give us the power of your Spirit; that all we do and think and say may be for your glory and for the growth of the kingdom of your Son, our Saviour, Jesus Christ. Amen:</p> <p>Matt asked that members shared what they were thankful for/encouraged. Several members shared.</p> <ul style="list-style-type: none"> • new people of all ages in church or attending church activities, also in wider church • people responding positively in church – to prayer, feel like it's home, life group members looking outwards.
2.	<p>Apologies for absence, and declarations of interest</p> <p>Jonathan noted that:</p> <ol style="list-style-type: none"> a) Apologies had previously been received from: Lucy Falcus. b) There remains two potential declarations of interest, <ol style="list-style-type: none"> i. Matt Levinsohn as incumbent, his wife as an employee (Receptionist). ii. John Belmont as treasurer, his wife as an employee (Youth Pastor).

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3.	<p>Approval of minutes of the meeting</p> <p>a) A copy of the minutes for both the APCM and PCC meeting had been forwarded for review, on the G-Drive prior to the PCC Meeting.</p> <p>b) The PCC was asked to approve the minutes for both the APCM and PCC as a true record of proceedings.</p> <p>c) Geoff proposed the APCM minutes were a true record, seconded by Paul. Abstentions from non-attendees, remainder in favour. (ACTION – Jonathan - to forward minutes to Shiromi).</p> <p>d) Geoff proposed the PCC minutes were a true record, seconded by Paul, subject to the amendment noted* (*ask Jan and Kathryn to choose between Sept or Oct PCC meeting). Abstentions from non-attendees, remainder in favour. (ACTION - Matt to speak to Jan & Kathryn, Jonathan - to forward minutes to Shiromi).</p>
4.	<p>Actions/Update and matters arising, not covered elsewhere on the agenda</p> <p>Matt informed the PCC updates are on agenda and everyone agreed they were useful</p> <p>a) Anne shared Actions 10a David Beaumont recommended wardens contact Sweetings to investigate if damage to roof is still under guarantee and can be rectified, 10b (see warden's update) & 10c fire actions are in hand – Shiromi sourcing signs (ACTION – Wardens).</p> <p>b) Many activities – social and spiritual have happened since last PCC.</p> <p>c) Explore faith is starting – 4/5 attendees.</p> <p>d) Worship (10:30) are meeting as a team to build team and develop culture/vision. The practice will continue between services and transition to practice during week. Matt meeting Jim this week to discuss vision. There are new people joining. Karen asked if this could include 9 o'clock worship team.</p> <p>e) Adult Baptism service for 5th June.</p> <p>f) Skate park meeting with police and council – want to do a night a week. Preston Park not positive at present.</p> <p>e) Ukrainian café will move to fortnightly Thursday evenings in Youth rooms.</p> <p>f) Adam Burns has bought church a new computer – thanks was raised.</p> <p>g) Matt proposed that Peter Gray continues as funeral minister, all in favour. (ACTION Matt – contact Bishop)</p> <p>h) Serve Team handout was presented to the PCC – to advertise for a serve team member across UK. Matt asked if we could reduce the Church fee of £1,500 as little time for raising finances. Proposed by Matt that PCC delegates consideration of church cost to Standing Committee. All in favour.</p> <p>i) Room spaces: move PCC back to meeting room on Mondays.</p>
5.	<p>UPDATE: Financial</p> <p>John informed the PCC</p> <p>a) Nothing major to report. Regular giving stable with a couple of new gifts coming in. Expecting to lose a couple during the year.</p> <p>b) General expenses as planned: lot spent on maintenance.</p> <p>c) Banking forms for Chris V to sign.</p> <p>d) Reminded PCC that a replacement Treasurer will be needed for the end of the year as he intends to step down (around Dec/Jan).</p>



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6.	<p>UPDATE: Safeguarding</p> <p>Diane informed the PCC</p> <ul style="list-style-type: none">a) Safeguarding concerns raised have been handled sensitively and supported excellently by those involved.b) She believes we are in a positive place: Shiromi sorting DBS well and safeguard training for new volunteers moving forward.c) Safeguarding level of training has been changed by Diocese. A lot of helpers are only at basic awareness trained, rather than foundation. The decisions on website are at a Diocese level whereas National team do not always require the same: e.g. leadership for youth and children's workers. As a PCC we can decide level based on what role involves and regularity of involvement. Updating Safeguard training matrix. Diane asked for support if we need to ask volunteers to do further training as goalposts have been moved. (ACTION – Diane + Matt)d) Diane is having planned (bimonthly) safeguard meetings with Matt to discuss such matters. <p>Questions asked:</p> <ul style="list-style-type: none">e) If a volunteer steps in do they need to go through safer recruitment process – not if one off to cover absence.f) Matt stated that for safer recruitment for those in role and wanting to change needs only phone call to check if suitable not formal references. References are required if not known.g) In answer to whether new PCC members need to go through safer recruitment process Matt stated all PCC members are nominated by two church members therefore do not need to go through safer recruitment process.h) John asked about the issues raised on Safeguard report – whether for information or action on part of PCC. Diane stated they are for information to help reinforce safe culture in church – all working together.i) Diane asked those who have not read the safeguarding policy by requested date to do so.
7.	<p>UPDATE: Warden(s)</p> <p>Anne informed the PCC</p> <ul style="list-style-type: none">a) Officially welcomed Chris and stated he is currently going through the induction process.b) Bishop's Visitation ceremony on 26th June at Durham Cathedral.c) Updated flat 558B repairs – bathroom ceiling cladding installed and extractor fan cleaned. Peter L to paint bathroom, toilet and wall in bedroom. To check damp proof guarantee as hall wall still damp (ACTION – Wardens)d) Quinquennial Inspection letter of appointment signed and to be undertaken 24th June. Martin to assist Jamie Holden (inspector/surveyor) and Jonathan to observe process.e) Bulbs in centre foyer and centre hall are to be replaced: Dave Britain (electrician) £150+ VAT – for foyer approved.f) Boilers (domestic in kitchen, two in hall) are to be serviced by Nigel Stoves (plumber) circa £315.g) Loft access panels need to be replaced (tower and outside office) quote: £612 inc. VAT; a ladder to the cost £1,150 or have a replaceable, lightweight ladder at cost of £335.h) A staff member chair has been selected but the desk needs to be replaced circa £270 (IKEA height adjustable desk). (ACTION - Wardens) <p>Discussion was held concerning loft ladders: general opinion was to install permanent fixed ladders.</p> <ul style="list-style-type: none">i) Proposed delegate to SC to purchase permanent fixed ladders.

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8.	<p>UPDATE: Staff Management Team</p> <p>Elaine informed the PCC</p> <p>a) SMT met as a team a few weeks ago. Now two volunteers – a need for new volunteers with HR experience if possible. Advert is on noticeboard in church.</p> <p>b) SMT will meet several times during the year (2/3).</p>
9.	<p>UPDATES: Group A (Social, Communications & Environmental)</p> <p>Social Group informed the PCC</p> <p>a) Simon explained that a number of events are being organised by others in church not only group – including a women's Parmo Night.</p> <p>b) Simon discussed old '3G' restarting in a new format with new name, on a monthly basis for fellowship. It is a challenge to book times within the church building as it's so busy. Matt said aim is to have a year's diary of events.</p> <p>Communications Group informed the PCC</p> <p>c) Matt shared that communications is going well. Facebook is being used and other group's pages are being prioritised.</p> <p>d) Matt shared that Stuart and Ruth Johnson had raised a concern from life groups that there was no feedback loop in church. Feedback sheets are being used in services.</p> <p>Environmental Group informed the PCC</p> <p>e) Of their initial struggle: two drop-ins happened, however, only one person turned up to the second.</p> <p>f) Margaret shared the findings of the ROCHA ECO-Church survey within five sections: worship and teaching; buildings; land; community and global engagement; and lifestyle. Scored silver for buildings as much work has already been done. Land is not proactively used as part of God's creation for community space, etc. and within Community and global engagement limited so scored low. Want to discuss with Community group potential ideas.</p> <p>g) Jonathan asked if survey could be added to G-Drive (ACTION - Margaret & Jonathan)</p> <p>h) Alex shared that local schools are involved in environmental matters: Eco warriors.</p> <p>Matt informed the PCC that</p> <p>i) A new group will start – Policy group will be started by Jonathan (and Diane + others). A policy has to be read in 20 minutes, ideally 6 pages long, using a template to maintain consistency. Each group then shared their role for the benefit of the new members of the PCC.</p> <p>j) By next PCC meeting think about which group want to be involved in (ACTION - All)</p> <p>k) Jonathan informed the PCC that he was going to focus solely on his role as PCC Secretary, and leading Policy group, therefore he was not going to return to his previous roles, including</p> <ol style="list-style-type: none"> i. All Saints' Health and Safety Consultant; appointed Nathan Taylor DipNEBOSH GradIOSH ii. GDPR Officer (ACTION – Matt, to appoint another GDPR Officer)
10.	<p>Review of Vergers Fees</p> <p>Matt informed the PCC</p> <p>a) Kate as Verger has not had updated fees for a long time (£50 & £30).</p> <p>b) Matt proposed to update verger's fees to £70 (wedding fees) & £40 (funeral fees). All in favour.</p> <p>c) John proposed that the fees should be increased for beginning of month and church would make up the difference for the wedding at beginning of the month this time. Matt seconded, all in favour (ACTION – John B)</p>



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11.	<p>Any Other Business</p> <p>a) Margaret shared that the Diocesan Synod met –Bishop’s of Durham’s presidential address is on Youtube/website. Covers good ground – challenges of nation and the church (ACTION – link to be sent by Margaret). She shared the activities that were undertaken: Diocesan transformation – journey all churches need to go on in this area to maintain being flourishing, and having mission and ministry. What is God calling shape of Durham Diocese to be, churches and parishes to be? Karen shared that financially could be a drastic time ahead for the church. Presentations given about poverty in diocese and how as churches we can help – hidden poverty: Roma/Traveller communities (Billy Welsh) - looking at churches being places of sanctuary because there is going to be new Criminal Legislation for trespass, making it more difficult for them to travel.</p> <p>b) Minster churches – become family of churches rather than being separated as plant out - still connected legally and pastorally.</p> <p>c) Still waiting on PCC members to forward their Fit and Proper Forms. (Now completed.)</p> <p>d) Charity Commission will be updated with the changes to the PCC once it works correctly. (ACTION – Jonathan)</p> <p>e) Asked PCC members to confirm contact details as some PCC members still struggling to access G-drive.</p> <p>f) Matt confirmed Nathan Taylor’s position as an independent Health and Safety Consultant.</p> <p>NOTE: Standing Committee meet 1st Monday of the month at the vicarage and PCC 3rd Monday of month in meeting room (see following page for details).</p>
	<p>Close - The meeting finished with the Grace</p>
	<p>Date of next PCC meeting – 20 June 2022, 7:30pm</p>