

## PCC Minutes, 15<sup>th</sup> January 2024

To / Present	
1. Diane Backhouse (PCC Sec, PSO & SC)	8. Matt Levinsohn (Chair & SC)
2. Adam Burns	9. Anne Rolfe (Warden & SC)
3. Lucy Falcus (Deanery Synod)	10. Pamela Rushton
4. Martin Howard	11. Ben Scott
5. Geoff Jowett (SC)	12. Chris Vass (Warden & SC)
6. Karen Killick (V. Chair, Deanery & Diocesan Synod)	13. Margaret Vaughan (Deanery & Diocesan Synod)
7. Alexandra Lamond	14. Paul Wheeldon
	15. Guy Wingate (Treasurer & SC)

#	Agenda Items
1.	<p><b>Opening Reflection and Worship</b></p> <p>Ben Scott brought the reflection to PCC: Listening to God in Leadership</p> <p>Listening is an important skill to have. PCC needs to listen to each other as we gather, listen to the needs of the church but most importantly we need to be listening to God. As much as we serve people it is important to remember we serve God first. So we need to make sure we are listening to Him and not get swamped and carried away by life or by the demands of a PCC Agenda. How can we make sure we are listening to God? What are the good habits we can begin to build this yea?</p> <p>Ben then shared the story of Moses. His listening began with the burning bush. He listened to the encouragements and promises God made to him. He continued to listen throughout his journey. Exodus 15: Moses cried out to God over the bitter water and listened to God's instructions, again in Chapter 17. When a problem arose Moses listened to God. He had a connection with God. What can we take from this story? What habits can we build to listen to our God?</p> <p>PCC then split into small groups to discuss habits we find helpful in prayer and listening to God: when less busy hear better, seasonal – getting out of house in summer aids listening and less distractions, listening to the nudges and promptings, disciplining selves to listen and not just speak when in prayer, use rhythms of the day rather than a dedicated prayer time, be open to many ways God can speak.</p> <p>Next Reflection and Prayers: Chris Vass</p>
2.	<p><b>Apologies for absence, and declarations of interest</b></p> <p>a) Apologies had been received from: Simon Honeywell.</p> <p>b) Declarations of, Conflicts of Interest were recorded for:</p> <ul style="list-style-type: none"> <li>I. Matt Levinsohn as incumbent, his wife as an employee (Receptionist).</li> <li>II. Margaret – when discussing LLF/Parish Share as she is the Vice-Chair of Durham Diocese Board of Finance (DBF).</li> <li>III. Martin – when discussing LLF/Parish Share as he is an employee of DBF.</li> <li>IV. Adam – when discussing LLF/Parish Share as his wife is an employee of DBF.</li> </ul> <p>Matt reminded PCC of need for confidentiality of discussions and decisions made.</p>
3.	<p><b>Approval of minutes of the meeting</b></p> <p>a) PCC were asked if there were any comments, issues or concerns relating to the minutes taken at the meeting held on 11<sup>th</sup> December 2023. None were given.</p>

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	<p>b) PCC was asked to approve the minutes for December as a true record of proceedings, Matt proposed acceptance of the minutes: all in favour/3 abstentions/none against. Motion carried. <b>(ACTION – Diane - to forward minutes to Shiromi).</b></p>
4.	<p><b>Matters arising and Chair's update</b> Matt updated PCC:</p> <ul style="list-style-type: none"> <li>a) Left over Mission giving money is to be given to Festival Teesside <b>(ACTION Guy).</b></li> <li>b) Environment group to meet with Martin to set up a Carbon Literacy Course <b>(ACTION Martin).</b></li> <li>c) Carbon output was incorrect in last PCC minutes. 21.4 tonnes putting us in top 20% in diocese as we are open significantly more than most parish buildings.</li> <li>d) Sound desk. We are faced with a few options as Matt had previously outlined in an email. Discussion followed. PCC voted to change area back to a sound desk. Martin offered to take floor and back of desk back down to original <b>(ACTION Martin).</b></li> <li>e) Part way through mission statistics. Likely to show our services are not growing but our overall congregation is. People coming less regularly <b>(ACTION Diane).</b></li> <li>f) Goodbye to Jan is going to be on Sunday 21<sup>st</sup>. Planning to give her an opportunity to speak at the end of the 10.30 service which is where she has done most work. Then bring and share lunch from 12.30 in the hall.</li> <li>g) After Ben's feedback to us about Welcome he is going to come up with 3 or 4 recommendations that will be brought back to a future PCC <b>(ACTION Ben).</b></li> <li>h) We are in need of a new warden after the APCM when Anne will be stepping down. If you could be praying about that for yourself and or for someone else <b>(ACTION All).</b></li> <li>i) Vision day: 9.30-12.30 Sat 3<sup>rd</sup> Feb. Matt displayed the ideas we had from Dec PCC. PCC to meet Mon 22<sup>nd</sup> to pray about these and discuss. Apologies for it being an extra meeting but we wanted to work up in more detail what to bring to the day. We are aiming to start with pastries, work on tables people's thoughts on priorities, staff team input. Aim to then bring back something more finished to APCM. Flag LLF at start of day and people can stay at the end if they have questions. Diocesan fund to give to churches aligned to CEEC.</li> <li>j) All children's ministry covered with the exception of Play and Praise which has stopped for the moment. Grateful to volunteers who have made that happen.</li> <li>k) Continued discussions with Riverside College about a chaplain. Progressing well. Matt meeting them this month to discuss next steps. Diocese would pay for them <b>(ACTION Matt).</b></li> <li>l) Staff appraisals continuing this month.</li> <li>m) Diane and Matt have looked over policies. We are doing well. There are few that need sorting out. Main one we need someone to pick up is: Electronic Communications and GDPR which we want to be one more simple policy (6 pages). We currently have a very long GDPR and a shorter Electronic Communications. Margaret and Guy offered to review and rewrite <b>(ACTION Margaret and Guy).</b></li> </ul>
5.	<p><b>UPDATE: Review of Christmas</b> Matt used a PPT of Christmas services and asked for feedback from PCC.</p> <ul style="list-style-type: none"> <li>a) Discovery Children's Service went well – format was good.</li> <li>b) Carol Service – felt short. Quality of livestream was poor. Timing and date needs to be reviewed.</li> <li>c) Young Adults and Youth Service – very small and did not reach aim.</li> <li>d) Midnight Communion – ok.</li> </ul>
6.	<p><b>UPDATE: Festival Teesside</b> On Tuesday 6<sup>th</sup> Feb at 7pm there will be a planning meeting at the Oakwood Centre for any churches which are taking part in Festival Teesside. Matt unable to attend due to prior commitment on residential course. Invite is to bring PCC members, leadership team, staff team. Festival Teesside are running big events but the idea is to supplement that with smaller local ones as build up and follow up. Ben will lead All Saints' table.</p>
7.	<p><b>UPDATE: Extraordinary PCC Meeting – 22<sup>nd</sup> Jan</b> Meeting to use the priorities discussed earlier and trying to hammer them out to see what a vision might look like.</p>

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8.	<p><b>UPDATE: Children's Worker Interview</b> Matt shared that we have had some interest. A couple external and at least one internal.</p> <ul style="list-style-type: none"> <li>a) How interview and who will be on interview panel? Need to work out what a day might look like. Matt's suggestion is that we interview mid-week and ask for some help from one of the primary schools. We could give each one a topic to lead a small group activity on with a group of children of X age. This was agreed and potential questions were discussed.</li> <li>b) Panel would be: Matt (Vicar), Sharon Pritchard (Diocese Children's Ministry Adviser) 2 more – inc team member or parent, staff team.</li> <li>c) PCC agreed willing to wait if the right candidate cannot start until later than the requested date of April 1<sup>st</sup>, 2024. Such a decision will be delegated to Standing Committee. Alex proposed delegating such a decision to SC, all in favour, 6 abstentions (Standing Committee members).</li> </ul>
9.	<p><b>UPDATE: Financial</b></p> <ul style="list-style-type: none"> <li>a) Guy Wingate walked PCC through the draft accounts for the end of 2023. The deficit continued to grow in December as expected, driven by higher than planned costs associated with consumables, building maintenance and energy. The subsidy given to run the church camp in the summer have also contributed to the overspend for the year. The new budget for 2024 agreed by PCC at the end of 2023 resets our finances and restores our target reserves.</li> <li>b) The new cashless giving machine seems to have been unable to process some attempted donations made over the Christmas period. Subsequent testing of the machine successfully made new donations - further investigation continues to identify and resolve the source of the problem.</li> <li>c) Preparation of the Annual Finance Report for 2023 has begun. Guy thanked Margaret Vaughan and John Belmont for their help with this. A 'Designated Fund' category has been introduced to capture transactions involving the portion of our Parish Share pledge that was held back awaiting a resolution of LLF at General Synod that is consistent with the orthodox position taken by All Saints. The independent assessor will be contacted when the report is ready for them to review (<b>ACTION Guy</b>).</li> </ul>
10.	<p><b>UPDATE: Safeguarding</b></p> <ul style="list-style-type: none"> <li>a) Diane updated the PCC regarding safeguarding report sent out earlier, with no concerns reported this month. Face to face training is being supplied by diocese trainers shortly – email to be sent to those needing to renew training (<b>ACTION Diane</b>).</li> </ul>
11.	<p><b>UPDATE: Wardens</b> Chris updated PCC regarding:</p> <ul style="list-style-type: none"> <li>a) The roofer is due to complete the work on the church roof this week.</li> <li>b) We have a new booking for Thursday evenings in the main hall – it's a ballroom dancing group and if they remain after a trial period it will bring in approximately £200 per month.</li> <li>c) Our tenants of 558a and 558b have been served notice of the rent increase which commences 01.2.24.</li> <li>d) We have some minor electrical repairs to be completed in the kitchen and the switches in the front entrance of the building, we may also have some issues with the main hall lighting (<b>ACTION Wardens</b>).</li> <li>e) Proposal to purchase a new upright Shark hoover (replacement). PCC agreed.</li> </ul>
12.	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>a) Car park space for 558B needs remarking.</li> <li>b) Frontage of church needs updating – Guy to bring back to PCC at a future date.</li> <li>c) Our agreed Parish Share is being paid in full – none being withheld.</li> </ul>
-	<b>Close</b> - The meeting finished with prayer and the Grace.
-	<b>Date of next PCC meeting</b> – 19 <sup>th</sup> February 2024 at 7:30pm.