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| 1. Lucy Falcus (Deanery Synod) | 8. Pamela Rushton |
| 2. Simon Honeywell | 9. Ben Scott |
| 3. Jacob Howard | 10. Karen Snowden (Warden & SC) |
| 4. Martin Howard (PCC Secretary & SC) | 11. Chris Vass (Warden & SC) |
| 5. Geoff Jowett (SC) | 12. Margaret Vaughan (Deanery & Diocesan Synod) |
| 6. Karen Killick (V. Chair, Deanery & Diocesan Synod) | 13. Paul Wheeldon |
| 7. Matt Levinsohn (Chair & SC) | 14. Guy Wingate (Treasurer & SC) |

| # | Agenda Items |
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| 1. | <p>Opening Reflection – Lucy Falcus</p> <p>Lucy shared her reflections on the summer service themes based around the life of Joseph. The summer sermon series looked at:</p> <ul style="list-style-type: none"> • Joseph’s early life as a normal person – few stresses and life OK. • Potiphar’s House – God was with Joseph • In Prison – God was still with Joseph • Restoration – God restored Joseph <p>Life has seasons and church life also has seasons.</p> <p>Lucy referred to a comment made by Rob Govier when leading prayers over the summer. It sometimes feels like “ We are in th boat with Jesus but Jesus is asleep”.</p> <p>Lucy posed two questions for us to reflect on.</p> <ul style="list-style-type: none"> • Where are you in your season of life? • Where are we as a church? <p>Following a time of quiet reflection we ended singing together “Firm Foundations”.</p> |
| 2. | <p>Apologies for absence</p> <p>Apologies had been received from: Diane Backhouse & Anne Rolfe</p> <p>Declarations of interest by Matt Levinsohn as his wife is an employee of the PCC. Martin declared an interest as an employee of the diocese Margaret declared an interest as Lay Chair of the DDBF</p> |
| 3. | <p>Approval of minutes of 16th July PCC Meeting</p> <p>The minutes were approved.</p> <p>Proposed by KK, Seconded by LF, 12 in favour, 2 abstentions</p> |
| 4. | <p>Matters arising and Chairs update – Matt</p> <p>August services went well with lots of people attending each week. We will need to continue to bear in mind next year whether we need two services or not due to capacity. Whilst there was a good mix of people, fewer people attended from the 9am congregation.</p> |



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| | <p>Cat has started and made a really good start. She is getting in touch with schools, met discovery church yesterday and we are hoping for new people to join the children’s teams.</p> <p>We are starting Kintsugi and currently have 10 people involved and it is attracting interest from the local community.</p> <p>Pub Group with a little team will be meeting in the Thomas Brown Pub for discussions about questions of faith.</p> <p>We are developing a small team to train and run the CAP money course. All current volunteers are women and it would be good to have a mix of genders. We have some support for TVCC who have experience of running this.</p> <p>The 9am is struggling a bit for volunteers so please keep that in your prayers.</p> <p>Livestreaming is currently being reviewed with the plan to just record the sermon and simplify the system so that it can be managed by the existing Sound and Visuals Teams. We still have about 40 people each week accessing the services online throughout the week but only about 6 watching live on average.</p> |
| 5. | <p>Deanery Review – Matt</p> <p>The deanery is doing really well at the moment. We have seen new people baptised in Billingham, the new minister at Sedgefield has made an amazing start with people interested in faith and it is pretty encouraging. St John’s is out for advert at the moment so please pray for them.</p> <p>We are wanting to finish the deanery plan which is in progress. It has been put together as an online spreadsheet so that we can review and hold ourselves accountable to it and see what other people are doing. We have set up a peer review group to coach one another in what we are doing.</p> <p>Broadly the deanery plan follows similar lines to our plan and this was shared with the PCC in the meeting.</p> <ul style="list-style-type: none">• Discipleship is front and centre as it is for us.• The second one is about growth which also matches our second one.• The third one is prioritising children, young people, and young adults. <p>Focus on discipleship, evangelism, and increasing the branches on the tree with new opportunities to connect: Yarm School want help setting up a CU, Kintsugi youth in schools, Increased presence in Teesside high, getting Kick involved. Seeing how Discovery church/Messy church should be, and increasing our work in schools and relationally with parents.</p> |

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| 6. | <p>Policy Review - Martin</p> <p>The following policies were reviewed</p> <ul style="list-style-type: none"> ● Disclosure Policy – Proposed by GW , Seconded by SH, Agreed unanimously ● Health & Safety Policy – To be reviewed at October meeting. ● Food Safety Policy - To be reviewed at October meeting. ● Donations and Legacy Policy – Proposed by ML and agreed unanimously ● Hire Policy – Proposed by ML and agreed unanimously ● Booking Forms – Proposed by ML and agreed unanimously ● Drivers Bank Policy – Proposed by ML and agreed unanimously ● Drivers Bank Declaration Form – Proposed by ML and agreed unanimously ● Diocesan Safeguarding Policy – To be reviewed when updated by the diocese ● Risk Assessment Procedure – Proposed by ML and agreed unanimously <p>It was noted that the booking form / hire policy had contact details that are shared with hall users in case of issues with the hall. It was agreed to remove these contact numbers from the version published on the website.</p> <p>Martin was thanked for his work in updating policies following reviews by PCC members.</p> <p>The question was asked as to how do we know that the policies are being followed.</p> <p>ACTION: Standing Committee to look at how we can ensure that the polices are being followed which may involve developing checklists for each policy to monitor compliance.</p> |
| 7. | <p>Social</p> <p>The social events for the rest of the term were confirmed and it was agreed to add in a few events.</p> <ul style="list-style-type: none"> ● Ladies Night – Chinese Takeaway in October– organised by Lucy Falcus ● Mens Night – Curry Evening in early November– organised by Matt Levinsohn ● Guisborough Forest Walk – organised by Ben Scott – Date TBC |
| 8. | <p>Youth Ministry - Matt</p> <p>Matt shared Kathryn’s thoughts on where we are with youth ministry <i>“ have been working on our Youth Hub bid with Matt for some time and with this in mind I believe it is a very exciting new era for the youth ministry at All Saints’. It will challenge those involved to have a growth mindset - what would it take for our youth ministry to grow? How can we reach young people with the Gospel that we have never reached before? This will involve exploring new avenues such as Kintsugi wellbeing groups, sports ministry with Kick, and developing/deepening relationships with local secondary schools amongst other things.</i></p> |

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| | <p><i>It is worth noting that recent research (Youthscape Centre for Research - Translating God) shows that there has been a dramatic rise in under 19s calling Childline with suicidal thoughts and it is clear to see that there are far more mental health concerns than ever before. Mental health services can't keep up. I therefore think that Kintsugi is likely to be an excellent place for young people to feel supported and welcomed by the church.</i></p> <p><i>Becoming a Youth Hub will also have an outwards focus where All Saints' will resource and encourage other local churches who may need some help to minister to young people.</i></p> <p><i>I believe that all of this means we will need someone with experience of leading a youth ministry as our Youth Pastor as we head into this new era of growth. It will be a time that involves pioneering new things whilst simultaneously discipling our Christian young people. A balance of evangelism and discipleship will be very important. Of course someone with a heart and passion for evangelism will be needed, however it will be important not to neglect discipleship - discipleship will also be imperative. Our Christian young people need to be equipped, encouraged and supported in their faith so that they can grow in depth of faith personally, and so that they can reach their friends for Jesus.</i></p> <p><i>Two key elements of this are likely to be mentoring and summer camps/residentials/mission trips. Linking a young person with a trusted adult in the church who will walk through life with them and encourage them to go deeper with Jesus is possibly one of the most significant things we can do for their discipleship - investing in small scale relationships.</i></p> <p><i>I can't speak highly enough of the importance of Summer camps (specifically youth-only summer camps). There is nothing like camps such as Satellites that help a youth group grow closer in friendships and also encounter God, without the distractions of normal life. Over the 15 years in my time as Youth Pastor and beyond I think taking young people away on camps like this as well as mission trips like Build Home Mexico have contributed greatly to why we have so many young people who are dedicated to their faith.</i></p> <p><i>As we look to employ two Youth Pastors perhaps one could focus on evangelism and the other could focus on discipleship, so that we have a someone specifically thinking about both.</i></p> <p><i>Finally, it probably goes without saying that I have heard some young people say that they are nervous someone is going to come in and change everything about the youth ministry straightaway - we will need someone who can be sensitive to that.</i></p> <p><i>One of the real strengths of All Saints' has always been that the young people themselves are valued and listened to. Matt has already made it clear that he wants them to be involved and heard within the recruitment process - I 100% support this.</i></p> <p><i>Finally, I want to say thank you for the unending support and encouragement you have shown me as Youth Pastor and the wonderful way you care for the faith of our young people. It is not the case everywhere and All Saints' is an extremely special church. I am praying for all of those involved in the recruitment process that God will send the perfect people, and that He will make His plans so clear."</i></p> |

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| | <p>Matt explained how the two proposed roles would work with the assistant youth pastor being funded from funding that the diocese have received from the Transformation Bid.</p> <p>A group consisting of a mix of young people, youth team and parents have drafted an initial job description which was shared with the PCC at the meeting. The PCC reviewed and suggested amendments to the Job Description.</p> <p>Discussion took place regarding the salary range and it was felt that the starting salary for the Youth Pastor should be part way up the existing salary scale due to having line management responsibility. The salary for the Assistant Youth Pastor will be lower and a level in line with the Real Living Wage was discussed.</p> <p>It was agreed that we need to wait for confirmation from the diocese before advertising the Assistant role. It is hoped that both will be advertised at the same time but if funding for the assistant role is not confirmed the appointment of the Youth Pastor should go ahead to allow appointment for a January start. It is hoped that we can advertise from 8th October with interviews in early November.</p> <p>ACTION: Job Description to be updated and shared with PCC for further comments and confirmation - Matt</p> |
| 9. | <p>Financial Update - Guy</p> <p>The accounts up to the end of August 2024 show a surplus of about £10k but there are known unreceived invoices that will need to be paid of approximately £2k, so the real surplus is roughly £8k. The surplus is due to saving in the region of £13k on salaries while we had a vacancy in the Childrens Ministry Leader role. The surplus would be higher but for the falling levels of voluntary income. We continue to receive a rebate from Corona Energy for earlier electricity overpayments.</p> <p>The new energy contract which was discussed via email over the summer will start from August 2025 and whilst it was a good deal compared with others, we will see an approximately £5000 increase on energy cost.</p> <p>A review of our financial controls was undertaken over the summer using a checklist of expectations published by the Charity Commission (All Saints is a registered charity with PCC members acting as its trustees). PCC agreed 7 actions to improve our controls. The completion of these actions will be tracked through future PCC meetings. Thanks to John Belmont and Margaret Vaughan as previous PCC Treasurers for helping Guy conduct this work.</p> <p>Mission support for the second half of the year had been agreed and was shared with the PCC prior to the meeting.</p> <p>ACTIONS: Actions to improve our financial controls to be implement – Guy / Martin</p> |

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| 10. | <p>Parish Share & Budget - Guy</p> <p>A top-level draft budget was presented to PCC that showed a projected deficit (overspend) of £17k. Budget assumptions were reviewed that included: maintaining the current level of voluntary income (down roughly 6% each year for past couple of years); a return to all employee posts being filled for the whole of 2025, and; paying a 5% increase in Parish Share as suggested by the diocese. This planned overspend would reduce our bank balance to the minimum contingency reserve of two months operating costs. Key risks and levers were reviewed. PCC discussed Parish Share with a majority vote to accept the the suggested amount of £84k proposed by the diocese for us to pay in 2025. Matt to raise the topic of increasing voluntary giving at a future church service in October.</p> <p>ACTION: Level of Parish Share to be confirmed with the Diocese – Guy / Matt Giving to be raised with congregation in October - Matt</p> |
| 11. | <p>Safeguarding Update – Diane Backhouse</p> <p>1. Actions taken since last PCC:</p> <ul style="list-style-type: none"> a. Diane had an extremely proactive and positive meeting with Cat Wakefield regarding Children’s Ministry to discuss safeguarding relating to the running of the ministry. Email sent with appropriate safeguard resources. b. Diane completed a survey and an interview with the diocese to feedback thoughts relating to the current Leadership Safeguard training course. c. She has also completed required update to Safer Recruitment and People Management Training this month. d. DBS and safeguard training details have been updated on Church Suite and Parish Safeguard Hub appropriately. A number are outstanding as details have not been provided. e. Most church activity risk assessments have been completed and are awaiting reviewing and filing. <p>2. Future actions needed:</p> <ul style="list-style-type: none"> a. Diane and Matt are having a termly Safeguard Meeting on 19.09.24. b. Diane to attend a diocese meeting to be part of the national field work evaluation pilot of the safer recruitment guidance on 25th September. c. In November (13th) Matt and Diane are attending a diocese meeting regarding the launch of the new National Safeguarding Standards which we will be expected to incorporate into our policies and procedures, etc. d. To continue updating Parish Safeguard Dashboard and Safeguard Hub in line with agreed Safeguard Action Plan. |

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| 12. | <p>Warden Update – Karen</p> <ol style="list-style-type: none"> 1. Buildings repair – Recently the floor in the ladies toilets has been wet due to the toilet overflowing. Fortunately this has been noticed before water damage happened or someone slipped. The advice was to replace the float valves in all the Centre toilets. The hot water tap in the kitchen is running very slowly. CV has obtained quotes from Nigel Stoves and North East plumbing and Heating. We propose to use Nigel Stoves for toilet repairs and NE Plumbing for kitchen tap repair as this would be cheaper, ie £514.80. 2. KK and KS have met to discuss applying for a grant from the Diocese to cover replacement of lights in centre hall and foyer with LED lights. Another meeting is planned to discuss including secondary glazing to windows in church in the grant, as both these actions will reduce our carbon output. 3. CV and KS have attended a Buildings Maintenance course on 16.9.24. 4. We have visited Alive Church (also known as St George’s) in Gateshead on our way to the training in order to see how they’ve modernised their worship space. We’ve taken photos which we’ll share with PCC in due course. 5. Organ was tuned last Friday. |
| 13. | <p>Any Other Business</p> <ol style="list-style-type: none"> 1. It was raised that the quality of some of the safeguarding training had be very poor in terms of delivery and it was requested that this should be fed back to the diocese. Matt / Karen / Diane to discuss and feedback 2. Margaret request the PCC keep the process of appointing a new Bishop in our prayers as the process moves to the next stage over the coming months. |
| - | <p>Close - The meeting finished with prayer at 9.43pm</p> |
| - | <p>Date of next PCC meeting – 21st October 2024 at 7:30pm</p> |