



Present	
1. Diane Backhouse (PSO)	8. Karen Snowden (Warden & SC)
2. Derek Evans	9. Chris Vass (Warden & SC)
3. Lucy Falcus (Deanery Synod)	10. Margaret Vaughan (Deanery & Diocesan Synod)
4. Martin Howard (PCC Sec & SC)	11. Richard Wakefield (SC)
5. Matt Levinsohn (Chair & SC)	12. Paul Wheeldon
6. Pamela Rushton	
7. Ben Scott	

#	Agenda Items
1.	<p>Opening Reflection – Richard Wakefield</p> <p>Richard read Luke 2 v22-38 and explained that he loved the patience shown by Simeon and Anna in this passage. This is particularly important at this time of year when everyone seems to be busy and in a rush to get to Christmas.</p> <p>He referred to the need to reflect on the trust that we have in God and the part that we need to pay.</p> <p>The PCC were given some questions to ponder and we had a time of quiet to listen to the Holy Spirit.</p> <p>Following this time of reflection, a poem was read and the time ending in prayer.</p>
2.	<p>Apologies for absence</p> <p>Apologies had been received from: Simon Honeywell, Karen Killick & Guy Wingate</p> <p>Matt declared an interest as his wife is an employee Richard declared an interest as his wife is an employee Martin declared an interest as an employee of the diocese Margaret Vaughan declared an interest as Lay Chair of DDBF</p>
3.	<p>Approval of minutes of 17th November PCC Meeting</p> <p>The minutes from 17th November were approved.</p> <p>Proposed by The Chair, all those present at the meeting were in favour. 2 Abstentions</p>
4.	<p>Matters arising and Chairs update – Matt</p> <p>Christmas has started really well, with a really good atmosphere at both the Carol Service and Christingle. The Connect Christmas lunch had gone very well and the team had made people feel very welcome.</p>

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	<p>We have had schools in to the church last week and they continue this week.</p> <p>Kathryn is in the end of term assemblies throughout the week at Egglecliffe and Matt is leading assemblies at Yarm School, Teesside High and Ian Ramsay.</p> <p>Ruane Palimaruc and Jill Munby are looking at design and verses for the Centre toilets and entrance area.</p> <p>The contemplative prayer night went well and it is good to offer different styles of worship throughout the year.</p> <p>In the new year Youth Kintsugi is starting an Egglecliffe School and The CAP course begins.</p> <p>In order to comply with our insurance requirements it was proposed by Pamela Rushton and seconded by Richard Wakefield that Youth Kintsugi and CAP become church ministries authorised by the PCC. All were in favour.</p> <p>Matt thanked the PCC and all those who lead the various ministries for their contribution during the year.</p>
5.	<p>Youth Hub Bid – Matt Levinsohn</p> <p>The details of the Youth Hub Bid had been shared with the PCC prior to the meeting. If successful the bid will provide a grant of approximately £60K over 3 years. We will be required to report quarterly / termly on the progress towards the targets identified in the bid.</p> <p>In addition to the details shared the bid now includes a sustainability plan to show how the impact of the bid can continue beyond the three year funding. A governance document has been produced which confirms that the new youth leader will be employed by the PCC and line managed by Matt. A risk assessment has been produced to identify what would happen as a result of certain things failing to happen that have been identified in the bid.</p> <p>This will be the first Youth Hub in the diocese.</p>
6.	<p>Financial Update – Guy (via email)</p> <p>No surprises in end of November accounts.</p> <p>Surplus for year continues from having vacant Youth Pastor position earlier in the year.</p> <p>Spend on utilities in under budget, but monthly payments much higher now in colder winter months.</p> <p>Maintenance costs will end the year on budget rather than underspent - mainly driven by work on flat.</p> <p>The amount of surplus at end of year will decrease a little now that we are paying salaries for full complement of staff.</p>

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	<p>TLG training delivered and we start regular monthly charge for ongoing support starting in December.</p> <p>Ammendment to budget:</p> <p>Correction made to Real Living Wage which has added c. £500 to next years planned expenditure. The budget included a 4.1% increase for staff salaries but the Real Living Wage has increased by 6.7%.</p> <p>It was proposed by Martin Howard and seconded by Paul Wheeldon that we amend the budget to reflect this change. All in favour. Matt abstained due to his wife being affected by the pay increase.</p>
7.	<p>Safeguarding Update – Diane</p> <p>1. Actions taken since last PCC:</p> <ul style="list-style-type: none"> a. Parish Dashboard continued to be updated – now at 97% progress. b. Ministry Leads were asked to contact those in their team that were non-responders to request for RADA (Domestic Abuse) training sent at beginning of November. This was accomplished, however, 6 are still outstanding. There are 12 volunteers signed up for face to face training provided by the diocese in February 2026, along with 4 from another local church. c. Further risk assessments are being worked on: Ukraine Café, TLG and Kintsugi Youth (using Egglecliffe School RA and protocols). d. Matt and Diane had termly safeguard meeting on 01.12.25 where further risk assessments needed were identified, safeguard discussion questions for PCC were designed and safeguard plans for next few months were decided. Matt and Diane need to discuss how the church may better respond to victims and survivors. e. Diane has attended the last two extra masterclass training sessions for PSO with the diocese: Keeping Yourself Safe, Professional Boundaries, and Lone Working; and The Final R: What Happens After a Referral. <p>2. Future actions needed:</p> <ul style="list-style-type: none"> a. Some new ministries need to write a risk assessment - Diane has contacted ministry leads to write them: Men’s Breakfast, CAP, Ladies Social Events: Make and Mingle. b. From Masterclasses – continue to construct signposting for support and develop relationships with such links. c. From the Dashboard, at December meeting PCC will discuss how to encourage those in leadership roles to better promote vulnerable groups; and how they can better support people in safeguarding roles. d. In January, PCC needs to review the Safeguarding Action Plan, procedure for dealing with safeguarding concerns and allegations, and list of church activities. <p>3. Safeguard concerns:</p> <ul style="list-style-type: none"> a. No concerns have been raised this month.

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	<p>Prior to the meeting the PCC had been shared with a number of documents and the responses to the following points were reviewed.</p> <ul style="list-style-type: none"> • The vulnerable groups in our church are.... • Those in leadership could engage with those in vulnerable groups in our church better by.... • Challenges to those in safeguarding roles in our church are... • The church could better support those in safeguarding roles by... • Support for those in safeguarding roles might be different to lay/clergy by... • Our response to those reporting abuse is typified by... • We know we are victim centred and trauma informed because • How do people know the disclosure process in our church? • How confident are we safeguarding concerns are responded to appropriately? • What support is offered to those who have suffered abuse whether that be in church or outside of it? • For support offered by organisations other than the local church, what do we signpost of help people to access? • What theological and biblical ideas might be used with victims and survivors? Are they used sensitively, with their consent and to provide care and support?
8.	<p>Calendar 2026</p> <p>The calendar for 2026 was reviewed</p> <p>January Barn Dance - 24th Jan Alpha Course CAP Course Make & Mingle – 29th Jan</p> <p>March Murder Mystery Event - 21st March</p> <p>April Holiday Club – supported by an American Mission Team</p> <p>May Church Fete 23 or 24th May (possibly incorporate a Bake Off event) Bereavment Course</p> <p>June Death Café - 20th & 24th June Church Camp - 26-28th June</p> <p>July Outside Service - 12th July</p>

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9.	<p>Work Party Next Steps</p> <p>Discipleship – Richard to update the congregation in January on the key findings of the survey.</p> <p>Buildings – Action Plan to be develop and confirmed. EcoChurch Silver Award requirements to be confirmed (suggested possible focus for the Church Fete)</p> <p>Community – A questionnaire is being developed to go out to Ministry Leads in January</p>
10.	<p>Wardens Report – Chris Vass & Karen Snowden</p> <ol style="list-style-type: none"> 1. Windows update further discussions have taken place. Martin Howard has obtained information from the Diocese, about types of secondary glazing which may be allowed. Further quotes needed considering this new information. 2. Damp at the 558b flat – work on damp course has been completed and the total cost was £970.00 – We went with the company who had completed work in the corridor of the flat and who recommended that only the entrance hall needed damp proofing as the original work on the other corridors was still good. Peter (Caretaker) has started repainting the corridor and the entrance carpet will be replaced. <p>We are seeking a further quote for replacing the kitchen air extractor in Flat 558B as the extractor is not working and the unit is too old to repair. If the quote to replace the air extractor is below £200, we shall proceed to have fitted.</p> <p>The tenant has been informed of the rent increase in person, and he has received a letter to that effect.</p> <ol style="list-style-type: none"> 3. Some carpet tiles have lifted in the Nave, but this work has been easily remedied by us. 4. Broken window and office door window after centre break in have been replaced, the cost of the repairs was £264.00. A new door alarm has been fitted to the fire doors in centre to improve security. 5. Boilers in the bell tower serviced 6.11.25 and both are working efficiently. The electricity supply to the separate boiler in the Narthax has been reconnected and there is now hot water in the toilets. 6. Replacement fencing is needed for the boundary fence on Yarm Road. Fencing has also been requested to make the space at the back of church secure and to be able to use the garden space as an outside area for Trailblazers and Youth. We are aware of

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	<p>regulations required for a area to be used as a play space for children. Quote obtained from Thornaby Landscapes total for front fence, side fence and gate side fence and gate to back of church was £3,480. Front fence only £1, 380. Additional quote from Fencing UK Total £4,562. Front fence only £2,066. The Community Payback team have also offered to do the fencing if the materials can be provided. This is to be investigated further.</p> <p>7. Permission granted for tree work granted by Stockton Council on 5th Dec. Permission granted from Diocese 9th Dec under List B. Quote from Tree boy Ltd £480</p> <p>8. Further roof tiles have slipped from the roof (north side) due to high winds – John Whitfield will be completing this work. A new leak has appeared on the library wall John Whitfield has looked at and will be sending us a short video of what repairs need to be completed. It was proposed by Chris Vass and seconded by Karen Snowden that we accept a quote of £800 for the roof repair. All were in favour.</p> <p>9. Last year we obtained a quote to stop the pigeons nesting under the solar panels but due to the cost we did not proceed. John Whitfield (roofer) contacted us last week to say he had over ordered for another customer and would install on our roof FOC.</p> <p>10. It has been noted for some time that our metal fencing rails on Dunottar Avenue require painting. Matt mentioned to Councillor Jim Taylor and he is looking at getting some lads on probation to complete this work for us, the scheme is called Community Payback. We would only have to pay for the Hammerite paint, brushes, wire brushes. We are presently cutting back the Laurel hedge to make the railings it easier to paint. They have completed their own risk assessment; we would need make arrangements with the Project Officers over use of our toilet facilities. They may be able to start preparation work on the fencing within the next week or two. They may have between 2 and 6 lads on the job and they would come one day a week until the work was completed.</p> <p>11. Whilst the Project Officers from Community Payback were looking at the work required to restore the metal railings fence, we put it to them the fencing project mentioned above and the need for help in cutting back further bushes at the back of the church – they indicated that this is something they may be able to do for us and we would only have to pay for the materials.</p> <p>The wardens were thanked for all their hard work in maintaining our buildings.</p>



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11.	<p>Any Other Business</p> <p>It was noted that whilst the external lights to the hall had been replaced earlier in the year, the area alongside the meeting room is very dark. A quote will be obtained to improve the external lighting in this area.</p>
-	<p>Close - The meeting finished with prayer at 8.56 pm</p>
-	<p>Date of next PCC meeting – Monday 19th January</p> <p>Opening reflection to be led by Margaret Vaughan</p>