

Christ Church Downend
Minutes of Parochial Church Council Meeting
6 May 2008

Attendance: Joyce Bevan, Martin D Brown, Myra Brown, Stuart Bunting, Geoff Cater, Brenda Greet (Secretary) Geoff Greet, Paul Hacker, Ray A Hackney (Treasurer), Richard Harris, Patrick de la Hunty, Martin Jefferies, Helen Johnson, Adrian Lewis, Debbie Paragreen, Pauline Pearce, Bill Robbins, Rev Jonathan Vickery (Chair)

Apologies: Sally Bartram, Penny Long, Andy McNeill, Rev Penny Nash

Opening Worship:

JV welcomed the newly elected PCC, particularly new members Geoff Greet (Church Warden), Stuart Bunting and Martin Jefferies. The meeting opened with meditation and prayer focused on Paul's letter to the Ephesians Chapter 1, Paul's passion for the church in Ephesus. Each member of the PCC was invited to write a prayer for Christ Church in relation to the coming year.

Election of Officers:

i. Brenda Greet was elected Secretary

Proposed: Bill Robbins

Seconded: Geoff Cater

ii. Ray Hackney was elected Treasurer

Proposed: Geoff Cater

Seconded: Helen Johnson

iii. Martin Brown was elected Vice Chair

Proposed: Geoff Cater

Seconded: Helen Johnson

All appointments were unanimous

Verger: JV advised that after 23 years of faithful service Mary Francis had decided to step down as Verger along with Margaret Randall, who has assisted her for the last 10 years. Andy McNeill had agreed to take on the responsibility of Verger, but Mary and Margaret would continue to help if and when required. It was agreed that the PCC would fund the purchase of a new cassock for AMcN.

7/08

MINUTES:

The minutes of the meeting held on 5 March were approved as a correct record and signed.

8/08

MATTERS ARISING:

i. Administration

a. Name of sector - following discussion it was agreed that the name for this sector should remain as Administration.

b. Personnel Panel MDB reported that the group had recently had another positive meeting and were continuing with the development of policies. Marguerite Luck had joined the group as secretary.

c. Parish Office BG reported that Annette Linton had left the post of Parish Administrator on 30 April to take up a key role with CAP at Haven House. A farewell lunch had taken place and a presentation made to Annette. Linda Rees has been appointed to the post of Assistant Parish Administrator and is due to start in the role on 9 June.

9/08

NEW BUSINESS

i. Circulation of Parish Link

JV reported that at the recent Communications Team meeting it was recognised that there was potential for a wider audience of the Parish Link. Following a meeting of the Infant School Governing Body, it was suggested that a copy of the Parish Link might be given to every child in the school. If this were extended to the junior school children as well and perhaps other schools in the Parish approximately 2000 Parish Links would be required. Currently the charge is £360 whereas the cost for 2000 would be £517. It was agreed that this would be an excellent way forward to reach out to more parishioners.

ii. Authorised Lay Minister

JV formally asked the meeting to support RH financially with his training as an Authorised Lay Minister (Reader).

Proposed: Ray A Hackney

Seconded: Paul Hacker

RH thanked the meeting and asked that he be remembered in prayer particularly during June when the selection conference is to take place.

iii. Transfer of Licence

JV asked for support for Heather Bunting who wished to transfer her licence as a Lay Minister from her old Parish St Leonard's Malmesbury to Christ Church Downend.

Proposed: Bill Robbins

Seconded: Joyce Bevan

iv. Training

JV advised the meeting that MB had agreed to attend a training session about conducting funerals. This was with a view to MB conducting funerals on her own in future, which would be a great support to JV and PN.

v. Diocesan Environmental Policy

The Diocesan Synod has adopted a Diocesan Environmental Policy and every Parish has been asked to adopt the policy also. In order to achieve this objective it was agreed that a group should be set up to champion the project. Geoff Payne will be asked to take the lead with the help of PH and RH and others from the congregation who have a particular interest in environmental issues. Once a local policy has been drawn up it should be brought to the PCC for approval.

vi. CAP and Haven House

MDB advised that CAP had officially opened on 2 May at Haven House. A time of prayer and praise had taken place to thank God for his blessing on this new mission.

Under CAP rules, a period of six weeks has to elapse before clients can be accepted. The interim time should be spent advertising and raising the profile of the centre. Support from local churches had been encouraging and people were already 'queuing up' for advice. The venture is financially sound at the moment but more funds may be required in September once someone is appointed to cover a third day.

MDB briefly advised on the current situation with Haven House. Following a serious incident Karen Jones, the manager of Haven House had conducted a risk assessment and presented the findings to the Trustees of Haven House. Karen felt unable to continue and handed in her notice. The current Trustees are seeing this as time to reassess the way Haven House is called to operate, and are looking to appoint new Trustees as soon as possible. HH is at present closed to the public, but open to groups to use if booked in advance.

PP wished it noted that not all volunteers had personally felt 'at risk' as they felt covered by the Holy Spirit.

MDB reported that whilst at Spring Harvest he had felt moved to take things forward at Haven House. He shared his thoughts on his commitment to become a Trustee and to seek God's guidance on how things should be taken forward. MDB acknowledged that it was inevitable that people might feel confused about why the centre had to close. A time of prayer and vision seeking was to be held on Thursday 15 May at 7.45pm for all those with a heart for the mission at Haven House.

vii. Treasurers Report

RAH was pleased to report that he was the bearer of good news. April accounts indicate that income exceeds expenditure by a considerable margin. This was partially due to the receipt of monies from the sale of 8 Farm Court (approx £65,000) and also from a gift of £8,500 from one member of the church, to the General Fund. The latter amount exactly matched the General Fund year end deficit. It was acknowledged that thanks and praise were due to our Lord for this answer to prayer.

Time would need to be taken to consider how the money from Farm Court should be used.

The Treasurer asked for a change to the PCC bank mandate. It was proposed that PN, GG (as Church Warden) and BG (as Parish Administrator) be added as signatories; with the proviso that GG and BG do not sign the same cheques or payments.

A recommendation of Steven Taylor the Independent Examiner was that North Street Hall and Quakers Road accounts should be presented to the PCC every quarter. This had not been requested in time for the March accounts so the accounts for the first six months should be brought to the next PCC meeting.

It was recognised that in the interim time before any decisions were made regarding the building project some essential work was needed both in the church and North Street Hall. It was agreed that the Church Wardens should set up a working party to identify, and where appropriate under take, work required in the church, particular attention being paid to the internal north wall. BG would ask the North Street Hall committee to highlight work needed in the hall and, as appropriate, obtain tenders for any larger jobs required.

viii. Development of church buildings

BR summarised that the consultation exercise had proved useful. The feedback from the survey and verbal feedback from home groups and members of the congregation whilst generally positive highlighted that a number of people were unsure what the vision was. A number had indicated that the consultation had been their first opportunity to hear about the project.

It was agreed that it would be beneficial to clarify exactly what we are seeking to achieve by reordering the church and hall and to explain the rationale behind it. The PCC recognised that it was crucial to emphasise that no final decisions had been made. It was agreed that over the summer months the project steering group and the PCC should work on a document to clarify the main reasons for the project and what the potential benefits would be, asking the whole membership of the church for feedback in the autumn.

ix. Arrangements for PCC afternoon (Pentecost Sunday)

Led by Canon Douglas Holt, Director of the Diocesan Parish Development Team, the aim of the session will be to explore 'What it means to be an effective PCC' - how can we recognise and value everyone's special contribution to the team? The afternoon will conclude with Celtic Evening worship at which Douglas will preach.

x. Electoral Roll Officer's Report

No further report had been received since the APCM when it was reported that there were currently 274 people on the Electoral Roll.

xi. Safe from Harm and Letters of Thanks

a. BG reported that the following had been approved to work with children and youth:

Richard Bacon, Robert Southgate, Deborah Paragreen, Katherine Prosser, Grace Higgins, Joanne Osmond, Caroline Marshall, Alex Clarke, Sally Ashton, Joanne Hacker, Darren Jarvis and Sarah Lamont.

It was agreed that Helen Barnett's name could be submitted for CRB check to enable Helen to work in the crèche.

b. Thank you letters had been received from:

CMS, Bristol Nights Project and St James' Priory Project.

The Meeting closed in prayer

Date of Next Meetings:

**Wednesday 9 July Building Project Special Meeting
7:15 at Haven House**

Monday 14 July 7:15 at Parish Church

Monday 15 September 7:15 at Parish Church

Tuesday 11 November 7:15 at Parish Church

Monday 12 January 7:15 at Parish Church

Tuesday 10 March 7:15 at Parish Church

Monday 11 May 7:15 at Parish Church

Tuesday 14 July 7:15 at Parish Church