

Christ Church Downend
Minutes of Parochial Church Council Meeting
26 February 2009

Attendance: Joyce Bevan, Martin D Brown, Myra Brown, Stuart Bunting, Brenda Greet (Secretary), Geoff Greet, Ray A Hackney, Martin Jefferies, Adrian Lewis, Andy McNeil, Rev Penny Nash (Chair), Debbie Paragreen, Bill Robbins, Rev Jonathan Vickery

Apologies: Geoff Cater, Paul Hacker, Richard Harris, Patrick de la Hunty, Helen Johnson, Penny Long, Pauline Pearce

Opening Worship:

PN led a time of group prayers based on Acts 7 v 44-50 'What kind of house will you build for me?'

04/09

MINUTES:

A correction was noted that the amount donated to the General Fund was £8500 and not £8000 as documented; the minutes of the meeting held on 12 January were then accepted as a correct record and signed.

05/09

MATTERS ARISING:

ACTION

i. Treasurer's report (RAH)

The 2008 accounts were currently with the Independent examiner. Once agreed the accounts would be presented to the PCC and signed off by the Chair.

JV thanked RAH for the huge amount of work that he had contributed in compiling the accounts and for the promptness of presenting them for examination.

It was noted that there had been an increase in giving during latter part of 2008 acting as an apt reminder that 'the measure you give will be the measure you get'.

ii. Building Project - BR reported

Three project groups had been set up:

PH leading on the audio/visual system requirements

Mike Pearce leading on review of the church kitchen and toilets

Norman Low and the NSH committee reviewing the needs of NSH

A specification had been received from Sarnifil following a survey of the NSH roof. No price quote had been received to date.

i. Prior to commencement of New Business, JV advised of the **appointment of PN as Team Vicar for Holy Trinity, Potten End and Youth Minister for the Berkhamsted team** in the Diocese of St Albans. The appointment had been announced in the Church Times. JV offered PN official congratulations on her success and every blessing in her new role.

ii. **Key Questions for Christ Church (MDB)**

A discussion document had been circulated to all members of the PCC, MDB stressed that nothing had been decided on the future requirements once PN left in July. The document was purely an aide for debate to help determine what the requirements actually were.

The majority of the meeting was taken up with sound discussion trying to establish God's will at this critical stage in Christ Church's history.

Various options were considered including:

- a. whether an Associate Minister's post could be supported independently if there was no financial support from the diocese.
- b. establishing a new role of Parish Worker
- c. establishing a new 'management' role or appointing an ordained person with management experience.

RAH MDB

No final decisions were made but it was **agreed that RAH and MDB would produce comparison budgets looking at the various options.**

Proposed: PdIH Seconded: GG

JV

JV would also discuss further with the Archdeacon, at their meeting later in the month, the feasibility of the Diocese supporting an Associate Minister.

iii. **Consultation with 8am and 9.15am Congregations (JV)**

As part of a consultation process three letters had been received, in relation to this topic, voicing opinions about possible changes to both services due to reduction of clergy after July 2009

JV advised that the Bishop had ruled out Lay Ministers officiating at Holy Communion services therefore some reduction in the number of HC services would be necessary once PN left. Roy Barker had kindly agreed to continue to help at weekday services and at 9.15am

JV PN

JV announced that he could continue to take the 8am service on the 1st, 3rd and 5th Sunday of the month.

There would be no change to the 9:15 service at the Church Centre

iv. Salaries and review dates (MDB)

BG and GG left for this part of the meeting.

MDB advised that the final draft of the Employee Manual was available. BR agreed to proof read this on behalf of the PCC. Letters of thanks would be sent to the members of the HR group.

Salary increases were agreed for the organist, admin staff and Children's Worker.

New Organist fees: £65 weddings, £60 funerals, £25 evening services.

The role of the Parish Administrator had changed considerably and this was taken into consideration when reviewing salaries.

Letters would be sent to staff advising them of their pay rises.

BG

It was agreed that a sub-group should be set up to review CAP staff salaries and to undertake all annual reviews in future. BR and PdlH agreed to be involved in this group.

v. Operations Management Group (MDB)

It was recognised that the PCC were not always in a position to ensure that agreed actions were taken forward. Neither were they available on a weekly basis to make critical decisions about day to day events.

It was therefore proposed that the Standing Committee should, in effect, become the OMG as a bona fide sub group reporting direct to the PCC.

The group would comprise of the Vicar and any clergy (as required), Church Wardens, Parish Administrator, MDB as Lay Reader, Treasurer and another member of the PCC - BR volunteered for this role. Other members such as the Verger would be invited to relevant meetings.

The formal remit of this group would be discussed at the first meeting and Terms of Reference drawn up. It was anticipated that the main areas of responsibility would be:

OMG

- Finance
- Employees
- IT
- Property (including Glendale)

Proposed: MDB

Seconded: GG

vi. Signage to CC (JV)

JV advised that he had again been in contact with the council to arrange signage to Christ Church. No final decision had been agreed but if this did go ahead the church would be expected to contribute towards the cost which would be approximately £50-£60, this was approved.

vii. Electoral Roll, Safe from harm

No new names had been added to the Electoral Roll.

Safe from Harm - the following names have been approved:

Fred Travers and Sheila Robbins

There being no further business the meeting closed with prayer.

Dates of Meetings: N.B. meetings now held six weekly

Wednesday 8 April 7:15 - Haven House - note change of venue

APCM SUNDAY 26 APRIL - 11:30 - PARISH CHURCH

Thursday 21 May 7:15 - Parish Church

Tuesday 30 June 7:15 - Parish Church

Wednesday 2 September 7:15 - NSH