

Christ Church Downend

Minutes of Parochial Church Council Meeting

21st May 2009

Present: Rev Jo Vickery (Chair), Rev Penny Nash, Geoff Greet, Joyce Bevan, Martin D. Brown, Myra Brown, Stuart Bunting, Paul Hacker, Ray Hackney, Rachael Hill, Helen Johnson, Adrian Lewis, Andy McNeil, Mike Parsons, Pauline Pearce, Bill Robbins.

In Attendance: Kate Williams

JV explained that Brenda Greet has stepped down from her role as PCC Secretary and informed the meeting that Kate Williams, with the guidance of Myra Brown, has agreed to take minutes of the meeting with a view to taking on the role of secretary in due course. JV asked all those present if there were any objections to this. The PCC welcomed this suggestion and Kate to the meeting.

Apologies for absence

Apologies for absence were received from Paul Churchill and Richard Harris.

Opening worship

A prayer of reflection and meditation was lead by HJ.

Appointment of PCC Secretary

JV started by sincerely thanking Brenda Greet for all her hard work as PCC Secretary. An appointment of the next PCC Secretary will be decided at the next PCC meeting.

RAH was elected as PCC Treasurer and thanked for all his work in that demanding role.

JV explained that as HJ was now an employee of the PCC she could not be an elected member. The PCC therefore voted to co-opt her on to the council,

Proposed: Bill Robbins

Seconded: Paul Hacker

PP explained that it was a pre-requisite that the numbers of people voting for, against and abstaining should be recorded in the minutes. PCC agreed with this idea and the vote was unanimously decided to include numbers in the future minutes.

Minutes of the last meeting

The minutes of the last meeting were agreed as an accurate record and were signed by Rev Jo Vickery.

Matters arising

i. Environmental Sunday

GG reported that the drains outside of the Church will need to be serviced and cleaned, as they are starting to smell.

Brief discussion followed on low watt bulbs and the difficulties of changing the bulbs in the chandeliers.

ii. Church Offering

GG reported that since the offertory plates were re-introduced through the service, there has been an increase in the offertory.

GG asked for six offering bags to be purchased, this will ensure discreet offerings.

Proposed: Geoff Greet

**Seconded: Ray A Hackney
ACTION GG, RAH**

iii. Building Project

BR spoke regarding Church re-ordering, following a visit from the architect. Church architect has advised PCC not to spend any money but to take the project to the Diocesan Advisory Committee (DAC). BR suggested PCC keeps going with project in spite of the many obstacles that lay ahead. JV felt encouraged and said PCC must pray about God's plan for what we're doing. JV also thanked BR for all the effort he has put in.

iv. Operations Management Group

OMG was working well as a sub group of PCC looking at employee issues, IT, finance and property of buildings. BR helped to compile the Employee Manual, which every employee should have a copy. Contracts to be updated and copies will be given out at the next PCC meeting. BR asked if Terms of Reference should be changed, for example: Standing Committee.

SB spoke about the potential of the website to improve communication between PCC and Church and asked if Communications should be included in brief of OMG. This was agreed.

Proposed: Stuart Bunting
v. Church Cleaners

Seconded: Paul Hacker

The appointment was announced of new Church cleaners, Angela Avent and Linda Cross. JV passed on sincere thanks to Barbara and Dave Tooby for a superb job as the previous Church cleaners and also to Brenda Greet for interviewing and appointing Angela and Linda. Home Groups were also sincerely thanked for their help with the cleaning before the new appointments. Kate Williams read out a thank you card from Barbara and Dave Tooby for the lovely flowers given to them as a leaving gift.

New Business

i. Treasurer's Report

RAH stated that the Treasurer's report is already out and is hoping that the Church's database is up-to-date as it will need to be correctly up dated by September 2009. RAH explained that the PCC will have to be registered as a separate charity with the Charity Commission and this entails that the personal details of the PCC Trustees must be forwarded to the Charity Commission by the end of September 2009.

JV explained that there were still some spare places for Church Weekend at Lee Abbey (12th-14th June 09). Christ Church Ecclesiastical Charity has agreed to make up the shortfall. BR suggested that more information and publicity might be given at an earlier stage in future years.

ii. Associate Minister

JV advised that following consultations with Archdeacon Alan Hawker the post will be advertised from 5th June 09. The draft of the advert and details of post were discussed and finalised by PCC. PP, HJ and MDB were approved as PCC reps on interview panel. Cost of advertising discussed and vacancy being posted in the Church Times and the Church of England Newspaper.

iiib. Licensing of Revd Chris Dobson

JV informed the PCC that Bishop Lee is to license Chris Dobson to Christ Church on the 5th July'09 in the evening service at Christ Church.

iii. Draft Strategy for Whole Life Discipleship

PH produced a mind map of the outline strategy for Whole Life Discipleship. PH spoke about the need for a gradual change, with an initial focus on the telling of personal stories and the development of Life Groups (peer groups). PH discussed the ideas in terms of a

'Total Living Concept' (TLC). The strategy was enthusiastically welcomed by PCC and the Discipleship Strategy Group would refine it. PCC members were invited to email Paul with additional ideas/comments before next meeting.

ACTION: PH and PCC

iv. Youth and Children's Ministry

PN brought to the attention of the PCC the provisions needed for the youth of the parish. PN explained that a meeting with the youth team leaders has taken place a week earlier and discussions were held regarding the current youth teams resources. PN advised that there is a lack of resources for the older section of the youth of the parish and a lack of communication regarding changes in church services can cause a problem when organising youth activities. PN concluded that the accommodation for the 11+ section is not appropriate and asked the PCC whether it would be possible for a paid youth worker to be employed by CC to oversee the youth work and teams.

PCC asked PN to communicate with Tracie Jenkins and to also provide a job description for a paid youth leader (20 hours per week).

The PCC unanimously agreed to appoint a youth worker and for a job description to be drawn up as soon as possible. The appointment will be funded by Christ Church Ecclesiastical Charity for one year.

It was agreed that a job description would be produced and circulated to the PCC in advance of the next PCC meeting.

Proposed: Bill Robbins

Seconded: Pauline Pearce

ACTION: PN

Closing Prayer

Everyone shared the Grace together.

Date and Time of Next Meeting

The next meeting for the Parochial Church Council will take place on Tuesday 30th June at 7.15pm in the Parish Church.

