CHRIST CHURCH DOWNEND
Minutes of Parochial Church Council Meeting
Monday 21st November, 2011

Present: Rev Jo Vickery (Chair), Rev Paul Peterson, Ray A Hackney, Helen Johnson, Andy McNeil, Pauline Pearce, Mike Parsons, Roy Pope, Bill Robbins, Robert Southgate, Derrick Thompson, Jill Williams

Learning to Live the Life – Worship (JV)
Questions and Prayer
There are three areas to pray about in thanksgiving for who God is and in people's commitment to his ways on earth. The three areas (3Rs) for giving thanks are: (1) the **R**ange of types of worship, from traditional to youth services; (2) the **R**esponsibilities taken on seriously and joyfully by so many people to facilitate the many programs and services offered by the church; and (3) the enthusiastic and full-on **R**esponse to worship and to financial giving.

Apologies of Absence
Apologies of absence were received from: Martin Brown, Paul Hacker, Adam Parfitt

Minutes of the last meetings
The minutes of the meetings of Monday 18th July and Thursday 22nd September were approved for signature, and the minutes of the meeting of Wednesday 19th October were approved for signature, with one correction - the addition of Jamie Paddon's name to those present at that meeting.

Matters arising and Volunteer Opportunities

1. **Haven House Charity Update**

Haven House Charity to be closed; the bank account has not yet been transferred to the PCC account. **RAH** will look into the matter. The percentage split has also not been clarified. A small committee, under PCC leadership, is needed to manage the building – to deal with repairs and other work to be done. **MB** will be asked to put a notice in the pew sheet asking for volunteers.

2. **Health and Safety Policy (BR)**

A model health and safety policy needs to be adopted. At the moment there is a distinct lack of written policy, beyond a paragraph in the staff handbook. Two or three volunteers are needed to review and adapt the policy for our context, ensuring all risks are considered. **Volunteers to BR please**

New and Ongoing Business

Re-ordering Update (JV & DT)
Updated Plans from Architects

The full building team met after the PCC meeting in October. An apology was received from Matt Harrison of White Design for the quality of the presentation and unexpectedly high cost projection given at that meeting. He explained that the quantity surveyor had used the highest spec figures for everything, and that there had not been time to discuss these with the White Design team before the presentation.
A project brief from White Design was distributed summarizing the original design with lower costs which led to a discussion on the raising of the necessary funds. The plans will be made available for comments on the White Design website. There was a

positive response to the revised plans and it was proposed that the Concept Designs (RIBA Stage C) be accepted and presented to the church in January for feedback.

Proposed: BR **Seconded: RAH** **Unanimously Approved**

North Street Hall Proposal (BR)
Architect plans for the youth facilities in North Street Hall were distributed. It was noted that Traidcraft would be asked to vacate their current home. **MP** queried hall and church projects being separated when the PCC had already agreed beforehand that they be kept combined. **DT** stated that because of the nature of the projects, it would be easier to get grants for North Street hall. **RS** put forward that it must not be forgotten that when the North Street Hall was first built, donations came in from the community as well. **PP** expressed concern about lumping the two projects together due to differeing timescales, and emphasised the aspiration that the North Street project be completed in summer 2012. **DT** stated that the fundraiser would be likely to want to keep both projects together. It was agreed that repairs to the roof are a priority, followed by the renovations to North Street Hall, for which **BR** will get the architects to redraw the plans to specification.
BR proposed that when the plans are put before the congregation, that all the projects be presented together, giving a timeline for when the jobs are to be done.

Proposed: BR **Seconded: RAH** **Unaninmous Approval (after prayer)**

Next Steps including Engagement of Fundraiser
The plans will be presented to the congregation in January 2012 with projected cost, priority and timeline. Before that point three potential fundraisers will be interviewed and one appointed. **JV** requested that the Moldova aspect of the project be put to the congregation at the same time (10% of donations). It was further suggested that the presentation to the congregation be pictorial and very clear. **PEP** suggested that the young people be involved in the fundraising.

2. Financial Matters (RAH)

Treasurer's Report (previously distributed)
The projected shortfalls in the budget have largely been made up by legacies. Giving is down this year, the main reasons being the present economic climate and some key members of the church moving away, which has resulted in reduced giving of approximately £600 per month. He estimates that the economy will be worse next year and that Christ Church's deficit based on current levels of giving will be around £40,000. Though he is worried about the situation from a treasurer's perspective, he is wearing his "faith hat", and advises prayers for the finances of the church and the giving for life initiative. *Giving for Life* packs have been distributed to all members of the church.

Appointment of Independent Examiner
Steven Coombs was proposed as Christ Church's Independent Examiner.

Proposed: RAH **Seconded: MP** **Unanimously Approved**

Family Worker Funding (RP/JW)
For 2012 a Grant of £4,000 has been approved by the trustees of the Ecclesiastical Charity.

Draft Budget for 2012 including Parish Share proposal
A draft budget had been circulated, and is subject to amendments from the OMG.
The level of parish share for 2012 was discussed in the light of our potential deficit.
BR proposed that it be kept at £110,000.

Proposed: BR **Seconded: RAH** **Unanimously Approved**
RAH to inform deanery treasurer.

3. OMG Minutes (BR)
Correction: the Parish Hall will not be closed over the Easter period as stated in the minutes of 11/11, but over the Christmas period.

4. Safeguarding Issues

Youth Mentoring Review (PP)
The TAG mentoring program is due for its six-month review, but is still in the early stages of development (three young people being mentored). PP and Sally Ashton were happy with how things were progressing to date and proposed that the programme be reviewed again in twelve months time. Unanimously approved. **PP to make necessary amendments to printed policy.**

Vulnerable Adults Policy (PP)
Following diocesan advice, Sally Ashton's recommended that the Safe from Harm Policy be amended to cover children up to 18 years of age. Moira Staley (who is in the process of being CRB checked) has volunteered to take on the role of Vulnerable Adults Officer to relieve some of the burden on Sally. Shelley Peterson, Sally and Moira will meet to review and develop the Vulnerable Adults Policy. PP proposed that Moira be approved and that the updated policy be brought to the PCC for approval in due course.

Proposed: PP **Seconded: RS** **Unanimously Approved**

Safe from Harm nominations (PP)
Safe from Harm nominations were received and approved for:
Gary Smart and Belinda Stowe.

5. **Correspondence**
None

Closing Prayers

Dates of next PCC meetings: (7.15pm at Parish Church)

Wednesday 25th January, 2012
Thursday 29th March, 2012