

St Peter's Church PCC meeting Minutes
24th September 2024.
7:00pm – 8:30pm

Present:

Ian Birt	Bella Blake,	Kate Blake	Helen Camm
Charles Stones	Chris Clayton (Chair)	Jan Edwards	Sian Lockwood
Catherine Medforth	Karin Shaw	Mike Davies	Paul Harris
Ruth Thompson-Vear	Leigh Thompson (PCC Secretary)		

Apologies:

Hannah Beck	David Hipkin	Alan Garrow	Steve Gibbin
Beverley Cooper	John Longstaff	Felicity Moss (Ho)	
Tim Robinson (Not invited by mistake)			

1. Welcome and opening prayer

Chris Clayton welcomed everyone and led the LYCiG prayer.
The PCC members agreed that the meetings could be recorded to help with the accuracy of minute taking and that the recording be deleted after minutes are typed up,

2. Bible reflection

Karin led a reflection on readings from 1 Kings 18, Elijah.
Giving us time to be aware of Gods presence here.

3. Apologies for absence

Apologies had been received and were noted.

4. Acceptance of the minutes of March's meeting

The minutes of the PCC meeting held on 25th June 2024 were unanimously approved.

5. Matters arising:

There were no matters arising from Junes Meeting.

6. Finances

David apologies for not being able to attend this month's meeting. He did send through his report.

- Performance against Budget
Our expenditure has been tracked robustly monthly and all payments are being processed promptly within agreed terms. All bank income and gift aid envelopes are processed monthly but we still have a delay in some of the allocation of cash received so income will be slightly below the figure received in the figures below.

- Current Cash Position Balances on 23/9/24

Current	£63,252
Deposit	£121,822
Reserve	£5,342
Total	£190,416
- Fund Positions

We do have to monitor the fund balances closely as we incur deficits and deplete our cash. Our General Fund balance has been reduced to approximately £35,000 and the building fund has been depleted on expenditure for the latest work.
- Giving Analysis

The Stewardship Campaign is still quite challenging to calculate effectively given the variety of donation frequencies. The conclusion seems to be that whilst there has been an increase in PGS the change is likely to be in the region of £12K to £20K per year.
- Donation Station

The income received via the new Donation Station in May, June and July the total income received via this channel was only £505. We should perhaps reconsider how well this is positioned and review the messaging on the donation screens to see if we can drive up ad-hoc gifts.

We need to ensure that wherever we mover the donation station kit needs to be near a power supply. It was suggested that it stand beside the donation tower or near the Welcome Desk.
- Catherine Medforth asked if there could be more details in the (month by month) budget vs actual. Also more detail about the swing of £32k in (Actual vs Budget Income July / September)

7.Lady Chapel

The rationale behind wanting to improve the Lady's Chapel is to make the space more reflective and more prayerful.

We don't need a facility to change the colour of the pew cushions, but we do need a facility if the Waterfall becomes a permanent thing. If we think about the design of the waterfall and make it less permanent, we may get away without a faculty. The PCC have agreed to go ahead with these plans. Payment of this is coming from a donation.

8.Grants Team

We now have a grants team, Richard Morris, Kevin Douglas, Stella Pilling, Charles Stones and Sian Lockwood.

They are looking at a huge fund-raising exercise, looking at the roof long term rather than short term patching. The team are meeting monthly to retain momentum. They are struggling to get quotes, which would help them know how much to ask for in grants. A challenge is that we need to apply for the grant before the work needs to be done. The team will do a proper report to the PCC for our next meeting in November. More

member for this team would be appreciated, so if any PCC member knows anyone with expertise and would be interested to please notify Sian.

9. St Peter's 2035

Chris distributed two draft documents as a starting point.

- A draft outline of groups and areas to look at
- A draft questionnaire for the church to answer

Small group discussion was had by the PCC and here are some of the topics talked about.

We need to think about how we reshape and what are we here for. This will help with securing future grants.

We want to build some teams to help drive the vision. These teams don't have to be solely PCC members, but we do want PCC representation. We need to think about who in our congregation would add value and expertise to these teams.

Paul Harris asked whether this is a Church only initiative or will it involve the wider community? Sian suggested that we need to get the vision right before we think about the building meaning the building is serving the vision of the Church.

10. Eco Church

Nothing is happening until 8th of October because they are changing all the rules, We have had an eco-audit six weeks ago, although unsure when we will get the results of that, it should help to get us grants.

We are trying to reduce the amount of heat we use during winter. We may find that we can't do any better than what we're doing now but we'll give it a go.

11. Inclusive Church update

The Trustees of Inclusive Church have accepted our application to join, anyone wishing to join the Inclusive Church team please speak to Mike Davies.

Next steps are, what do we want the entry to the website for inclusive Church to look like? Another important thing to consider is how do we communicate this?

Catherine Medforth pointed out that this will be a key part of our Vision for the Church.

12. Fabric

Carole produced the report and Sain pointed out that as always Carole and her team are always on top of everything. We would like to formally thank them for their work. Carole has negotiated with the scaffolders and manage to reduce the cost for leaving the scaffolding up from £2500.00 to £ 800.00. And now because the scaffolding is staying up, we are going to decorate it. And remove the trip hazard, once this is completed, we should be able to open all the West end doors.

The Masonry fall and the roof gable repairs are not as bad as first thought, hence they won't need to remove as much as was previously mentioned. We may be able to get this work done and dusted by early 2025.

Another area Carole has managed to sort out is the ventilation problem. The original company didn't solve the issue, so we found an electrician who has come and fixed it.

13. Volunteer Code of Conduct (VCOC) (for Front Facing Volunteers)

We have a high number of volunteers, and up till now we have never told what we expect from them, how to behave and what is and what isn't acceptable.

The goal of this is to draw a line in the sand, outlining what we expect from the volunteers. Chris issued a document the team leaders to critique and then gave the PCC the updated version to review and pass. The PCC agreed and passed the document.

Chris will distribute the final version (including PCC revision) to the team leaders.

Team Leaders will give these VCOC and ensure that team members understand what they are signing.

We will meet again with the team leaders to discuss any changes and suggestions.

The next step is, how do we train our front facing volunteers, how do we equip them and how do we look after them?

was suggested that the volunteers are asked to re-read and re-sign the document annually. There was a discussion on what the volunteers were signing, whether they read it, understand it or whether they agree with it.

We will review this in six months to see how it is working.

14. Safeguarding

There are no new safeguarding incidents.

Kate has decided that after 6 years in the role of Safeguarding Officer it is time to step down, Chris and Sian have someone in mind to invite to take up this position. It was agreed that there should be a deputy position to help in this busy role and Ian Birt has offered to take on the role of Deputy Safeguarding Officer.

15. Occasional Preacher – Update Peter Hallem

Peter has now officially completed and passed his preaching training. He has signed a contract to preach here at St Peter's four times a year.

16. AOB

None

17. Review of meeting

There was a brief review of the meeting by Catherine Medforth

The meeting concluded with The Grace at 8.29 pm.

The next meeting

Tuesday 25th November 2024

7:00pm – 8:30pm

in church.

*Please note the correction of names of the Grants team