

Minutes of the PCC Meeting 20th May 2024

1	Welcome and Prayer
	<p>The Meeting was held at 7.30 pm in All Saints Church and opened in Prayer.</p> <p>Present: (17 of 21) Rev'd Chris Park, Rev'd Judy Lindsey, Peter Aspin (Secretary), Liz Barker (Churchwarden), Keith Blanshard, Chris Clarke, David Chettle, Andrew Coombes (Treasurer), John Farrall (Churchwarden), Carol Gosling, Steve Gosling, Ben Griffiths, Elaine Harvie, Barbara Hemingway, Alison Hodgson, Paul Tiffin, Juliet Wright (Churchwarden).</p>
2	Apologies
	<p>Apologies for absence were received from: Alan Adamson, Pam Baylis, Ian Richardson, Wendy Smith.</p>
3	Minutes and Matters Arising
3.1	<p>The previous PCC Meeting was held on 18th March 2024. No further changes were required. The Minutes were, therefore, agreed unanimously and signed as a correct record.</p>
3.2	<p>The Minutes of the PCC Extraordinary Meeting (held after the APCM 22nd April) were agreed with one minor amendment and signed as a correct record.</p>
4	Mission & Ministry
4.1	<p>LYCIG: Chris P explained that the Group would be meeting on Wednesday 22nd May. The Group will be further considering the findings in the Report that James Simister had left for us.</p>
4.2	<p>Youth & Children: Chris P reported that the ongoing Y&C work was proceeding well, although the Kidz Klub was causing some concern and had moved over to fortnightly meetings with some resulting loss of attendees. Consideration will be given to gaining assistance from our new Intern, Britney Brett and our new Y&C Leader, Aimee Crossland.</p>
4.3	<p>Cake & Company: The meetings are continuing fortnightly with good attendances. Some additional help may be required during this year.</p>
4.4	<p>ECO Group: The next meeting of the Group is scheduled for Friday, 31st May. Two new memorial benches have now been installed outside All Saints Church. Thanks were offered to Chris P and Tom Walters for their handiwork. Peter A highlighted the forthcoming Annual Nature Count which will be at All Saints Church on Sunday 2nd June. This will be after a joint service with the potential for a bring-and-share lunch afterwards. It was noted that Forest Church would also be taking place that day at All Saints. The event has not been publicised outside the church.</p>
5	Finance
5.1	<p>Report & Treasurer's Update Our regular giving is some £4,300 above budget which is encouraging, other items are doing well, and we have benefitted from some funeral donations. Overall income is £7,069 above budget. Expenditure is as expected with some delayed charges from 2023 showing in maintenance and reduced salary costs. The exception to this is our fuel charges where the new tariff is lower than anticipated. This is being reviewed quarterly and savings to date taken as 'permanent'. Overall, we are underspent by £9,970 with about half due to utilities.</p>

	<p>A new restricted fund has been opened to hold approximately £19,000 from a National Lottery Grant. This money is for insulation and boarding works in the south aisle roof at St Andrew's (next to the quadrangle).</p> <p>The preparation of the 2025 Budget will be discussed at the next PCC in July. Groups should consider what items they wish to seek funding for as part of the process. To assist this Andrew C will provide a summary of B&F items, M&O items and the 'General Admin/Support Services' line item.</p>
6	Governance
6.1	<p>Standing Committee Report: The Minutes of the last SC meeting were accepted.</p>
6.2	<p>Trustee Declaration Forms: Peter A reported that forms had been to the 5 new members of PCC, and all had been signed and returned.</p> <p>PCC Working Groups: New members had been considering which Working Groups they may choose to join. There was some discussion around the status and differences between the Working Groups and the Activity Groups and whether this is still an appropriate structure for the governance of PCC business. Given its wide responsibilities the PCC had set up Working Groups each dealing with a specific aspect of our Church operations. These Groups are responsible to the PCC and report back regularly with minutes of their decisions being received by the full PCC and discussed as necessary. It was acknowledged that since the COVID lockdowns some of our groups have not recovered to being fully operational.</p> <p>Peter A agreed to send the updated list of Working Group membership and some description of how the current arrangements work.</p> <p>It was agreed that the LYCIG Group (Leading Your Church into Growth) should continue to remain a 'Group' under the Staff Meeting, until we sort out the remit.</p> <p>Andrew C confirmed that the Mission Prayer Group is consulted with regards to the list of charities that our Church make as its annual tithe-payment.</p> <p>It was noted that every CofE Church has a Standing Committee which is legally established and has the authority to carry out the business of the PCC between meetings, (although it must follow any directions that the PCC has given to it).</p>
6.3	<p>a) Report Buildings & Fabric: The Minutes of the latest meeting of the B&F Group, from Keith B were accepted. In the anticipation of the glazing repair works at AS it was notified that the footpath to the main front door would have to be closed off to the public.</p> <p>b) Update on Building Development: An update report from Keith B was accepted. He confirmed that a carpet for the new north aisle had been purchased. The target for the opening of this new extension would be by the end of July, which would tie in nicely with the proposed joint summer services. The grant money that had been obtained for insulation work on the south aisle at SA would allow planning for work to be carried out by an external company. Andy Smith had started scoping out electric and lighting facilities.</p>

7	Safeguarding
7.1	<p>The current Full Dashboard Report was available for the PCC's attention. This showed items requiring attention had risen from 5 to 9 since the last PCC Meeting. This was due to annual update actions suddenly being required. The Safeguarding Officer had confirmed actions were underway to rectify this. The PCC approved the report and thanked the Safeguarding Officer for her work.</p> <p>The ongoing issue around the updating of the Vulnerable Adults Policy and then later combining it with the Youth & Children Policy was discussed. Ben G said the Policy Group would try to help if additional support could be found. Alison H agreed to support Ben in sending a first trial update of the Adults Policy to Standing Committee on 17th June. It was confirmed that in advance of the combining of the two policies, that each document would be legally compliant.</p> <p>Another area requiring policy development is in the development of a Social Media Policy. There is already some social media content in the current Youth & Children's Policy. The Diocese may have some example material.</p> <p>Ben G undertook to have a conversation with Dot Bevington (Safeguarding Officer) to adopt CofE national policy guidelines initially and then move forwards with more of our own ideas later. Paul T offered to support this initiative.</p> <p>One of the Dashboard Issues referred to Sunday Worship Activity. The meeting was not clear who should nominate people involved and what level of supervision and training would be required. Chris P undertook to approach Ian R to confirm our understanding.</p> <p>No further safeguarding issues were reported.</p>
8	Health & Safety
8.1	<p>The PCC thanked Andy Smith for taking on the role of H&S Officer. Andy had commenced in the role by producing an update of the H&S Policy. During the period of Vacancy overall responsibility for safety passes to our Churchwardens. The document was duly signed by the 3 Churchwardens. A copy of the signed sheet will be placed on noticeboards at each church.</p>
9	Deanery Synod
9.1	<p>John F delivered the Minutes from the last Synod Meeting which took place on 31st January. In the requirement to liaise with a new Area Dean during the Vacancy Appointment Process it was asked if a new appointment had been made. Chris P reported that due to the large scale of York Deanery the area would be split across 3 sub-districts. Our Area Dean would become Andrew Gready. Chris P undertook to contact him and to enquire about the reported grant to the Deanery of 'net carbon zero' monies.</p>
10	AOB
10.1	<p>PCC accepted: that a quorate group of PCC had accepted the following: "PCC supports the engagement of Britney Brett as an intern for a year and supports the funding of a Youth Leadership course for circa. £1500. PCC noted that additional donations will be invited to support this.</p> <p>Proposed: Andrew C Seconded: Liz B Vote: Accepted Unanimously</p>

10.2	<p>It was proposed that Steve Gosling and Carol Gosling be co-opted onto the PCC immediately. This would be converted to full elected member status in September when their listing on the Electoral Role would exceed 6 months</p> <p>Proposed: David C Seconded: Rev Judy L Vote: Unanimously in favour</p>
11	Vacancy – Appointment of a New Rector
	<p>Chris P and Judy L left the meeting and Andrew C took over chairing the meeting (as Lay Vice Chair) to continue discussion of progress in the appointment process for our new Rector.</p> <p>Items covered included the status of the Parish Profile and feedback from the Archdeacon, arrangements for our V2 meeting on the 21st May.</p> <p>Teams were established to bring the work on the Profile to a conclusion, to create the materials for advertising the post and one to review our 'Web presence'.</p> <p>PCC noted the wish to achieve completion of the Profile by the 1st July with a fallback of the 15th and that the process of choosing the Parish Reps would commence at our next 'Vacancy meeting' – 17th June.</p>

12	Dates of Future Meetings
	PCC: 15 Jul; 16 Sept; 18 Nov
	PCC 'Vacancy' Meetings: 17 Jun @ 20.00; 1 Jul
	SC: 17 Jun @ 19.00; 2 Sept; 21 Oct; 16 Dec
	APCM 2025: TBA
13	The Meeting closed with Prayer.