

WOLLATON PAROCHIAL CHURCH COUNCIL
STANDING COMMITTEE AND RESOURCES TEAM

Minutes of the meeting held via Zoom on Monday 02 October 2023 at 7.30pm.

Present: Tim Pullen (TP – Chair), Lisa Smith (LS), Mike Smith (MS), Valerie Sutton (VS).

Apologies: None.

In attendance: Gill Moore (GM).

RESOURCES TEAM

R44/23 Prayers. The meeting opened with a prayer.

R45/23 Apologies.

There were no apologies Tim Pullen (TP) declared an interest during the discussion at R47/23.

R46/23 Minutes of the meeting held 07 August 2023.

Minutes received as an accurate record of the meeting.

R47/23 Matters arising from minutes.

Referring to minute S08/23 (12 June 2023) and the issue of the on-going cost of maintaining the trees and hedges at the rectory, Val Sutton (VS) confirmed the annual maintenance fee quoted. Members expressed frustration that monies that might be used for mission would need to be diverted in this way and it was agreed that the matter will be raised with the Diocese in the hope that some financial support can be provided.

Action: TP to raise with Martin Cooper (Diocesan CEO)

R48/23 Leading into Evangelism.

The next team meeting is due to be held on 16 October 2023. It was agreed that this item will only be included on the next PCC agenda if the team has anything to report back on for decision by the PCC.

Action: TP/MS to determine if this item needs to be included on the PCC 13 November agenda

R49/23 Vision Refresh.

Nothing to report. It was agreed that this item will be included on the next PCC agenda if further discussion is required arising from the Diocese Vision update.

Action: TP to determine if this item needs to be included on the PCC 13 November agenda and what the focus is for discussion

R50/23 Finance.

Members discussed at length the aims and objectives in reviewing the budget headings. It was agreed that:

- Compliance with legal and accounting requirements must be met.

Confirmed minutes

- Tracking of finances should be user friendly and transparent as possible.
- Financial data be used more strategically to inform the delivery of St. Leonard's key objectives and mission.
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It was agreed that:

- (i) Lisa Smith (LS) with Liz will work on meaningful subheadings within the budget areas of Worship & Mission.
- (ii) At the next APCM a clearer explanation is provided of:
 - Parish Share, outlining where the money goes,
 - Giving.

Action: LS to lead on 2024 budget and finance tracking adjustments, both to come to the PCC meeting in November 2023

R51/23 Safeguarding.

MS expressed continuing frustration at the delays in safeguarding training provision. Colleagues discussed the nomination of a staff member to take on the work of Lead Recruiter (dealing with initial safeguarding related checks).

Action: TP to discuss with the relevant staff member and Safeguarding Officer

R52/23 Health and Safety.

VS raised the issue of some masonry issues in the Belfry area. This will be followed up in discussion with Roger Howes.

Action: VS to check with RH and take forward or bring back to SCART or PCC for consideration as appropriate

R53/23 Fabric.

It was reported that the alarm system is being checked.

R54/23 Giving.

It was reported that the GDPR related considerations are progressing with the path to obtaining and updating permissions agreed and the process started. The letter to be circulated to those who give to the church will be updated and signed off by TP. Members thanked those who have worked so hard to move this issue forward, they include Erica, Barbara, Malcolm, Mary and Natasha.

Action: TP to send LS the draft letter for updating. TP to sign off for circulation

Home and Away (CHAT) giving recommendations will be brought back to the PCC meeting due to be held in November. This will include a proposed uplift as discussed at the PCC meeting of 11 September (P90/23).

Action: TP to invite CHAT to provide a paper for the November meeting of the PCC

R55/23 Service Patterns & Approvals

It was noted that the following will require approval by the PCC at the meeting in November:

- (i) Christmas Services.
- (ii) Carols Round the Pump (17/12/2023).

Confirmed minutes

- (iii) Christmas Bazaar (02/12/2023).

Winter Cold Weather building relocation arrangements were also discussed. It was noted that it will be essential to be able to act swiftly should the weather deteriorate unexpectedly. It was agreed that TP will circulate a proposal via email that should the weather deteriorate he has authority and the support of the PCC to relocate services with a review of arrangements taking place in March 2024 if not already undertaken.

Action: TP to circulate an email to PCC members seeking approval to move services to the Community Centre should persistent cold weather make heating the church unsustainable

STANDING COMMITTEE

S13/23 Agenda for PCC Monday 13 November 2023 – to be held *in person*:

Welcome, Apologies & Declaration of Interests.

Minutes & Matters arising.

Refreshing the Vision – **ONLY IF A RESPONSE REQUIRED IN RELATION TO THE DIOCESE VISION UPDATE.**

Leading into Evangelism – **ONLY IF THE PCC IS REQUIRED TO APPROVE/CONSIDER AN OUTCOME FROM THE TEAM MEETING OF 16 OCTOBER.**

Finance – Budget and tracking.

Home & Away - Giving Recommendations with uplift proposal.

Fabric. **ONLY IF THE PCC IS REQUIRED TO CONSIDER A NEW ISSUE OR APPROVE EXPENDITURE ON AN OUTSTANDING ISSUE.**

Standing items: *Questions to be submitted to Gill Moore and Tim Pullen by 10 November 2023, otherwise, reports will be received for noting and no further discussion.*

- Health & Safety.
- Safeguarding.
- Finance. (Covered as a main item on the agenda)
- Diocesan Synod.
- Deanery Synod.
- Families & Children Team.

ER Figures, Correspondence and AOB.

S14/23 Any Other Business.

- (i) Members discussed the use of the Common Cup during Holy Communion. It was agreed that St. Leonard's will continue with intinction.

- (ii) Members discussed ways in which the PCC meetings might be run more efficiently and effectively. The following options were explored including the:

- Use of more focused PCC agendas so that key issues are given an appropriate amount of time for debate and discussion.
- Reintroduction of an action sheet, to serve as an aide memoir highlighting responsibilities and how key tasks are progressing. It is hoped that this will alleviate the need for the PCC to revisit on-going issues that are being managed whilst providing an appropriate level of oversight.
- Possible use of a vice chair with appropriate skills which will also enable the Rector to contribute to the PCC more effectively.

Confirmed minutes

S15/23 Date of next meeting: 11 December 2023 at 7.30 via Zoom.

Signed

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