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WOLLATON PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on Monday 13 January 2025 at St. Leonard's Church at 7.30pm.

Present: Tim Pullen (TP), Erica Bailey (EB), Penny Ball (PB), Carol Barber (CB), Matt Green (MG), Lindy Jones (LJ), Christian Morgner (CM), Roger Owen (RO), Lisa Smith (LS), Mike Smith (MS), Emma Twissell (ET), Elaine Thompson (ETh), Mienieke Vine (MV).

Apologies: Sally Smith (SS), Noreen Thomas (NT).

Minutes: Gill Moore (GM).

- P01/25 Opening Prayer.**
The meeting opened with a prayer and Matt Green (MG) read from 2 Corinthians 5 16-21. Colleagues then took part in Dwelling in the Word.
- P02/25 Apologies and Declaration of conflicts of interests.**
The apologies were noted.
Lindy Jones (LJ) declared an interest in agenda item 8 (i).
- P03/25 Minutes of the PCC meeting held on 11 November 2024.**
These minutes were approved as an accurate record of the meeting.
- P04/25 Minutes of the SCART meeting held on 09 December 2024 (unconfirmed and for information).**
These minutes were noted and will be approved at the next SCART meeting.
Many thanks to Carol Barber (CB) for taking these minutes in Gill Moore's (GM) absence. Several amendments were identified by Mienieke Vine (MV). These will be taken to the next SCART meeting when the minutes are considered.
- P05/25 Minutes of the SLCCW meeting held on 11 November 2024 (unconfirmed and for information).**
These minutes were noted and will be approved at the next SLCCW meeting.
- P06/25 Matters Arising.**
None not otherwise discussed under the agenda.
- P07/25 Action Checklist/Grid.**
The document will be updated following feedback from members at the meeting.
These included:
- (i) Messy church planning meeting.
 - (ii) Update on diversity. Tim Pullen (TP) reconfirmed that St. Leonard's cannot proceed with local decisions in this regard until direction is given by the CoE.
 - (iii) Fabric.
 - More investigations are ongoing in relation to the Quinquennial Report
 - The Lighting Faculty request is going through the final stages of approval.
 - The request for funding support for work on the electronic doors has been redirected to a disabled fund. Awaiting outcome.
 - Carpet quotation and provision for the children's area is to be added to the Fabric entry on the Action Checklist.
 - (iv) The Charity Commission entry is to be moved to the Annual Tasks section of the Action Checklist.

P08/25 Notification of any matters to be brought up under correspondence, team business or any other business.

- (i) Music - Erica Bailey (EB).

P09/25 Approvals agreed by email or at meeting.

Approvals for the following were noted and or agreed unanimously:

- Architects annual invoice.

That the PCC approves payment of the architect's invoice dated 13 December 2024, totalling £4239.60."

Proposed by Mike Smith (MS)

Seconded by Tim Pullen (TP)

Approved unanimously (13 votes)

- Approvals via email are noted as follows:
 - Minor repairs and improvements – See November email approval request: **"The PCC approves the application to the 'Minor Repairs and Improvements' Diocesan fund for a grant to repair the vestry automatic outer door mechanism and commits to providing 10% of the funding (up to £500) for the cheapest of two quotations meeting all health and safety and electrical safety requirements."**
Email record, see Appendix 1.
Approved by 11 votes.
 - The central church of England has setup a nationwide scheme called the parish giving scheme. **"We the PCC of St Leonards request the Parish Giving Scheme to commence operation of the scheme on our behalf."**
Email record, see Appendix 2
Approved by 11 votes

P10/25 Annual Reviews.

- (i) TP confirmed that Natasha, Liz and Lindy have had their annual reviews. The following key points are noted by the PCC:
- Natasha. Very positive on all counts. TP had concerns regarding working on her own and several protective safety measures have been put in place.
 - Liz. Very positive on all counts. TP raised the issue of access to digital banking, as Liz is the only person identified to have this access. This will be added to the Action List and taken forward as an urgent action.
 - Lindy Jones (LJ). Very positive on all counts. See additional relevant discussions under P10/25 (ii).
- (ii) LJ spoke to her report (provided under Standing Items Paper 12), the key areas covered included:
- Outreach work.
 - Sunday Groups.
 - The use of volunteers into the CYP team.
 - Work with schools, particularly Firbeck and Fernwood.
 - Messy Church plans.
 - Personal Development opportunities. This element of the report was subsequently discussed in depth by the members, so the report entry is provided for clarity: *"If agreed by PCC I will be starting the LLM (Licensed Lay ministry) training this year. This will involve theology training and also acknowledge and provide recognition in the role and ministry in the dioceses. Many Families and Children's workers are doing this which is really encouraging. I'm hoping this will develop my role in church. I will do some independent study in the first half of the year"*

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which included 4 modules and then join a cohort in Sept 2025. This is where the 5 hours uplift will be used and believe this will be an agenda item for approval in the meeting." It was noted that LJ starts studying in March 2025 with a view to joining a cohort in September 2025 for one academic year. i.e. Completion in July 2026. See discussions at P10/25 (iii) below.

LJ left the meeting – Declaration of Conflict of Interest.

- (iii) Members debated the request for financial support through a 5-hour uplift in LJ's post. The following key points were explored:
- Lisa Smith (LS) provided an update, in her capacity as Treasurer, on the financial implications linked to the request.
 - The significance of the work undertaken by LJ through her post in supporting and driving a key strategic initiative as previously agreed by the PCC (Families and Children).
 - The opportunity to support LJ in her personal development and in addition in supporting enhanced activity within the Families and Children Ministry.
 - Balancing the desire to support this request with additional calls on St. Leonard's finances, for example how to support the provision of music in church.
 - How the upcoming funding push, depending on its success and how the request is articulated, might assist in determining what level of financial support is available for an uplift to the post and/or to support additional desirable initiatives (e.g. Music).
- (iv) Members also discussed the issue of ongoing commitment to LJ's ministry.
- MS outlined that LJ needs some kind of assurance of long-term support. Without this it is difficult for her to think and build for the future and it creates stress around job security. Given the current financial constraints he proposed that a rolling 12 months was needed.
 - Eth asked how this would work in practise since we must be giving her 12 months notice at the beginning not end of the 12 months.
 - MS proposed that SCART would check 3 times a year and if the situation was felt to be unaffordable and therefore a 12 month notice need to be issued, it would be brought to the PCC for approval.

Following debated the following was agreed:

The PCC commits to providing 12 month's notice to LJ, if it is decided that insufficient funding is available to continue to guarantee her role. SCART will review this 3 times a year with the final decision brought to the PCC. Furthermore the PCC commits to a temporary 5-hour uplift in LJ's hours for the purpose and duration of the LLM training necessary to support her professional development.

**Proposed by Mike Smith
Seconded by Tim Pullen
Approved unanimously (13 votes)**

LJ rejoined the meeting.

P11/25

Safeguarding

MS updated members on the following:

- (ii) SCART is invited to consider how communications might be enhanced between the Parish Safeguarding Officer and the Parish administrator (Rachel Higginson RH and Natasha Hart NH).
- (iii) MS will be standing back from Safeguarding due to work-load issues.

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Members are encouraged to consider stepping into the role or identifying an appropriate member of the congregation that might take on the role. The individual needs to be reasonably IT literate.

P12/25 Funding Drive

The plans are for this to take place in February 2025.

P13/25 Connected to committed.

MS spoke to his paper and invited members to consider:

- (i) Raising any issues that are preventing these moving forwards and add to action grid / assign responsibility.
- (ii) Identifying a next step for each group.
- (iii) And pray for these initiatives
 - Evangelism: (i) Preaching to persuade. (ii) Alpha. It was agreed that TP will talk to Connect Groups to see if anyone wants to participate. The aim is to make Alpha part of the culture of church. Preaching will be developed to persuade more and reinforce a sense of people committing themselves to Christ.
 - Music: (i) Lisa playing music. (ii) Communication between children's group and church leaders. (iii) Group to compile songs with clear simple lyrics. It was agreed that clarity of objectives and aims in relation to the music offer at St. Leonard's is required.
 - Social Outreach: (i) Lunches. (ii) What is being taken forwards? How? Prayer / Communication: (i) Church Calendar. (ii) Elaine and Mike need to have a second meeting Pray for C2C. Members explored how they might integrate and welcome newcomers to the church. MS invited members to pray for C2C.

P14/25 Standing Items

Health and Safety – Nothing to report.

Safeguarding – Nothing to report.

Finance – Nothing to report.

Deanery Synod – There is an open meeting on Wednesday 13 November 2024.

Details have been circulated to PCC members.

Diocesan Synod – Nothing to report.

Families and Children's Team – LJ Report. See discussions under P10/25.

P15/25 Electoral Roll

No change. Erica Bailey (EB) Reminded members that ER data needs to be refreshed. The relevant form is on the website. This update must be completed ahead of the APCM 2025.

P16/25 Correspondence

None

P17/25 AOB

- (i) Finance. Lisa Smith LS Reported a smoothing of the financial reporting system is being introduced.
- (ii) Music. EB Shared her concerns regarding the provision of music at St. Leonard's. Members agreed that there is a vibrant community of talented musicians within the congregation and also opportunities to pay musicians to support the provision of music at some church services. It was agreed that consideration should be given to agreeing what we want, what talent is out there, what we'll pay for and defining what we need long-term.

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Next PCC meeting: Meeting to be held on 10 March 2025.

SIGNED.....DATE.....

Approvals

Appendix 1

Email sent 20 Nov 2024
Dear PCC,

Please see message from Mike Smith below.

PLEASE RESPOND TO ME ASAP AND BY 26 NOVEMBER AT THE LATEST.

Many thanks,

Gill

At the PCC meeting I let you know that we intend to apply for a diocesan grant to fund 90% of the cost of automating the doors on the accessible entrance to the vestry. In filling out the application I now realise that I need PCC approval for the application and to provide the 10% of the remaining funds, even though it is below our £500 finance policy. **Please reply to Gill with a yes or no to supporting the following motion:**

"PCC approves the application to the "Minor Repairs & Improvements" diocesan fund for a grant to repair the vestry automatic outer door mechanism and commits to providing 10% of the funding (up to £500) for the cheapest of two quotations meeting all health and safety and electrical safety requirements."

We have obtained two quotes. The cheapest would mean a PCC commitment of £413.60 but I request the up to £500 in case there are any unforeseen changes in specification.

Many thanks

Mike

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PCC MEMBER	FOR	AGAINST	ABSTAIN
TIM PULLEN	X		
MIKE SMITH	X		
MIENEKE VINE	X		
ERICA BAILEY			
PENNY BALL			
CAROL BARBER	X		
MATT GREEN	X		
LINDY JONES	X		
CHRISTIAN MORGNER	X		
ROGER OWEN	X		
LISA SMITH			
SALLY SMITH	X		
NOREEN THOMAS	UNWELL		
ELAINE THOMPSON	X		
EMMA-JAYNE TWISSELL	X		
TOTALS	11		

Appendix 2

Email sent 13 Dec 2024

Dear PCC,

The central church of England has setup a nationwide scheme called the parish giving scheme. For details on how it works see here: <https://www.parishgiving.org.uk/parishes/how-it-works/>

It costs us and the givers nothing (the diocese pays) but offers us as a church 2 advantages:

1. PGS do the work of processing gift aid which reduces Liz's workload
2. PGS offers givers the option to have their giving increase annually in line with inflation.

We will roll the scheme out very gradually. New givers will be directed to this as a default and we'll gently encourage people to switch as they update their giving. To register the church I need a PCC resolution.

Resolution:

"We the PCC of St Leonards request the Parish Giving Scheme to commence operation of the scheme on our behalf."

Please respond Yes, Abstain, No

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PCC MEMBER	FOR	AGAINST	ABSTAIN
TIM PULLEN	X		
MIKE SMITH	X		
MIENEKE VINE	X		
ERICA BAILEY	X		
PENNY BALL			
CAROL BARBER	X		
MATT GREEN	X		
LINDY JONES	X		
CHRISTIAN MORGNER	X		
ROGER OWEN	X		
LISA SMITH			
SALLY SMITH			
NOREEN THOMAS			
ELAINE THOMPSON	X		
EMMA-JAYNE TWISSELL	X		
TOTALS	11		