

## Minutes of PCC Meeting - Monday 10<sup>th</sup> December 2018

**Present:** Beverly Watson (**Chair**), Rebecca Brown, Pippa Ford, Eve Gunn, Henrietta Harding, Robin Holdsworth, Sheila Kirkland, Chris Lambert, Lara Milne, Carolyn Nicholls, Bernard Parke, Paddy Payne, Angela Rose, Alex Tear, Trish Tye (**Secretary**), Martyn Whiteman (For minute section 7 onwards: Julie Lodge)

**Apologies:** Simon Doran

### 1. Approval of minutes

1.1. The minutes of the meetings held on 15<sup>th</sup> October 2018 were approved.

### 2. Standing committee decisions

2.1. (There was no standing committee meeting held since the last meeting of the PCC).

### 3. Vision Groups

#### 3.1. Admin & Comms:

Trish explained to the PCC that we are working on implementing the church administration suite, *iKnow* Church. The suite can be used for GDPR compliant people records, communication, service rotas, congregation stats and room booking – amongst other things. Implementation will be progressive over the coming year.

Trish won a two year subscription to the software and so there is no cost at this time.

#### 3.2. Finance:

##### 3.2.1 Vision group chair

Mike Truman has been chair of the Finance Vision Group for some time and would now like to step down from the role. Mike is happy to still be consulted on financial matters when required. For the time being, the clergy/wardens meeting will cover any specific finance issues.

##### 3.2.2 Draft budget

Chris presented the draft budget to the PCC. Our Parish Share is due to increase by over 6% and this will influence our bottom line. We are also expecting a higher level of expense on property as we action some of the issues in the Quinquennial report.

A discussion was held around our level of mission giving during which the PCC noted that approximately £7,000 of our Parish Share goes to 'Central Mission' that helps less wealthy Diocese in the country. There was a strong feeling that we should maintain our level of outward giving.

**Proposal:** That we agree the budget for this year, accepting a likely deficit, on the basis that if we don't increase income, we look to reduce expenditure in the 2020 budget.

**Proposed:** Carolyn, **Seconded:** Bernard, unanimously agreed.

### 3.2.3 Digital Giving

Trish explained how we have purchased a low-cost card reader that we can use for the payment of fees, tickets and the taking of donations. We have configured a smart phone to use with the card reader and it is available for use now. The churchwardens, clergy and parish administrator will have use of the phone and reader.

**Proposal:** That we go ahead with the use of the card reader and make it available at services.

**Proposed:** Paddy, **Seconded:** Martyn, unanimously agreed.

## 3.3. Premises Vision Group

### 3.3.1 Upgrade of the sound system

Beverly updated the PCC on where we are with the proposed upgraded of the sound system. We have received two quotations and Beverly has completed and submitted three funding applications. We should hear about funding within the next three months. Before commencing any work we will need to gain archdeacons permission, which should be straightforward. We hope and pray that the external funding will come in to cover half the cost of the upgrade. We hope that the upgrade can be completed by Easter.

## 4. Deanery

### 4.1. Assistant Area Dean

Beverly has decided to accept the offer to become the Assistant Area Dean, meeting the expectation of contributing to the wider Diocese. The role involves supporting other parishes in the deanery, pastoral care of clergy and setting strategy for the deanery. It will be a good opportunity to help form a collective sense of direction. Beverly thinks this might take half a day a week.

## 4.2. *trypraying* Initiative

*trypraying* is a Deanery wide initiative. Beverly and Pippa need to do a bit more background work on the initiative before it comes back to PCC for approval. Rebecca added that the initiative is likely to run during Lent. It has been very successfully run in Glasgow with good stories of people finding church as a result – largely through the large advertising campaign. It's aimed at the wider community as much as people in church.

## 5. Transforming Church Plan

### 5.1. Vision and values

After the vision evening that we spent with Danny Wignall; Beverly, Pippa and Trish got together to review the post-it notes from the evening that collected our visions and values for All Saints. From studying these, this 'strap-line' was derived:

"Joyfully Living Jesus together"

The PCC generally seemed in favour of this. Carolyn commented that she would like to see 'growing' represented and Alex wondered whether we had captured the 'heart of the community' aspect. Martyn also wondered if the logo was right for us as it focusses on the building.

Alex suggested that we pray on this and come back to it at the next PCC.

**Action:** Beverly, Pippa and Trish look at this again and return with further thoughts at the next PCC.

### 5.2. Review of goals

The goals will be reviewed at the February PCC when we are clearer on our core vision.

## 6. Vicar's report

Beverly summarised our main activities since the PCC meeting in October:

- Harvest festivals – including two for Queen Eleanor's School, totaling 360 children and the Dray court service.
- The Watson's Kenyan trip where it was inspiring to see Hannah and Peter's work and the cathedral in Nairobi

- Over 50s event involving 15-20 people and including a tech corner. We'll run this event three times per year
- Confirmation class for four people over six weeks – run by Martyn, Jeanette and Beverly. Nobody felt it right to be confirmed now but are likely to in the future
- Light Party by Pippa on Halloween. Approximately 30 people attended.
- Fireworks evening – thanks to the whole team for a lovely community event.
- Patronal Festival – lower key this year as the choirs couldn't get together.
- Remembrance Sunday – this was our biggest yet with an attendance of 250 including several of our uniformed organisations. We may need to consider capacity for next year.
- Living with Loss service, also on Remembrance Day and was well attended.
- Messy Church at Queen Eleanor's School. This was our first one at QE and they are now in the diary for once per term. Pippa takes responsibility for the 3 Messy Churches with Alison taking the lead on the QE one. Many thanks to them both.
- Murder Mystery at Willow Grange. Attendance of just over 40 people. Wonderful food. People brought friends and family. Good way to welcome new people and two of the young guests are now going to be involved in the pantomime.
- PCC Vision Evening with Danny Wignall – an inspiring meeting for the PCC to develop the vision of All Saints.
- Advent Sunday joint service at St Nicolas
- Queen Eleanor's School Carol Service at the cathedral for 650 people. Beverly speaking.

Beverly commented that it is wonderful to have Trish as administrator and particularly the development of our communication using Twitter etc.

Beverly thanked everyone for the progress that we are making.

## 7. Safeguarding

### 7.1. Update

Julie reported that she is currently chasing those not having done their required training. Half the chasing emails have been done with, disappointingly, only one reply. Beverly has led the way by updating her training.

All our Role Descriptions (approximately 70) are on the Diocesan website as exemplars. Creation of the role descriptions has been a huge task for Beverly.

The safeguarding information on the Diocesan website has been massively updated. There is now extra information for working with young people. We've come a long way – and so have the Diocese.

Beverly gave thanks to Julie and the safeguarding team for her work. The team consists of six people and meets every two to three months.

**Action:** Julie to write a safeguarding article for the magazine.

## 8. Approvals

### 8.1. LLM renewal

**Proposal:** The PCC of All Saints, Guildford, supports the Vicar, Revd Beverly Watson, in her request that Mr David Barclay's Permission to Officiate be renewed to enable him to continue his ministry as a Lay Minister (Reader) in this parish for a further year.

**Proposed:** Beverly, **Seconded:** Sheila, unanimously agreed.

Beverly informed the PCC that Mike would like to retire as LLM at Easter.

**Action:** Trish to inform Stephen Linton, Registrar of LLMs.

## 9. Correspondence

### 9.1. St Nicolas Infant School – Foundation Governor

Robin Holdsworth has been appointed as foundation governor at St Nicolas Infants School. Robin reported that he has attended one governors meeting and encountered many acronyms! Robin will receive some training in March. The PCC is hugely grateful to Robin for taking this role.

## 10. Date and events

### 10.1. 2019 Calendar

The PCC reviewed the draft 2019 calendar.

Lara commented that the Carol Service scheduled for 22<sup>nd</sup> is rather late and many people are away by this time.

**Action:** BW to look at an earlier date.

Lent Course dates

**Action:** Worship committee to discuss and confirm.

**Action:** Eve to book the hall when needed for the work days including refreshments, if possible.

**Action:** Trish to add 16/17 March for the Pantomime

## 11. Charities to support in 2019

The Missions Vision Group have proposed the charities that All Saints will support in 2019 (see Appendix A)

**Proposal:** That we adopt the suggested charities as outlined in Appendix A

**Proposed:** Paddy; **Seconded:**Henrietta; unanimously agreed

## 12. Dates of future meetings

Standing Committee – 14th January 2019

PCC Meeting – 18th February 2019

## **PART 2** (*Confidential items*)

(none)

## APPENDIX A: Mission Recommendations for 2019

Mission Vision Group of All Saints' Church Guildford.

Recommendations for support by the P.C.C. and the parish of Charitable Organisations in 2019, in addition to the Special Project run by the Koens family in Papua New Guinea.

(Three locally based organisations.)

1. Guildford Town Centre Chaplaincy for Street Angels and other Guildford town centre projects...supported in 2018 and with known connections at All Saints'.
2. Friends International...last supported in 2017, but, again, with known connections in the parish. FI gives support to overseas students at the University and is Christian based.
3. The Bishop of Guildford's Foundation....supporting locally based projects, and last supported in 2017.

(Three organisations with overseas mission objectives.)

4. Foundation for Relief and Reconciliation in the Middle East...on our list in 2018, and in the forefront of Christian survival in Iraq and relief work in Jordan etc. (recent publicity for Christians in the area by Abp. Welby noted)
5. Grassroots Trust...helped in 2018. They work internationally on sponsorship projects, known to Pippa Ford.
6. The Bible Society...well known in promoting Bible publication and promotion in many countries. Not on our list in recent years, but historically we have supported this mission.

For noting:

1. Christian Aid will continue to be supported in several ways, to be determined at our next meeting.
2. We have limited our main recommendations to 6 mission orientated organisations, with 3 supported already in 2018 and 2 more from 2017, in close accordance with current guidelines.
3. The Pilgrimage to Winchester from 3<sup>rd</sup> May to 5<sup>th</sup> May 2019 will be sponsored for the Koens PNG Project.

Richard Hemingway (Secretary of the MVG).

Minutes approved on 18<sup>th</sup> February 2019

Signed: