

## MINUTES

**Present:** Lawrence Ward, Kathryn Hubbard, Revd. Tom Devas, Revd. Henry Curran, Kate Curran, Joyce Cooper, Katherine Bulleid, Rebecca Haines, Daniel Bauhahn, Ian Knight, Fiona Houghton. Chris Drew joined us at item 5.

1. **Opening Prayer** led by Henry from Judges 6.
2. **Apologies**  
Debs Hunt.
3. **Minutes of previous meeting (21<sup>st</sup> May 2018)**  
Agreed as an accurate record.
  - a. **Action Points and Matters arising**
    - Item 6:** The funding campaign is currently underway.
    - Item 6a:** Lawrence will pay Crossteach in September. **Action: Lawrence**
    - Item 10:** Kate apologised that she has not made a PCC display or put photos/minutes online due to time pressure in the office.
4. **Vicar's Report**
  2. **Set Free evening:** Becca asked why Henry felt the successful evening was due to Connect Groups. Henry replied that he had heard from a number of people that their Connect Groups had challenged and supported them in inviting friends.
5. **Standing Committee's Report**
  - 2a. **What specific thing do we hope to be able to pay for through an increase in giving?**  
Ideas included employing people to do ministry, a children's worker and upgrading/repairing our buildings. We would like to include all of these in a long-term plan, but in the current funding campaign we agreed to aim to raise funds to employ an Administrator in order to free up Henry, Kate and the church family's time to do other ministry work. **Action: Henry** to consider how to present this idea as exciting and attainable to the church family.
  - 2b. **Wording of a legacy policy**  
*We accepted the proposed wording.*
6. **Finance Report**  
Accepted.
7. **Serving in Church**  
Henry presented a proposal to address recent problems with people serving too much or too little on Sundays and to reduce the administrative burden of rotas. He proposed we move to a team-based system with the same rota each month. The work would be shared evenly, with most people joining one Sunday team and one midweek team. Each team would have a leader who can help with swaps if needed and update the central rota. Teams would take responsibility for organising swaps among themselves and recruiting new helpers to join them. We would ensure it is easy to join teams and adjust the monthly rota. Henry presented a draft monthly rota.

The PCC accepted the proposed new system in principle. The Churchwardens will present the plan to the church this Sunday at both services, and Henry will send out the news in writing. All

PCC members will take responsibility for asking individuals to change or join teams, listening to responses and helping to explain the idea. **Action: All**

#### **8. Future of Explorers and Sunday Children's Groups**

Kate reported that Sunday children's groups will be viable next term using the proposed team system, so long as she can give more working hours to leading this ministry.

Explorers toddler group has four new volunteers and possibly another two, making it viable for next term, again as long as Kate is able to give more working hours to leading this ministry.

Kate presented a list of work which needs doing in order for her to step into these children's ministry roles. Henry offered to take on much of the administrative work for the autumn term while we seek to recruit an Administrator, but if this is not achieved by Christmas, Kate would have to withdraw from some children's ministry.

#### **9. Support of Tony and Cath Swanson**

*We agreed to continue supporting Tony and Cath Swanson rather than the projects they leave behind.*

#### **10. Chip & PIN / Contactless Card Reader**

Lawrence proposed and Daniel seconded *that we give permission for Henry's proposal to get a Card Reader.* Passed unanimously. **Action: Henry**

#### **11. Review of Easter Services and Events**

Item deferred to next meeting. **Action: Henry** to add to September agenda.

#### **12. Any Other Business**

- a. We noted Gerald Norris' request for a rail on the church steps and Henry's response.
- b. We approved Henry's proposal to renew our lease with Reprotect for an upgraded photocopier at a cheaper rate. The projected quarterly cost is £586 rather than £660.
- c. We approved Ian's proposal to purchase foreign language Bibles for use in services. The approximate cost is 8 Bibles @ £12 = £100 from General Worship Costs. **Action: Ian**

#### **13. Date of next meetings:**

- a. Standing Committee: Away Day in August TBC
- b. PCC: 10 September 2018

#### **14. Determination of Confidential Items**

*[removed]*

#### **15. Review of meeting**

**To improve:** We would like clearer questions to consider before the meeting and more thinking time at the meeting. Henry apologised for a very full agenda.

**For a future agenda:** 5-year investment plan, finance review, Easter review, initial responses to new rota system.

**To share with church family:** New rota system (after announcement on Sunday).

#### **16. Closing Prayer** led by Chris.