

Minutes of a PCC meeting, The Lady Chapel, Tuesday 24th January 2017

Present: Stephen Webster (Chair), Jema Ball, Peter Coatham, Cynthia Dimmock, Wendy Forster, Ian Goldsmith, Sarah Lee, Alan McMurdo, Julia Newman, Justine Turton (Secretary).

Also present at the meeting were:-

Tracey Cunningham for point 5

Malcolm Winder for point 7

1. Opening Prayers

2. **Apologies:** Janet McMurdo (Vice-Chair), Adrian Christmas, Mark Elkington, Daniel Grange, Gill Morrison, Esther Ormston, Alan Rayden, Emily Taylor,

3. Minutes of the last meeting

The minutes of the meeting held on 17th November 2016, were approved and signed as an accurate record.

4. Matters Arising

There were no matters arising from the previous minutes.

5. Safeguarding – Policy Renewal and Strategy

The Meeting welcomed Tracey Cunningham (TC) to the meeting.

Stephen Webster (SJW) explained to the meeting that the Safeguarding Policy needed to be renewed each year and then handed over the meeting the Jema Ball (JMB) and TC. JMB thanked TC for volunteering to become St Peter's Safeguarding Officer and explained that SJW will act as the Deputy Safeguarding Officer.

JMB then informed the meeting that at present, there was some work to be done on St Peter's procedures but that a meeting had taken place and a plan had been formulated to update St Peter's process which she then handed out. TC explained to the meeting about her involvement with the plan and the various training opportunities the diocese have on offer. An in house training will take place on 10th June 2017, the cost of this training will cover this cost and more information will be made available later.

After a short period of discussion, the meeting was happy for the updated Safe Guarding Policy to be signed. *Proposed: Cynthia Dimmock. Seconded: Alan McMurdo. Unanimously Agreed*

6. Treasurers' Report

Wendy Forster (WF) briefly took the meeting through an overview comparison of income and expenditure over the years 2014, 2015 and 2016. The outturn for 2016 is looking like a small surplus. The assumptions for income behind the 2017 budget suggested that St Peter's will 'break even' this year. In one sense this is entirely right: we should be looking to spending the resources given to us for the

purposes they were given. It was acknowledged though, that we need to be teaching about and encouraging ongoing giving. It is very encouraging that new people have joined our Church family. It may take a little time before they engage with financial giving.

WF explained that in the accompanying documentation she had separated out the finances for the current capital projects and reported them discretely.

7. Buildings Project

7.1. West End Project Lighting

The meeting welcomed Malcolm Winder (MW) to the meeting.

MW took the meeting through the current proposal for the lighting:-

Ground Floor

Crèche Area and Corridors to have low energy recess lighting (on dimmable system)

Men's and Ladies toilets will have 'flying saucer' enclosed unit, low energy lights (on dimmable system)

Ladies toilets will have two spotlights for the mirror

2 x emergency lights by west door £1,444

Balcony

Rear – Bulkhead lights

Front – 4 x wall lights (system will be put in to enable more to be added in the future if possible)

Question: Is it possible to use movement-activated lighting with movement sensors?

Answer: Yes, this would be possible as it is just a different switching style. MW will look into costing for this type of switching system for the toilet cubicles. The crèche area and corridor will need manual switches.

Proposal

That the PCC accept the current scheme and design of lighting recommended and to empower MW to look at various switching systems. *Proposed: Peter Coatham. Seconded: Alan McMurdo. Unanimously Agreed*

7.2. Contingencies

WF explained to the meeting that currently there was no contingency built into the budget for the building works. It is common practice for building projects to have a contingency fund of about 5%. It is not expected that this will be spent, but is there in case contractors discover unforeseen problems and difficulties. In late December the PCC Standing Committee agreed to setting aside £5000 from our reserves for such a Contingency fund for the West End Project - a decision to be brought to this meeting.

There was some discussion on various grants available, especially from The Friends of the Parish Church. Thanks were giving the 'The Friends' for their continued support.

Proposal:

That the PCC agree to set aside £5000 for this contingency fund for the West End Project - to be taken in event of need from our Contingency Reserves.

That the PCC agree to aside a sum of 5% in the same way for the Parvis Roof project.

Proposed: Alan McMurdo. Seconded: Peter Coatham. Unanimously Agreed

7.3. South Porch - PCC Permission for Works

SJW took the meeting through the history of the South Porch Works and would like the PCC to give authority to the Standing Committee to take the project forward, if all the money is in place to enable it to go ahead.

The works would not begin until the current works in the West End have been completed and access via the south porch will still be available. The DAC and the Chancellor are currently approving the scheme.

Proposal:

That the PCC devolve permission to the PCC Standing Committee to authorise proceedings to the South Porch Works as soon as Faculty permission is granted on the following conditions:

- 1) That grant funding is fully in place for the financing of the project.
- 2) That the scheme is exactly as approved by the DAC
- 3) That at least three quotations are sought and the one, which is the best value for money, is awarded the contract.

Proposed: Cynthia Dimmock. Seconded: Wendy Forster. Unanimously Agreed

8. St Peter's Vision Renewal: Outline of Process

SJW brought to the meeting an outline of process for the next renewal of St Peter's Vision. SJW and JMB met in December at Launde Abbey to discuss and reflect where God might be leading us as a Church. The PCC Standing committee will then spend some time thinking and praying on these ideas and this will lead to wider consultation with the Church Family and on June 24th there will be a PCC Away Day to look and reflect on these findings.

The teaching at the Church Weekend Away, will feed into this reflection on vision as a Church.

This process will result in a Vision document will being produced which we will be asking the PCC and the Church Family to adopt .

Question: How can we harness the talents of the Church Family in developing through the Vision document?

Answer: A good question, SJW is very open to including others in the process.

Question: Home groups are also coming out with some good thoughts on the future of St Peter's, how is this to be included?

Answer: The wider congregation will be asked in various ways to engage in the process and to help develop and implement the vision. There is a healthy tension between the PCC as the leadership body of the church discerning together 'where is God leading us' and giving a lead but also listening to the wider church / community of God family and what they feel God has put on their heart.

9. Action Groups

9.1. Resources

9.1.1. Roof Alarms Update

The roof alarm is now in place. A £1,000 grant has been received to help pay for it. The Insurance premiums have been reduced and our cover has been increased.

The PCC gave thanks to Jeremy Rusher and Jonno Ball for all of their hard work.

9.2. Faith and Discipleship

9.2.1. Weekend Away Update

Bookings are going well, there are still a few rooms left. A meeting will be held shortly to decide when to open up for day bookings. The programme and logistics are slowly starting to come together.

9.3. Outreach

JMB informed the meeting all the various activities continue to go well. Tiny Tots is thriving in its new home at Oundle CE Primary School. The last Messy Church was cancelled due to the recent gas issues in Oundle. West Porch Café does need more leaders to keep it viable and so a push for more leaders will be taking place very soon.

The next Church Family Lunch has now been scheduled for 26th February 2017. Please encourage everyone to take part.

Peter Coatham let the meeting know that Candlemas service for all deanery Y4's will take place on Wednesday 1st February. The students have been busy preparing for the event.

Sarah Lee (SL) informed the meeting that another S.A.G.E course has started, if is a York Course called 'Praise Him'.

SJW reminded the meeting that the next Deanery Confirmation Service will take place on June 11th 2017. If anyone knows of anyone who might be interested in being confirmed they should get in touch with the clergy team.

Question: Are there any other course going to be available?

Answer: Alpha was scheduled to take place this spring but unfortunately with everything else that was going on it was it was felt this was not the right time. It is still on the radar and hopefully will go ahead in the future.

10. Any Other Business

10.1. Hope Into Action

SJW explained to the meeting that Hope into Action are in the process of buying a property in Oundle for a refugee family. SJW hopes that St Peter's family will be supportive of this family and that we can work alongside *Hope into Action*. This news was received very positively by the meeting.

10.2. Mark Donnelly – New Curate

SJW was pleased to inform the meeting that Mark Donnelly and his wife Sue would be joining St Peter's as Curate in June 2017 after Mark is ordained. He is currently training in Oxford.

11. Closing Prayer

The meeting closed at 21:00

Signed by.....

Date.....