

## Minutes 8 July 2024

1. Welcome and opening prayer. Attendees: John Savage, Gail Phillips, Roger Melling, Katherine Duncan-Kerr, Amy Jacobs, Angela Johnson, Bettina von Cossel
2. Apologies

Alison Blunt, Margaret Cranfield, Shaun Sanders, Victor Cha, Stephen Edwards

3. Previous minutes approved.
4. Matters arising - none
5. Annual PCC business
  - a. Vice-chair – Roger Melling elected.
  - b. Treasurer - Roger Melling elected.
  - c. Secretary – Katherine Duncan-Kerr. Appointed. The committee thanks John Hawkins for his role and his wider contribution to the life of the church.
  - d. Standing Committee – Roger Melling, John Savage and Katherine Duncan-Kerr elected. Standing Committee holds the spending decisions up to £2,000 on behalf of the PCC. Margaret Cranfield has in the past noted this figure is too high. The consensus is the agreement is to continue but the PCC felt it would not be right to decide on the issue without Margaret being present. Roger Melling has included 'unexpected expenditure' in his finance report. The issue of the Standing Committee's spending power is adjourned until the next meeting when Margaret is present.
  - e. Sidesman list approved. Sonia is removed. Roger is to be added to the list.
  - f. List of those people who are authorised to administer Holy Communion approved.
6. Safeguarding leadership in the PCC.
  - a. Update DBS checks and records of confidential declarations. **Safer recruitment monitoring checklist reminders.**
  - b. Angela Johnson's role as Safeguarding Advocate. Alec, Chris and Angela have had meetings. Chris will stay on a Safeguarding Officer. Angela will share updates, ensure we are up to date with training and raise the importance of safeguarding in the PCC. We are all responsible for safeguarding. 13 October will be safeguarding Sunday. Chris Mears has commented to Alec that there was very positive feedback from congregation from the previous safeguarding Sunday.
  - c. All PCC members are reminded they must be up to date with the training as part of their role on the PCC and to send the safeguarding certificates. Katherine will follow up with those people who have not completed training and setting a deadline of completing it by the next PCC meeting, and to ask if they need help in completing the process. Alec will double check who he has a record of.
  - d. Stewardship Sunday to be moved to another day.

7. Safeguarding policy documents approved. **Print out safeguarding policies for Alec to sign.**
8. Reports
  - a. Children's Outreach Working Group. Noted.
  - b. Children's Worker working group meeting. Alec to join in the group and reach out to other children's workers to look at different models. £1350 received from the New Barnet Parochial Trust for the children's chapel.
  - c. Communications report. Noted. Web page account transferred to Alec.
    - i. Gail asks if we can produce something for the community about the news in the church. Roger suggests could get a new lid for the box outside Brookside church. Discussed if could put pew sheet there. Thought unlikely Brookside would be content to have a pew sheet in that box. Alec can't convert the email into a hard document, would need to be a completely separate document.
    - ii. None of the local papers have a large readership.
    - iii. Positive indications from the local council on visible signage outside the church boundary.
  - d. Events and Fundraising Committee. Plant sale £342 tabletop £411
  - e. Fabric. Noted.
  - f. Fabric project Group. Noted. Grant is still trying to get a roofer to provide a quote.
  - g. Finances. Noted.
    - i. RM proposes pay arrears on Parish Share to be paid £11,800 and increase monthly payment by £900. Bettina seconds. This is approved.
    - ii. Noted by the end of the year we will still in be arrears by £6,300.
    - iii. Alastair Duncan-Kerr has agreed to be added to the bank mandate. RM approves, JS seconds. This approved.
  - h. Halls group meeting minutes. Noted.
  - i. Planned public events.
    - i. Stewardship Sunday.
    - ii. Alec wants to offer occasional afternoon Sundays at 4pm in a Taizé style. Gail asks on frequency. Alec suggests every third Sunday in the month. Alec is hoping to start in September. PCC supports.
    - iii. Retreat/quiet day to be discussed.
  - l. safeguarding – no report
  - m. St Mary's VA primary school – no report.
9. PCC jobs fair progress.
  - a. Alastair Duncan-Kerr on bank mandate.
  - b. Thomas Hodgson is going to be in charge of locks.
  - c. Paul Moon is starting to read the meter readings.
  - d. Alec feels there is positive momentum.
10. Mission Action Planning.
  - a. Structure of 2022 re-adopted.
  - b. Number 1 priority is to grow the congregation across the demographics.
    - i. Diversify events/services.

1. Retreat day.
2. Man's night.
3. Afternoon service.
- ii. Will complete at least one of the recommended steps of the Children's Worker Sub-Group in order to achieve someone in post for dedicated Children's Ministry.
- iii. Increase visibility of church roles, prayer list, pastoral group. Discussed a whose whose board.
- iv. Silver eco-church. Angela reports that we are already silver or gold in some categories already. Angela will explore what further work needs to be done.
- v. Stewardship campaign for 2025.
- c. Roger has raised with diocese about Inclusive Church and there will be a deanery synod meeting about it next year.
- d. Will divide up roles for Mission Action Planning at the next PCC meeting.

11. Use of the card reader. PCC members to draw attention to it.

12. AOB – none arising

Next date of the PCC meeting: 23 September 2024