

**Minutes of PCC 25<sup>th</sup> June 2024 – Meeting at Good Shepherd**  
**Approved at the 11th September 2024 PCC meeting**

Item	Subject	Action / Decision
1	<b>Welcome and opening prayer</b>	
2	<b>Apologies for absence</b> <u>Present:</u> Bridget Shepherd, Hannah Burns (minutes), Chris Henriette, John Murray (JoM), Peter Watson, James Murdoch (JaM), Sue Tearle, Conway Tearle, Gladys Ekpo-Daniels, Pete Burns, Clare Johnson, Fran Lechler, John Stevens, John Bramson, Louise Grace (via Zoom). <u>Apologies:</u> Simon Frewin, Adriaan Goosen, Yi Baylis, Tanya Hilborne. <u>Absent:</u> n/a	n/a
3	<b>Declarations of interest</b> None to declare	n/a
4	<b>Acceptance of AOB</b> None	n/a
5	<b>Finance update</b> Unexpected repair to the boiler c. £3k and architect fees. No action for PCC - the Stewardship Working Group update will follow. CT flagged that there is no allowance for unexpected items in the second half of 2024. PW commented that there may be additional costs incurred for St.Peter's. JaM said there is no foreseen expenditure on St.Peter's in the short term.  JaM reminded the PCC of the Charity Commission guidelines on reserves, and trustee behaviour during decision making; JaM recommended that the PCC read these guidelines ahead of the APCM in 2025.  CT clarified that the budget for H2 2024 is modelled on H1 2024, with an additional amount for heating.	
6	<b>Update from the Stewardship Working Group</b>	n/a

	<p>Update provided by JaM; the group has met twice, and commented that there is a planned and manageable deficit, and there is the need to increase income within 18 months.</p> <p>Vision needs to be communicated to the congregation, suggested as a small leaflet to be shared on 14th July.</p> <p>There will be linked, themed sermons to take place over summer, and bible studies in the new year.</p> <p>Comments from PCC:</p> <ul style="list-style-type: none"> <li>● PB suggested that we introduce a new slot during the sunday services to include a current volunteer sharing their experience.</li> <li>● BS suggested that we include spotlight in the parish magazine also.</li> <li>● JoM suggested that a visual representation would also be helpful, to bring to life the gaps in volunteers. CH agreed.</li> </ul>	
7	<p><u>Proposal to change the status and use of St. Peters</u></p> <p>BS has provided a summary of the thinking so far and welcomed comments/questions/reflections:</p> <ul style="list-style-type: none"> <li>● GE-D found the history v helpful, and noted the low attendance towards the end.</li> <li>● JoM commented that it was a well structured paper.</li> <li>● Faculty jurisdiction removal will enable ease of smaller changes, and there will be no quinquennial requirement.</li> <li>● PB questioned whether it would change insurance? BS commented that insurance would continue as is.</li> <li>● FL suggested that we consider the message to the wider community - suggestion to have a summary prepared to share. BS to put into the folder the 'Operational Plan' which is capturing a list of key activities, to include the narrative of the history/next steps.</li> <li>● JoM queried whether the name of the parish will remain the same? Suggested keeping the same because of the heritage and history.</li> </ul>	<p><b>Resolution passed by PCC for St.Peter's:</b></p> <ul style="list-style-type: none"> <li>● <b>to have the licence for public worship revoked,</b></li> <li>● <b>to have faculty jurisdiction removed,</b></li> <li>● <b>for St Peter's to become a community building.</b></li> </ul>

	<ul style="list-style-type: none"> <li>● JS queried what the current St.Peter’s external sign says; response was that it refers to the ‘St.Peter’s’ website.</li> <li>● ‘Lee Green Lives’ (LGL) are intending to transition into the building in mid-September. BS commented that we have a clear schedule of intended usage times for LGL.</li> <li>● JaM commented that as we are entering into a new partnership with LGL, we should consider how we (GS) partner. ST questioned how LGL feel about the partnership, BS is planning that there are meetings throughout the year with LGL between the management group.</li> <li>● Cherry Murdoch is going to oversee the social justice and St.Peter’s working group. Other members: Richard Clough, Peter Watson, Sonja Goosen, Angela Stebbings. Terms of Reference to be agreed on how the group will report to the PCC.</li> <li>● <b>Resolution for St.Peter’s (see column on the right) proposed by BS, seconded by JoM, and all present at the meeting were in favour.</b></li> </ul> <p>JaM provided an update (see also agenda item 12 re: Report on title work that has been ongoing)  In the process of deciding what to do with St.Peter’s , JaM has discovered issues with ground rent connected to the lease of the flats on Weigall Road, it has been collected into one place which will form part of the ‘report on title’ that the external law firm (Winckworth Sherwood) will produce.</p>	
8	<p><u>Proposal to participate in Flourish pilot programme</u></p> <ul style="list-style-type: none"> <li>● Funding for the programme is from the national church. Aim is for the church to build community beyond church buildings.</li> <li>● Most of our youth group attend Trinity school, and there are a lot of parents of Trinity pupils at GS.</li> <li>● JS questioned whether there are any other considerations that the PCC should note? CH foresees he would need to support the person appointed (which would require time)</li> </ul>	<p><b>Proposal to participate in the Flourish programme supported by PCC.</b></p>

	<ul style="list-style-type: none"> <li>● PW questioned whether we would see increased visibility of Trinity connections.</li> <li>● Note that the incumbent would cover the senior school only, as the junior school falls within St.Swithin's parish.</li> <li>● FL commented on the application process, and how to ensure the incumbent reflects our 'inclusive church' values. BS discussing the role spec tomorrow.</li> <li>● FL also queried whether the contract (2.5 days) is intended to be term time only, BS to question and clarify.</li> <li>● JB commented that the job outline indicates that it is a big job, with responsibilities. BS and CH both have a background in youth work, and CH will line manage the incumbent.</li> <li>● There is a risk assessment that has been taken by the diocese.</li> <li>● JoM commented that the building has a church operating out of the senior school building on a Sunday morning.</li> <li>● 'church' - CH clarified the Fresh Expressions definition, which is much broader and can involve discussion groups.</li> <li>● FL questioned whether there will be training - yes there will be, and on the role specification it says 'desirable - working with young people'.</li> <li>● CJ commented that this role will help to promote our values and vision, being within the community.</li> <li>● Proposal to participate in the Flourish initiative, proposed by BS, seconded by CJ. Supported by all.</li> <li>● It was noted that there is the need to consider the feedback mechanism back to the PCC.</li> </ul>	
9	<p><u>Approval of minutes of meeting of 20<sup>th</sup> May 2024 &amp; approval of minutes of PCC decision to approve accounts on 20th April</u></p> <ul style="list-style-type: none"> <li>● 20 May - no changes required. Approval proposed by JoM, seconded by ST. All in favour with the exception of PW who abstained.</li> </ul>	<p><b>20th May minutes approved.</b></p> <p><b>20th April minutes approved.</b></p>

	<ul style="list-style-type: none"> <li>20th April - no changes required. Approval proposed by JaM, seconded by BS. All attendees approved.</li> </ul>	
10	<p><b>Matters arising from minutes</b></p> <p>BS commented that LGL is moving ahead, planning to have a legal agreement and a partnership agreement.</p>	n/a
11	<p><b>Fabric report</b></p> <p>JaM provided an update on Weigall Road (the parish owned house) the kitchen refurbishment is now complete, and the tenant is pleased. No other large expenditures expected for the property, unless there are upcoming changes to the environmental rating rules of the property.</p> <p>The Good Shepherd wall - PCC to note that the quinquennial architect who is now taking on the project management of the proposed work will charge for services provided.</p>	n/a
12	<p><b>Standing Committee update / report on actions</b></p> <p>HB provided an update:</p> <p>The Standing Committee have not met since the last PCC meeting in May, but have corresponded by email.</p> <p>The Standing Committee have authorised expenditure for the final title report for St. Peter's, to be done by Winckworth Sherwood law firm. The estimate for this work is in the region of £1,500 - £1,750 + VAT and disbursements, the final amount will be determined based on hours spent on the work.</p> <p>The report on title will summarise the recent investigatory work, which will be useful for our records, and a copy of the report on title will also be sent to the Diocese.</p>	n/a
13	<p><b>Deanery Synod report</b></p> <p>Paper included for information, prepared by Adriaan Goosen.</p>	n/a
14	<p><b>Safeguarding, health and safety update, GDPR compliance</b></p> <p>It was noted that there is outstanding training for some PCC members which Fiona Morrison (administrator) is keeping track of.</p>	<b>PCC members to complete outstanding training.</b>
15	<p><b>Correspondence</b></p>	n/a

	<ul style="list-style-type: none"> <li>- Email from Diocese re: Parish Support Fund has been received. We will discuss in September's PCC meeting what our pledge will be.</li> <li>- July / Aug/Sept - BS will be acting archdeacon again</li> </ul>	
16	<b>AOB</b>	n/a
17	<b>Date of next meeting</b> – 11 <sup>th</sup> September Upcoming meeting dates <u><a href="#">here</a></u>	n/a
18	<b>Closing prayer</b> Led by CH Meeting closed 21:25	n/a