



# PCC MINUTES

## BIG AGENDA

Minutes of the meeting held at 7.30pm on Monday 23<sup>rd</sup> June 2025**STATUS**Approved  
14.07.2025  
(Public)

<b>Present</b>	Jon Bowden, Chris Brown (Chair), Barny Collins, Alex Creavin, David Daniels, Danish Gill, Andrea Jeanneret, Janet Lee, Cluff Noon, Di Noon, Mark Orriss, Helen Parsons, Mark Parsons, Sam Pictor, Jack Reed, Hannah Rodgers, Chris Shaddick, Dave Vernon, Rebecca Wattiau, Kamran Zahid
<b>Apologies</b>	Claire Harman, Susannah Mason, Philip Miles
<b>Minutes</b>	Mark Parsons

<b>A</b>	<b>INTRODUCTORY ITEMS</b>
<b>A1 Apologies</b>	Noted as above
<b>A2 Conflicts of interest</b>	None noted
<b>A3 Welcome &amp; Prayer</b>	JL read from Titus 1:1-9 then lead the meeting in praying for world leaders and for the vacancy process.
<b>B</b>	<b>THE BIG AGENDA</b>
<b>B1 Parish Profile Paper 01</b>	<p>CB introduced this item focusing on:</p> <ol style="list-style-type: none"><li>1. Revisiting Section 2 of the Parish Profile – which describes who we are and who God is calling us to be.</li><li>2. Begin work on Section 5 of the Parish Profile – which is the character and role profile.</li></ol> <p>CB explained that the purpose of the Parish Profile is:</p> <ul style="list-style-type: none"><li>• To give us a long list of candidates from which we can shortlist candidates to interview.</li><li>• To guide the interview panel.</li></ul> <p>The Parish Profile is ultimately a PCC Document, and the final version must be signed off by the PCC before it can be issued.</p> <p><b>Section 2 – Who we are and who God is calling us to be</b></p> <p>Since the PCC Day on 7<sup>th</sup> June, Section 2 has been re-drafted based on comments from that day. Members were issued a revised copy and spent time in groups reviewing and editing. After this discussion, all groups agreed that the document was significantly improved and now at the stage of “minor edits” only. CB will further edit the document based on the comments and feedback from each group which was collected in.</p> <p><b>Section 5 – Character and role profile</b></p> <p>MP introduced an initial discussion on the character and role profile by setting the context for thinking about the qualities we are looking for in our next Vicar. Our vision, values, activities, history, sense of calling, context, people and existing leaders all feed into this. With this in mind, the meeting was asked to consider two questions:</p> <ul style="list-style-type: none"><li>• What should our new vicar prioritise?</li></ul>

	<ul style="list-style-type: none"> <li>What skills must our new vicar have?</li> </ul> <p>The meeting spent time generating answers to these questions, both individually and in groups. MP will collate the answers and circulate them to PCC members asking them to rank each quality as essential, desirable or not.</p> <p>Following this meeting, CB agreed to update the Diocese and Patrons with an aim to get a first draft of the Parish Profile to them w/b 30<sup>th</sup> June.</p> <p>Given the timescale we are working to it is possible that an additional PCC meeting will be needed in early September to sign off the Parish Profile.</p> <p>Following this meeting the Churchwardens will draft and update for this Friday's email.</p>
<b>B2 Confidential Item</b>	<b>This item is confidential and has been removed from the public minutes.</b>
<b>B3 PCC Business</b>	<p>The following PCC positions were proposed:</p> <p><b>PCC Officers:</b></p> <ul style="list-style-type: none"> <li>Lay Chair: Vacant</li> <li>Secretary: Claire Harman</li> <li>Treasurer: Vacant</li> <li>Electoral Roll Officer: Mark Parsons</li> </ul> <p><b>Lay members to the Standing Committee:</b></p> <ul style="list-style-type: none"> <li>Danish Gill</li> <li>Susannah Mason</li> </ul> <p><b>Co-options to the PCC:</b></p> <p>MP informed the meeting that JB had not been formally elected to PCC as he stepped in last year to fill a casual vacancy. MP suggested that JB was co-opted for 2025/26 filling the second co-option space alongside Claire Harman.</p> <p>A vote was held on all these positions.</p> <p>Proposed: DV Seconded: DN</p> <p>All in favour.</p>
<b>C</b>	<b>OTHER ITEMS</b>
<b>C1 Approval of Minutes Papes 03, 04</b>	<p><b>Approval of minutes of 28<sup>th</sup> April and 7<sup>th</sup> June.</b></p> <p>No comments or corrections were received prior to the meeting, so the minutes were approved.</p>
<b>C2 Safeguarding</b>	<p>JB informed the meeting that the Diocese have agreed that the PSO's may use SharePoint for the storage of safeguarding records.</p> <p>No urgent safeguarding matters were reported to the PCC.</p>
<b>Review of the meeting / actions / confidentiality</b>	<p>The meeting was chaired well and there was good, facilitated conversation.</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>PCC members who can, to meet with MO &amp; JL on Thursday – MO</li> </ul>

	<ul style="list-style-type: none"> <li>• Redraft Section 2 – CB</li> <li>• Create a first draft of Section 5 – MP</li> <li>• Write an update for the Friday email – MO &amp; DN</li> <li>• Implement Schools Pastor Role – CB &amp; MP</li> <li>• Implement SharePoint for PSO storage – JB &amp; MP</li> </ul> <p>Confidentiality:</p> <ul style="list-style-type: none"> <li>• Item B2 is confidential.</li> </ul> <p>The meeting closed at 9:40pm with prayer.</p>
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#### Future Meetings:

Monday 14<sup>th</sup> July (Detail), Monday 22<sup>nd</sup> September (Big Agenda), Monday 20<sup>th</sup> October (Detail), Monday 24<sup>th</sup> November (Big Agenda)