



# PCC MINUTES

## DETAIL

Minutes of the meeting held at 7.30pm on Monday 14<sup>th</sup> July 2025**STATUS**Approved  
22.09.2025  
(Public)

<b>Present</b>	Chris Brown, Barny Collins, Alex Creavin, Janet Lee, Cluff Noon, Di Noon, Mark Orriss, Mark Parsons, Gaye Senior-Smith, Chris Shaddick, Dave Vernon, Rebecca Wattiau, Kamran Zahid
<b>Apologies</b>	Jon Bowden, David Daniels, Danish Gill, Phillip Miles, Helen Parsons, Sam Pictor, Jack Reed
<b>Guests</b>	
<b>Minutes</b>	Claire Haman

<b>A</b>	<b>INTRODUCTORY ITEMS</b>
<b>A1 Apologies</b>	Noted as above
<b>A2 Conflicts of interest</b>	
<b>A3 Welcome &amp; Prayer</b>	
<b>B</b>	<b>SUBGROUP REPORTS</b>
<b>B1 Finance Team Paper B.01 (a)</b>	<p>2<sup>nd</sup> Quarter Management Report – state of general fund account. CCC has a focus on expenditure. PCC sets budget in November. Main focus on “Provision Income”. Regular giving vs ad-hoc giving; aim is for regular giving to hit budget every month. October: 4wks on generosity and giving – significant in terms of getting back on track</p> <p>CB: Need to ensure congregation knows and owns the vision of the church (2wks on vision, 4wks on generosity, ending with ‘Giving Sunday’). Give enough notice to congregation and have a call to action in the gathering. Could interview members of the church</p> <p>Deficit budget for 2025 – but we are in surplus (Staffing costs are lower, Oakfield Road continues to generate more income than expected)</p> <p>SLT: to be discussed in Sept/Oct</p> <ul style="list-style-type: none"><li>- Specify what budget is required</li><li>- Present how the money is used in the church</li><li>- How do we save our money given CofE situation (AC)</li><li>- Will we change language to teach what the Bible says, rather than where PL gave an expectation to feel what the Holy Spirit says. Can tie it in with Children’s Church and link conversations at home (AC)</li></ul>
<b>Paper B.01 (b)</b>	<b>The record of a confidential discussion has been removed from the public minutes at this point.</b>
<b>B2 Buildings Team Paper B.02</b>	Hannah Glover – new buildings Manager – great appointment

<b>B3 Property Team Paper B.03</b>	N/A
<b>B4 Risk Management Team Paper B.04</b>	N/A
<b>B5 Personnel Team Paper B.05</b>	<p>Updating employee handbook</p> <p>JL: Spear Update – Anjola Ogundokun leaving, Elisabeth Dickson will become lead coach, leaving a vacancy for grad coach</p> <p>JL: Still have a vacancy for a Children &amp; Families Pastor</p> <p>CB: Need to readvertise the job spec – no capacity to look through job spec / advert / salary. Review with Mullers and re-write</p> <p>Discussions around what else can we do to make it more attractive – offer more money?</p> <p>MP: CCC Salary Structure means the role is pitched correctly; do we break it as an exception, or review entire structure?</p> <p>ACTIONS</p> <p>CH to review profile with Personnel Team</p>
<b>B6 Safeguarding Paper B.06</b>	<p>GSS:</p> <p>Parish Dashboard shows 57% Compliance</p> <ul style="list-style-type: none"> <li>- Goal posts have changed</li> <li>- Forward-thinking church: should all groups have a decision about if safeguarding is considered?</li> <li>- Training: falling in this area – includes new PCC members</li> <li>- Annual training for relevant church members by the Diocese</li> <li>- Documentation: all emails are from personal email addresses, and only storage is paper storage</li> </ul> <p>ACTIONS</p> <ul style="list-style-type: none"> <li>- SLT look at training</li> <li>- Add safeguarding to Section 3 of Parish Profile</li> <li>- MP to send actions required to new PCC queries</li> <li>- MP &amp; GSS to speak regarding @ccweb email</li> </ul> <p>MO: Can we assume that as members of the PCC we are covered?</p> <p>No urgent safeguarding matters were reported to the PCC.</p>
<b>C</b>	<b>LEADERSHIP REPORTS</b>
<b>C1 Churchwardens Report Paper C.01</b>	<p>Midweek: older people cannot get up the steps to the stage/altar. Looking for a portable ramp solution from Remap (retired engineers) – ACTION: DN to speak to them</p>
<b>C2 Standing Committee Report Paper C.02</b>	

<b>C2 SLT Report Paper C.03</b>	<p>Lack of enough Small Communities</p> <ul style="list-style-type: none"> <li>- How do we share culture and expectation? (CB)</li> <li>- Not a priority in this season for CCC (MP)</li> <li>- Need visibility for the church and PCC to see where and when they happen, who is full etc</li> </ul> <p>Challenge: How to take someone from attending church on a Sunday 3x a month, to connecting them to the church? Not yet done very well at CCC.</p> <p>GSS: Links in with small groups? Bring 2 or 3 small groups together?</p>
<b>D</b>	<b>VACANCY</b>
<b>D1 Update on Parish Profile Process</b>	<p>23.06.25 – last time met as PCC, reviewed section 2, qualities of the Vicar (section 5)</p> <p>25.06.25 – MP sent email to PCC, is the quality essential or desirable?</p> <p>26.06.25 – a small group got 4k words down to 1200. Created list of what we need photographs for</p> <p>30.06.25 – CB email to Simeon’s Trustees &amp; Archdeacon with Section 2, 3 &amp; 5</p> <p>08.07.25 – sent Diocese a bank of photos – checked permissions</p> <p>09.07.25 – MP followed up, no response to initial email</p> <p>10.07.25 – ST and Archdeacon replied</p> <p>14.07.25 – Archdeacon – positive feedback. Bishop Neil will draft a letter. We have the option to design the advert our selves</p> <p>Bishop of Bristol also retiring the day after PL – very busy time for them</p> <p>Positive feedback all round – profile shows what we are looking for</p> <p>Negative feedback: some repetition – can it be condensed? (CS), is the need for someone from NW network necessary? (DV)</p> <p>Group effort on creating the profile</p>
<b>E</b>	<b>STANDING ITEMS</b>
<b>E1 Approval of Minutes Paper E.01</b>	<p><b>Approval of minutes of 23<sup>rd</sup> June 2025</b></p> <p>No comments or corrections were received prior to the meeting, so the minutes were approved.</p>
<b>E2 Review of PCC Action Tracker Paper E.02</b>	<p>RW: Old dates in Action Tracker</p> <p>MP to remove and update</p>
<b>Review of the meeting / actions / confidentiality</b>	<p>Would have liked longer on parish profile (DV)</p> <p>DN: follow up with Hannah Glover about the safety of the grounds outside</p> <p>Draft Parish Profile to remain confidential until Parish Profile is approved at the Section 11 meeting</p> <p>MO + DN to add in comments about Profile into Friday email – communicate to everyone</p> <p>Meeting ended – 21:58</p>

### Future Meetings:

Monday 01 September – 7:30pm - Section 11 PCC Meeting