

Rothley Parish Church

Minutes of Parochial Church Council Meeting – Monday 10th July 2017

Rothley CofE Primary School (Academy) – 1930

Attendees:

Josh Bailey	Kate Croden	Rob Gladstone
Clive Jackson	Frances Morrison (Sec)	Margaret Offley
Jonty Pilbeam	Linda Poole	Ray Prince (Chair)
David Salt	David Wilson	Sue Wilson

1. Reading and Opening Prayers – Led by Rob

Matthew 28 v 16-end. 'Go and make disciples of all nations'.

It is important to remember that we live in a world over which Jesus Christ has authority, whatever it may seem, and that we have the reassurance that he will remain with us until the very end of the age. Within this we have the mission to make disciples and have a love of making disciples. Things happen and lives change when we read the Bible, not through discussions about evolution, etc.

Ray said thanks to Rob and Sarah for hosting the BBQ on the previous Sunday, as well to those who provided salads and desserts. There was a very good cross-section of church members present. Lani Rotchell helped provide the sausages through a charity scheme at work. He also thanked Frances for taking the minutes in Wendy Lewis' absence and Josh for providing the refreshments.

2. Apologies

Kate Cooper, Wendy Ferguson, Alison Godfrey, Cath Jagger, Wendy Lewis, Susan Pinkus

3. Declarations of interests

None were made.

4. Approval of Minutes

The minutes of the May PCC meeting were agreed.

5. Matters arising

None

6. Operations

- Roll of Honour. The public notice about the work proposed has to be displayed for 30 days at church. The notice went up on 22nd June. After this period the application is sent to the diocese, who will issue a faculty if there have been no objections. It will take 5 days to complete the refurbishment which will be done on site. There is no cost to the church as we have a donation (not grant: ref Business Committee minutes). There is a new system for faculties that stores information online and keeps the history of all work needing such permission.
- Organisational Chart. One typo needs correcting, one word omitting.
Action: Ray to amend.

- Working at Height Policy. PCC agreed this unanimously.
- General policy for Health & Safety (not applicable to safeguarding policies). To avoid clogging PCC agendas with policies, only new and re-elected members would be sent the policies; policies wouldn't need to come to PCC each time or have to be re-sent during the 3 year term unless there were major changes.
The overreaching H&S policy would come to PCC annually with changes highlighted, and also there would be an annual meeting with churchwardens and Rob each year for the H&S review. PCC can check everything is being covered and raise an aspect if they think it is not.
The policy for November 2017 will be put through PCC in May 2018 to save doing it twice in several months. Each person to take own responsibilities for H&S for ourselves. If a concern arises in the interim please bring it direct to Mark and Clive, and do not feel you have to wait for PCC. At meetings in May they will ask for input.
In the future, perhaps there might be a part of the church website that could hold these policies and other documents.
Action: PCC to have section of the website (see under 9).

7. Finance

SoFA spreadsheet: the accounts that show where we are.

Adjusted General Fund: nearly all church expenditure goes through this account. This account is adjusted to include Gift Aid due in and tithe payments due out as a result of income received. If members ever have questions please talk to Sue at any time.

Scoping project for the OSR to be done with communications group. Party bookings have fallen. If not for the Pilates classes OSR would be struggling.

Reserves: The Annual Report must explain reserves policy: how much we have and why. This needs to be money freely available - need this legally. We have to show we are thinking to the future – a balance between hoarding and ongoing commitments, especially to those we employ. After the 2009 financial crash we now have to explain why we think we have enough reserves. Figure this year slowly increasing. We are currently £5700 short of what we need if we potentially make a loss this year. Some lines in budget might not be spent but we won't know until 31.12.17.

1. £4100 – will need to be moved eventually but no need for them elsewhere at the moment.
2. Increasing income. Financial update to church giving resulted in increases of £8200 for a full year, £4100 for the last 6 months of 2017. All are long term donations. Reducing expenditure is difficult – there isn't much room for manoeuvre. Sue suggested leaving £1000 contingency in the budget - better to have and not spend than other way round. We need to exercise good stewardship. 2018 budget process to start soon. Electricity bills coming down.
3. £4100 – might leave hole in General Fund when we move it so may need to consider moving money from one of the Designated Funds, for example Organ & Music Fund. This fund has been built up by allocating part of the PCC fees from each wedding. Simon's fee for weddings is separate to this money. PCC agreed Clive could raise this with Simon in the course of his discussions about maintenance costs for the organ.
a, Reclaimed VAT of £1235 has been paid into the General Fund since the accounts were prepared.

d, £5K – does that amount need to be in the re-ordering fund at present? Ken Arkley's view is that for doing the core activities at the back of church the money is likely to be needed. He has no problem with the money being moved but it may delay things if the architect is appointed (but not until after Christmas). May need to fundraise to offset costs. Leave it for now.

f, Parish Giving Scheme. Automated scheme runs as direct debit and will automatically raise donation by rate of inflation. We are not part of the scheme but will wait and see how it works out. Scheme takes only the easy part of Charles' work away. It would be a major upheaval to change to this system.

g, Water bill going down every year. Having broker to look into it.

2018 Parish contribution: Rothley's agreed figure was presented to the deanery. Overall deanery figures encouraging given individual parish situations.

CF worker maternity leave: Carrie will take 6 months maternity leave. Work will be covered by volunteers. Maternity leave pay is covered by HMRC so won't cost us anything. The Diocesan Growth Fund grant we use is to fund someone full time. The proposal is not to take the grant for the 6 months Carrie is on maternity leave. Luke Fogg from the diocese is happy with this. Other parishes on pause too. Carrie's contract is 3 years, working or not, so there is no extension to her contract. However, the money we don't use now may help us if we wish to extend her contract at the end of 3 years or invest in other aspects of C&F work/future work.

Rob and Carrie putting together information about maternity leave including what happens to funding to enable the work to continue. Giving from church is to work not worker.

Action: Sue to write to diocese and pause grant.

ChurchBuilder Web system: PCC has nominated certain individuals to manage contracts, Trevor in main but David Salt for ChurchEdit. Must not use anyone else to contact (see agenda item 9).

The latest version of the Treasury Team chart had been circulated. Frances will now pass this on to Sue to maintain.

A question was asked about feedback from the finance campaign. This has already been done – was in last week's notice sheet and will also be in next week's. Finances are never going to be all right. Perhaps we should do a campaign annually rather than when desperate as people may increase giving next year but not been able to this for whatever reason. It is a fully theological issue and should be done as such with a sermon, not just a notice and the sermon on a separate subject.

8. Committees

- Reach. First meeting of new committee.
 - Communications. Wendy F interested in being Chair of this group. Reach holds the link with the Communications Committee. Media training day interesting (paper about day sent to PCC members).
 - Life Explored. 8 people interested in Life Explored already - link to Mission 2018. How best to welcome people?
 - OSR: Scoping project better with Communications Committee.

- Luther Film. Screening on Saturday 28th October – there will be no Light party for children. Suggestion of incorporating with monthly film group in library/Rothley Centre to show film, or History Society.
- Mission 2018 – Bishop’s Big Conversations Mission Weekend (16-18th March). No date of those on offer except March worked easily for us. We would hold Lent course to prepare for mission, have Mission, have Easter (1st April), then Life Explored to help follow up. May be more strategic places for Bishop to visit than Rothley but we will do mission weekend anyway that weekend. Like a mini-More2Life. Finance for this needs including in 2018 budget planning. Points to note:
 1. It was unfortunate that it was on the notice sheet before PCC was aware and had agreed. Rob and wardens, and Reach had already discussed it. Reach was unanimous in supporting it, and application needed to be in pre-PCC because of deadline.
 2. Need to explain what it is to catch the enthusiasm. Last time something similar done was 2011 so starting from scratch with quite a few people.
 3. It will be 2 weeks before we get a decision.

All agreed to go ahead with this, regardless of whether we have the Bishop.
- Build. Social event for PCC – 7th October - no spouses - evening.
PCC away day on 27th January. Not done one for a long time. Go away from church and find someone to lead for us? Would be good prep for Mission 2018.
 - Bookstall. Link with other books that are sold through Liz and Josh.
 - Skills audit. As well as asking for money – time, prayer and talents are requested. Charles passes offers of talents to the relevant person so these must be followed up. Harry and Alison Longman have offered use of their house.
- Joint services. BBQ was part in response to PCC discussions; Rob and Sarah had been vaguely thinking about this too. Feedback was good. People have spoken to people they hadn’t done so before, lots of 9 am attendees but no evening service only people. Discussion in May PCC about periodically having only 1 service on a Sunday. The following was agreed:

24th September 2017 – HC service – 10 am – bacon butties beforehand?
28th January 2018 – HC service – 2.30 pm? – lunch beforehand at 1 pm?

Action: Build to organise wrap around for 24th September.
- 4th Sunday. Preaching will look at ‘Discipleship Explored’, beginning in September. Will focus on ‘one another’ verses.
- Send. Has looked at diocesan vision and 3 questions. Ref point in Reach minutes, Send looks outside Rothley. If Reach just focuses on loving service to the community, evangelism can drop off the agenda. Reach keeps sharp focus on evangelism, so Send is loving service to community, e.g., food bank.
Loving service to the world leads to evangelism. Reach, Build and Send need to keep things in headlights but things will cross committee boundaries.

9. Church Builder Web System

Jon Wainwright raised the idea of using this system. Jon has used ChurchBuilder before and seen benefits. Point that was not identified at May PCC was why we should change the existing system and what challenges the new system might address.

1. Whatever we use we will need a quality of information on how to run
2. Should we stop using system we've only used for 18 months? What is compelling reason?

David S and Jon have talked this through. Add-ons can be bought for our existing system. Some advantages, some disadvantages for centrally held information. COST! Can organise rotas, contact info, work out clashes with rotas, and skills audit and contact list can sit on system. Liz would have access. Vulnerability of system – it is created by 1 person but he is a company - his role has back up. There is a declaration of interest - Jon has professional relationship with owner of system. ChurchEdit has 8 people working for it. Finance - David Salt hadn't spoken to Jon before presentation last time.

How do we decide? It would be helpful to have the capability of both systems and some scenarios. Issue should have gone to David Salt etc to be examined properly. It needs thrashing out – nothing in budget! What other options are there? Data protection and registration to be considered. Hosted on another server? Would either system have section of website that can be put aside for PCC use? Thanks to David for explanation.

Action: David Salt, Paul Parkinson and Steve Thomason to meet with Jon Wainwright and put in place some structure to move forward with website, e.g., how to make more streamline, etc. For a more productive meeting invite Wendy F and Liz, and also perhaps involve other who would use it at some point. A4 sheet to be produced for November PCC at latest. Communication Committee to get on good footing first.

10. Review of experimental evening service pattern (incorrect agenda item wording)

Holy Communion (HC) was moved to a 1st Sunday and contemporary evening (CE) service was held on a 2nd Sunday.

Rob provided figures for Sunday evening attendance.

- HC numbers have increased slightly - average (by ascending year 30-37-36)
- Non-HC services average (31.5-29-70)
- Impossible to see impact of CE service on 10.30 service due to other events taking place, e.g., Baptisms, Easter, QE2 Jubilee. There are no comparable figures in the same period so can't see whether new people are attending or people transferring to evening services.
- Anecdotally, the last three – four 10.30 services have been slightly lower in number; usually 130-160, but March 125, April 148, May 113, June 112 and July 109.
- Choir happy with experiment. Turn out for HC is mixed. HC is generally when there is a bigger choir. Was 1 evening with very small choir (with reasons). 1st Sunday HC balances well with Stepping Stones.
- If Alison plays in the 10.30, choir will support that service, not evening.
- CE feedback via Flip Chart at the back of Church 72 Post-It notes including: 4 (negative) & 27 (positive). Josh sent out e-mail with the 72 comments on. Songs an issue. Music contemporary but not formal. Some things being worked on, e.g., sense of shape of service, music (in May wasn't good). Who is the band?

- What is the aim of the CE service? Should there be guest speakers? Video? Both would be new and different. Prayers and reading – same format as before.

Aim of CE service was not a youth service, but a service accessible for those who prefer a different style of worship. Some in congregation have been longing for this, and it will also help transition of youngsters to university. Matthew 28 - not to dumb things down but make more accessible, e.g., language used on a service sheet can be 'alien'. Evangelistic type of thing for those who aren't versed in the CofE. A service that can be used to invite people.

Band - good and reflect the contemporary side. Is there anyone in the fellowship to develop that way? This is our and their vision! Band would love for others to work with the band (Simon already doing). Long term aim is that musicians coming into church to lead worship won't be needed.

Using numbers only the experiment is a success. Josh meeting with Phil and the band for feedback. Originally, they approached us and are incredibly willing to work with us. Loads of flexibility. 1/month still, not more.

PCC Decision: Another period of experimentation using feedback to tweak as necessary. 6 months from September 2017 to February 2018 gauge interest in long term and see if momentum carries. Review at March 2018 PCC

11. Transformation Index

Rob has read Transformation Index which was put together with team in diocese. Each member of PCC to read and pass on. It is to help us measure impact of CFW project long term. Carrie passed her probationary 6 month period on 2nd June.

12. Vicar's Report

- Be attentive to issues in wider CofE at the moment.
- Stepping Stones has been running 25 years. Some things about the original vision are still good but other changes need to be made. On 1st Sunday of month children will go out to Surfers. Programme will fit in with other Sundays. Music will be orchestra still. This will start from 3rd September. Grid (11-14) to stay in for 1st Sundays for time being as there not enough capacity in leadership for them to have a Sunday off in church. Still struggling for leaders.
In the original vision, the service was meant to be a stepping stone to regular church, but the regulars take that Sunday off. People that stick with us have not come through Stepping Stones.
- Placement for Josh. At St Peter and St Philip in Evington, near mosque. Theme – involving evangelism to Muslims and Hindus. Will be away on placement Sundays 23rd July, 6th August, 3rd, 10th and 17th September.

13. Review of meeting

Lots of big topics

Frank discussions

10 minutes over time

Next meetings:

Business Committee: Wednesday 13th September at 1930 @ venue to be suggested

PCC: Monday 25th September at 1930 @ Rothley CofE Primary School

The meeting finished at 2140