

Lancaster Christ Church minutes of PCC meeting 13th May 2020 held via ZOOM

Name	Initials	Present	Apologies
Carol Backhouse	CB	X	
Jacqueline Stamper	JS	X	
Paul Thompson	PT	X	
Olwyne Thompson	OT	X	
Julie Buckley	JB	X	
Andrew Neal	AN	X	
Joyce Lynch	JL	X	
Jane Lippitt	JLi	X	
Liz Mills	LM	X	
Hilary Thwaytes	HT	X	
Vic Parsons	VP	X	

Agenda Item	Minutes	Actions
1	CB led the opening prayer	
2	Apologies - none	
3	<p>Minutes of the last meeting 15th April 20 with the following amendments were accepted:</p> <p>Item 6 Period not year</p> <p>Item 11 last section of first paragraph replaced Purchasing delegation with Schedule of delegations. 3rd paragraph PCC agreed to waive the PCC element of funeral fees</p> <p>The revised copy of the minutes has been sent to all PCC members. Please confirm by email that all of these changes have been accepted.</p>	<p>All</p> <p>All</p>
4	<p>Matters Arising-</p> <ul style="list-style-type: none"> PCC nominated Governor –LM had contacted the previously proposed candidate (CH), she is currently a Parent Governor. An approach is to be made to the Head of Christ Church School to ask if she would consider Claire taking the PCC Governor position when her current term of office expires. 	CB
5	<p>Coronavirus lockdown lessons learned: Archdeacon Mark had circulated 11 questions to be considered during lockdown. The PCC discussed what worked well to date and should be continued.</p> <ul style="list-style-type: none"> The service being on-line could also be seen to be more inclusive as people who could not get to church through physical/other difficulties, could take part. The after-service Coffee Zoom was well received and allowed people to put names to faces that they had not been aware of previously. It also gave a ‘protected’ time for coffee and key personnel could take full advantage of this time for improved engagement and not be pulled away to complete the many other end of service tasks that happen in church. 	All

	<ul style="list-style-type: none"> We need to consider the changes that have happened over the past few years, e.g; Coffee moved from the Hall to the Back of Church, now via Zoom etc. We also need to consider those who cannot take advantage of on-line services Could we also consider options that might allow “live-streaming” of services? This would require expertise on video and audio technology. JS reported that the Diocesan Standing Committee have pulled together those with expertise in this area. It is hoped that they can share their knowledge and experience to a wider audience to enable other churches to benefit from this new way of reaching out. WhatsApp might also be worth considering. Many local streets/communities have come together in this way. Is this worth exploring? The Facebook followers have also increased, and we are planting seeds for worshipping at home. AN asked the questions “Are we on the way back from exile?” “What would coming back into church look like?” CB said that a late email had been sent from the Diocese asking similar questions. We need to prepare a list of potential steps to be followed to move forward. Create a Checklist and briefing for our plans. It was felt that it was too early to build up detailed plans at present and that any feedback from PCC/parishioners regarding what they like and might have seen elsewhere should be collated. 	
6	<p>Finance –</p> <ul style="list-style-type: none"> At this time, we would normally have had a full set of previous years accounts and have had the APCM. The accounts are almost completed, having been delayed due to the lockdown. Until we have the APCM date there is not a deadline, although there is a 2019 financial return due to be submitted to the national church and the Diocese by 15th June 20. AN will circulate the accounts to PCC members when completed. Q1 Income has dropped off, partially due to the Hall being closed late in the quarter. This also means that Q2 will be a worsened position. We need to be careful with the cash balance. The first payment of the Parish Share has been accrued and sent this to the Diocese. We may not be able to pay the Q2 share until much later in the year. JS reported that the Diocese will look at all the parishes’ financial submissions in June. That will give them an overview of parishes that are likely to be struggling financially and those that are relatively well off, after which Treasurers will be asked for best guesses for 2020, and those with substantial reserves encouraged to contribute Parish Share in full to help support those in financial difficulties. The Schedule of Delegations drafted by AN had been circulated prior to the PCC meeting. AN asked whether the PCC felt it covered everything that was needed. The PCC were happy to accept the schedule as a guide and review later in the year, after it has been in use for a while. All PCC members agree to the Schedule to be put into use. The reduction in income needs some good fundraising ideas to be gathered and put into action. It was agreed to revive a Social/Fund- 	<p>AN</p> <p>JS</p> <p>All PCC members to note the decision to use the schedule was agreed</p> <p>HT</p> <p>PT</p> <p>VP</p>

	<p>raising groups/s to raise money through various events. HT offered to coordinate this as she had been involved in other successful events, especially with LM. We need to ask for ideas possibly through the pew-sheets, to generate funds raised for the future. PT suggested a concert to be held in church post lockdown. VP reminded us of Easyfundraising which would generate income via on-line purchases etc.</p> <ul style="list-style-type: none"> AN will also investigate the options for on-line giving and contactless giving. JS mentioned that the National church was going to roll out a project to facilitate contactless collections, etc., in the future. 	
7	<p>Building-</p> <ul style="list-style-type: none"> The drains update – JS is still awaiting a confirmed start date for the work that has been authorised to re-route the drains from the hall. Auger are expected to do this work and it is assumed that as this is now authorised by Ecclesiastical Insurers that it is covered under the insurance agreement. It has been exceedingly difficult to contact either of these bodies. If the above assumption is correct the costs may be held at the current level e.g. what has already been paid to Coastal Drains and the £250 excess. Once a date for the work and the exact plan of work is known, the architects will have to be satisfied that the work will be a long-term solution. PT then led the PCC through the summarised essential list of work to be carried out from the Quinquennial report. A copy of this list had been circulated prior to the PCC meeting. AN mentioned that approximately £5000 was already raised for roof repairs and available to be used. We need to make a request to the Gregson Trust to fund some of the work. AN also commented that we need to ensure as a matter of course that money specifically raised for the fabric of the building should be used and not use general church donations. PT continued with the areas of repairs required, the tiling had been done. The Lightning Conductor and Smart Water work needs to be completed urgently as this is an insurance requirement, applications for some of this money can be made via the diocese website. The PCC asked that quotes for the various repairs be grouped up obtained and that would help PCC decide of appropriate to fund from Roof Fund or Gregson Trust. VP mentioned that conservation grade mortar will need to be used on some of the repairs and that this was more expensive than standard mortar. He questioned whether the roof repairs would also need to be done this way. PT also reported that removal of the Buddleia has been sought previously but the company pulled out of the job. It requires a crane/cherry picker to be used to access this area. JS mentioned that BS does conservation type work and that he has worked with AS, it might be possible for them to work together on some of the jobs. Scaffolding for the work is always expensive and has either to be removed at the end of each day or guarded in some way to prevent access in order to comply with insurers’ requirements, which often deters potential contractors. Some items will need a List B Faculty from the Diocesan Advisory Committee and the financial implications need to be understood. Guttering on the North Transept and the south side needs repairing, and PT is to check whether AS can do this work. 	<p>JS</p> <p>PT</p> <p>AN</p> <p>PT</p> <p>JS/PT</p> <p>JS</p> <p>PT</p>

	<ul style="list-style-type: none"> The floor around the main altar needs to be repaired. Once we get the all clear and more than one person in church is allowed this can be done, hopefully by AR. 	
8	<p>Vision 2026 – nothing further to add at this stage. Plans to remain as currently working. Thy Kingdom Come is 9 days of prayer from Ascension Day to Pentecost. CB will be streaming an Ascension Day Service, and there will be midday prayers each day.</p>	CB
9	<p>Safeguarding –</p> <ul style="list-style-type: none"> All DBS applications have been made and certificates received or on their way. Can all PCC members ensure they pass on their certificate number to JLi as soon as they can? Risk Assessments: Draft 2 of the document has been worked through by the sub-group. The night shelter has forwarded their own risk assessment, other groups may need to provide further details to describe their activities and safety considerations, e.g. Children’s Church, Uniformed Organisations. A list of contact details for leaders for the uniformed organisations will be provided by JS and JB will make contact to ask for copies of their own risk policies and procedures. One area highlighted on the draft Risk Assessment is Asbestos. The only document we have is an email from the Architects to state that they have no record of asbestos at Christ Church. We may need to recruit a specialist to check areas so that we can be sure we are totally asbestos free. The risk assessment has also highlighted the need for a Lone working procedure, Working at Heights policy, Fire Precautions, additional signage required (do not climb on this monument), Clear guidance for food storage and preparation in the hall, training of certain staff and volunteers in a number of areas. This is ongoing work and will be brought back to the PCC at a future meeting. First Aid training is also outstanding as the planned training needs to be face to face and cannot be conducted remotely. This will have to wait until we can have freedom of movement etc. 	<p>JLi & all</p> <p>PT/JB/JLi</p> <p>PT</p> <p>PT/JB/JLi</p> <p>JLi</p>
10	<p>Work with Children and Young People –</p> <ul style="list-style-type: none"> The C&YP coordinator post sub-group will reconvene and develop a job description, person spec and draft advertisement to bring to the PCC for approval as soon as possible. The Nile St Trust grant approved to school to create a library and pay for a music teacher needs an update report from school. The Library equipment purchase has progressed, but they are still awaiting further deliveries. As school is closed, we do not know if the music teacher is furloughed or stood down. CB will contact the Head to ask for an update on what the project and the money spent or committed to date, and request that communications be sent to both AN and herself. 	CB
11	<p>The potential to Host a Curate in the future –</p> <ul style="list-style-type: none"> If this is pursued, this would make Christ Church a training parish. There are costs of time taken to train a curate and financial implications with the cost of supporting an extra minister (Council Tax, etc.). We are awaiting the Diocesan Training Committee to inform us what support might be made available were we to go ahead. 	
12	<p>ECO Group- Joyce gave the following report</p>	JLy/MP

	<p>At the Eco group meeting on 21st April we discussed the following:</p> <p>Covid is having a positive effect on the atmosphere, carbon emissions and nature generally, but fears were expressed that afterwards, economic recovery will be the primary political focus rather than climate emergency.</p> <p>It was hoped that the connections being cited between degradation of the environment and animal habit/welfare and growth of viruses would be recognised and reflected in future government policy and action.</p> <p>Several documents on role of environmental destruction and contribution to diseases like Covid 19 had been circulated prior to the meeting. One was entitled "Tip of the Iceberg". This is happening at global, international, and national levels and it was felt important that we should keep aware and lobby where we can.</p> <p>It was reported that a famine crisis is likely in Africa. Climate change already causing major problems. On top of that the economic downturn as a result of social distancing will exacerbate the problem. This issue was covered very well in "The Conversation" newsletter.</p> <p>Some of our discussion led to Eco actions for May which have focussed on Support for Christian Aid campaign on Climate justice Sharing spare home grown produce Support for Water Aid's hand washing campaign.</p> <p>We listed the places that donations could be left for the food banks: supermarkets, Dalton Square pharmacy, Salt Ayre Leisure centre.</p> <p>We also discussed the many local small businesses that were responding to the crisis by making home deliveries.</p> <p>Next Eco group is meeting 19th May</p>	
13	<p>Any other business – The constitution of the Gregson Trust allows the PCC to nominate two additional Trustees, the names put forward are AN and BG, both local people and both from The Priory Church. Both are known to many members are the PCC. All PCC members present at this point in the meeting agreed to these nominations, subject to confirmation of BG's willingness (apart from HT who had left the meeting at this stage).</p>	<p>All PCC members must confirm their agreement to these nominations by email to JB ASAP</p>
14	<p>Dates of Forthcoming meetings: PCC 17th June 7:30 via Zoom</p>	
15	<p>Compline</p>	