

Lancaster Christ Church minutes of PCC meeting 17<sup>th</sup> June 2020

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	
Hilary Thwaytes	HT	X	
Vic Parsons	VP	X	

Agenda Item	Minutes	Actions
<b>1</b>	Opening prayers	<b>CB/All</b>
<b>2</b>	Apologies for absence	<b>All</b>
<b>3</b>	Vote of Thanks for Liz Mills – Liz has now stood down from her commitments to the PCC and Children’s Church etc. She will be missed, and a formal vote of thanks was given from the PCC	<b>All</b>
<b>4</b>	Minutes of the meeting held 13 <sup>th</sup> May 2020 via Zoom were accepted as an accurate record.	<b>CB/All</b>
<b>5</b>	<p>Matters arising from the minutes not covered elsewhere:</p> <ul style="list-style-type: none"> <li>Claire Taylor is to be the PCC nominated Governor of Christ Church School subject to relevant documentation being completed and registered at the Diocesan offices.</li> <li>Hosting a curate 2021 – Christ Church has not been chosen to host a curate from the 2020/21 intake</li> <li>Gregson Trust nominees- Andrew Nicholson has agreed to become a trustee. The second proposed nomination is the Area Dean Cindy Rigney, JS will follow this up with her again.</li> </ul>	<p><b>CB/JS</b></p> <p><b>CB</b></p> <p><b>JS</b></p>
<b>6</b>	<p>Pandemic discussion, what works well and what should we continue?</p> <ul style="list-style-type: none"> <li>Greater awareness of what is happening by the wider distribution of the electronic newsletter, the updated website, and the Facebook updates.</li> <li>It was agreed that PCC agendas and subsequent minutes will be published on the website in future (excluding anything of a confidential nature)</li> <li>Outreach has been well received especially the Pentecost candles; we should develop more outreach.</li> <li>A Parish Profile type document looking to the future vision that would help others to assist in shaping the vision. Refreshing our action plans.</li> <li>It was agreed that streaming services had been well received and it was likely that for some of the congregation may not be able to physically return to church, so continuation of streaming would allow them to join in. Pat Allen is contacting someone with expertise in this area, who might be able to advise what is needed to enable this.</li> </ul>	

	<ul style="list-style-type: none"> <li>Returning to the church building – we are now allowed to open for private prayer, our plan is to start limited opening from 5th July. We have some internal damage to the ceiling that has occurred during lockdown and needs to be repaired before access is allowed. The R value for Lancashire is still high so it is advised that we take a gentle return. There has not been any government advice about returning to worship in church. Funerals are allowed but with limited numbers. Private prayer opening times are suggested as 1-4pm on Sundays, and 10-12 on Wednesday mornings. Only the Lady Chapel will be available, not the nave. Regular cleaning, hand sanitizers, safe social distances to be kept are the key safety features. These will be developed into guidelines to be displayed in church and on the website etc. Bunting will be used to segregate areas of church not to be used. Christ Church is following the regular briefings and guidance from the Diocese Coronavirus group.</li> <li>We are not yet able to hold the Annual Parish Church Meeting as this needs to be a public meeting.</li> </ul>	
<b>7</b>	<p>Building Matters</p> <ul style="list-style-type: none"> <li>Trees, we have had a complaint from a church neighbour about the Sycamore tree. CB has contacted the Diocesan Arborist, who has stated that this tree is in good condition but could do with some pruning. There are no health and safety issues with this tree and cannot be pruned at this time in the year. This information has been passed back to the complainant.</li> <li>Ecclesiastical Insurance have been asked to consider numerous problems, guttering in various places to be replaced and plasterwork in the nave and baptistry. They have said that we will hear from the contractors. They will also access the roof to check what is causing the internal damage. The architect has suggested that a whole ceiling check could be made by tapping for hollow areas. We do not know if this would be covered by the insurers, PT to check if EI would like this investigation to be included.</li> <li>PT has also met with a local contractor Andy Steele regarding some gutter replacements at the lower level, some of the pointing required around baptistry windows and will check if he is still able to do this work. The SmartWater needed for the roof lead has arrived, PT will check if AS can undertake thus work</li> <li>Fire alarm testing is also being conducted and further repairs to the uneven floor near the altar may be completed by Ants Robinson. Also discussed was the coordination of access to the building as COVID19 guidelines need to be followed and there is a danger that more people may turn up for other reasons than can be managed safely.</li> <li>Drains – no further progress has been made despite chasing.</li> </ul>	<p><b>PT/CB</b></p> <p><b>PT</b></p> <p><b>JS</b></p>
<b>8</b>	<p>Finance- A draft copy of the annual accounts had been circulated to PCC members, both narrative report and full accounts. The final combined report will be recirculated as soon as ready for approval. The comparison between 2019 and 2018 highlighted the Nile Street Trust money. Excluding this Christ Church was at break even. We are still awaiting confirmation that historic arrears of Parish Share contribution will be written off, however this will be reflected in the 2020 accounts. Diocesan meetings at which this</p>	<b>AN</b>

	<p>would have been agreed have been cancelled/postponed due to the pandemic.</p> <p>No updates on current year as we are not yet at the end of Q2, however it is obvious that income is at a much lower level with no clear view of improvement. The current balance is at £11k, but when expected bills are paid, we will be down to £8k, therefore only essential work can be afforded. AN also thought it unlikely that we would be able to pay out Parish Share until our income and expenditure was clear. JS said we should pay as much as we can afford, and we ought to apply for support from the Gregson Trust for some of the Roof and other repairs, together with the funds given for that purpose.</p> <p>Furlough scheme- our current maternity cover cleaner has been put on the furlough scheme, the maternity leave is almost up and there is a possibility that the contracted cleaner will need to be furloughed and the temporary cover contract would end as expected. This may also need to be in place during the Night Shelter season if we are not back to normal.</p> <p>Fundraising – Face masks made by Julie and Marion had raised contributions of over £200 at the time of the meeting and post meeting is almost £300. Music lessons have also been offered by Marlene with proceeds to be given to church. CB and HT are to coordinate a date for a fundraising meeting soon.</p> <p>No further information available about electronic giving.</p> <p>Funeral fees – the DBF is reinstating full funeral fees for funerals held in Church coinciding with the reopening of churches.</p>	<p><b>AN/JS</b></p> <p><b>AN/JS</b></p> <p><b>JB</b></p> <p><b>CB/HT</b></p> <p><b>CB</b></p>
<b>9</b>	<p>Vision 2026 – The diocese is carrying out a major review of progress on Vision 2026, and an implementation planning programme will be published for discussion in Autumn 2020. The underlying strand is Children and Young people.</p> <p>We now have a fortnightly prayer group ‘Prayer4’ at 4pm alternate Tuesday afternoons. CB encourages people to join.</p> <p>Also 4 weeks of Bible study are to start soon using the Book of Acts, details will be out soon, encourage people to join in.</p>	<p><b>JS</b></p> <p><b>CB</b></p> <p><b>CB</b></p>
<b>10</b>	<p>Safeguarding- The First Aid training that had to be stood down due to Covid19 will be rearranged as soon as we are able to meet safely face to face for the training.</p> <p>A new Risk Assessment needs to be completed before the church re-opens considering all the Covid19 guidelines. Procedure documents/guidelines specific to Christ Church need to be in place and be easily accessible for all church users.</p>	<p><b>JLi</b></p> <p><b>JB/JLi/PT/CB</b></p>
<b>11</b>	<p>Update on Children, Youth and Families Coordinator – a job description, person specification and briefing note proposal had been distributed prior to the meeting for discussion. The post would cover spots for Children’s Church, Tiddler group and work with 11-15 year olds, including planning and preparation time. This would still require adequate numbers of other volunteers to work with the coordinator. Other areas would be to work with schools.</p> <p>AN discussed the need to ensure this post could become financially stable and longer term if other funding could be obtained for the future. The Nile Street Trust fund is for Educational purposes and as the role would include wider ministry, there may be numerous grants that we could apply for to give further support. AN continued to discuss the requirement to reconcile</p>	<p><b>CB</b></p> <p><b>AN/CB</b></p>

	<p>the various grant applications with the design of the post to give the best chance of this becoming an indefinite post. The grant bids would need to be made by the PCC; therefore, the start date might need to be either late in the year or early 2021.</p> <p>The Growing Lives fund, LICF are two of the likely additional funds to seek grants from. If grants could help support the costs of the posts in the early years, then possible increases in parish contributions in years 3-5 to make this a sustainable post. A 40%/40%/20% split between NST funds, other grants and PCC funds was suggested: as the role will cover Children's Church, Tiddlers &amp; working with Schools, we need to ensure the appropriate proportion of the role to fit against each grant application.</p> <p>The Children, Youth and Families Group meets next week and will discuss.</p>	<p><b>AN/CB/JS</b></p> <p><b>CB</b></p>
<b>12</b>	<p>Sacristan Role – Our long standing Sacristan, Audrey and her husband Julian have indicated that they would like to retire from most of their church duties by Christmas 2020. They have done a sterling job, and we need to look at all the behind the scenes duties they fulfil and look to the future for people who can step in to cover these.</p>	<b>CB/JS</b>
<b>13</b>	<p>Eco-Church minutes</p> <ul style="list-style-type: none"> <li>• The possibility of putting unwanted items on church website for sale or swap was discussed. We have also learned that there is an Eco church tab on the website which could be used for this and other important 'eco actions' or 'facts.</li> <li>• How could we influence a more sustainable recovery post Covid. Various organisations were listed for individuals to pursue</li> <li>• Regarding the CofE zero carbon commitment by 2030, it was thought useful if we revisited eco work carried out on carbon footprint 2 years ago once church reopens</li> </ul> <p>Christ Church School:</p> <ul style="list-style-type: none"> <li>• JLi had been working with the school eco group which had started recycling crisp packets, and she had worked on publicity around the school and created a notice board.</li> <li>• Anna Richings runs a gardening club after school had been preparing raised beds for children to plant vegetables.</li> <li>• Recycling was discussed. JT is still collecting crisp packets on behalf of the Scouts/Cubs. Anyone having food deliveries was collecting more plastic bags than normal which was difficult to avoid but we should be aware and reuse and recycle.</li> <li>• Three eco actions approved one being to support WaterAid's 'tap twinning' project all have now been included in the newsletters</li> <li>• Eco actions for June:</li> <li>• Many organisations are working behind the scenes for a greener economic recovery once the corona virus is under control. Take what action you can to support and encourage these vital campaigns.</li> <li>• Take this opportunity to enjoy and provide for nature whether you have a sizeable garden or a few pots on a balcony. It's not too late to attract the pollinators by building a bee hotel and planting native flowers and herbs.</li> </ul>	<b>JLy</b>

	<ul style="list-style-type: none"> <li>• While we are learning new ways to food shop, seek out suppliers of locally grown and organic vegetables and include smaller shopkeepers who are increasingly happy to deliver.</li> <li>• Those of us receiving supermarket deliveries and online goods are probably seeing more plastic and packaging than we wish to. Try to avoid it where you can and reuse and recycle when you can</li> </ul>	
<b>14</b>	City Council request to use Hall for Civil Contingencies – Other churches in the area are involved. Can be staffed by parishioners if willing and able or allow the hall to be used and staffed by other organisations such as the Red Cross etc. Our proposal was to continue the discussion with the City Council and also to consider whether the hall could be offered to be used as extra classroom space if needed due to the social distancing requirements.	<b>CB</b>
<b>15</b>	Any other business -The Lightning Conductor company have noted our application but have a 6-week backlog of work; they will conduct the checks required by October 2020.	
<b>16</b>	Dates of next meetings, Standing Committee 6 <sup>th</sup> July, PCC 29 <sup>th</sup> July	
<b>17</b>	Closing Prayer	