

## PCC MINUTES FOR THE PARISH OF ST MICHAEL'S PLAS NEWTON, CHESTER

Minutes of the meeting held on Monday 22 February 2021 via Zoom

|                |                     |                                 |
|----------------|---------------------|---------------------------------|
| <b>Present</b> | Peter Rugen (Chair) | Stu Davies                      |
|                | Steve McKew         | Andrew Evans                    |
|                | David Blackmore     | Fiona Prichard (Secretary)      |
|                | John Allan          |                                 |
|                | Martin Smith        |                                 |
|                | Magdy Fahmy         |                                 |
|                | Steve Powell        |                                 |
|                | Ali Gibbons         |                                 |
|                | Peter Webster       | <b>Apologies</b>                |
|                | Anne de Reybekill   | Anne Stockdale                  |
|                | Phil Roberts        | Ken Ball                        |
|                | John Stockdale      | Andy Thorne (joined at 9.10 pm) |
|                | Andy Thorne         | Ruth McKew                      |
|                | Gill Miller         |                                 |

| Ref  | Item                                | Notes   | Action (what) | Who and by when |
|------|-------------------------------------|---|---------------|-----------------|
|      | <b>Welcome and Prayer</b>           | Pete welcomed everyone to the meeting. He then opened the meeting with a reading from Galatians, Chapter 4. He followed the reading with a prayer.  |               |                 |
|      | <b>Minutes from January Meeting</b> | No amendments were required to be made to the minutes from the January PCC meeting.<br><br>Approval of the minutes was proposed by Gill Miller and seconded by Stu Davies and the minutes were approved by all present.   |               |                 |
|      | <b>Matters Arising</b>              | There were no matters arising.  |               |                 |
| 2165 | <b>Finance Update</b>               | The Finance Report had been circulated prior to the meeting. As stated in the report, Phil said that Lawrence Bayliss of Bayliss Baynes, who had audited the accounts for a number of years, has now retired but that Bill Baines, the other partner in the firm, had agreed to audit the accounts for 2020. This change in auditor would normally require APCM approval but, as this was not possible, Phil proposed that the PCC approve this appointment in retrospect. With regard to the accounts for 2021, he proposed that he would obtain two or three alternative quotes and present the preferred auditor for |               |                 |



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|     |      | <p>approval at the APCM. Peter Webster seconded Phil's proposals and everyone was in agreement.</p> <p>A member of the PCC asked for clarification as to whether, once a fund is restricted, that money could be used for another purpose. He used the example of if the PCC decided to designate money for a purpose and less money was needed than anticipated for that purpose, whether the money could be used for something else. Phil confirmed that the money could be used for another purpose because that fund would be a designated fund and not a restricted fund.</p> <p>A further query was raised as to whether it was appropriate for PCC approval to be sought by email regarding funding for Mission partners as this funding is currently under review and it may not be possible to wait for PCC meeting before making a decision.</p> <p>A discussion ensued regarding how funding of Mission partners should proceed and the following points were made:</p> <ul style="list-style-type: none"> <li>• Mission Partners are currently being reviewed and a paper would be circulated to PCC members giving details of this review, once completed. The paper would include a summary of each Mission Partner.</li> <li>• Flexibility was required for this year so funding was not abruptly stopped for any partner.</li> <li>• Future funding needed to be reviewed.</li> <li>• It was not always necessary to fund a partner for a whole year.</li> <li>• Criteria was needed to decide on who should be funded so that any decisions were fair and a draft strategy was needed for the Mission Support Group.</li> <li>• Email could be used but this would be followed by a table discussion at the next PCC Meeting.</li> <li>• Sensitivity was needed owing to the vulnerability of some of the mission partners.</li> </ul> <p>Steve McKew said that if anyone had strong views regarding this matter that they could email him as Chair of the Mission Support Group.</p> | <p>Paper to be circulated to PCC members</p> | <p>Steve McKew</p> |



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|      |                        | Pete thanked Phil and Steve for all the work they had done.  |               |                 |
| 2166 | <b>Building Update</b> | <p>Pete said that prior to the Covid-19 crisis that a Building Project Group had been set up to consider the possibility of having some extensive work done to change the building but that following the pandemic, the project had been put on the back burner. He asked whether the Covid crisis had changed the view of PCC members on any possible extensive building work.</p> <p>A discussion ensued and the following points were made:</p> <ul style="list-style-type: none"> <li>• Small changes might make a big difference eg to the welcome or accessibility.</li> <li>• The toilets were suggested as an area greatly in need of improvement.</li> <li>• It was urged that if any smaller projects were agreed to that they would be compatible with any long term plans to change the building.</li> <li>• It would seem like madness to embark on a project requiring a big spend and that such a project would be unlikely to get external funding.</li> <li>• Eco credentials of any work needed to be considered too.</li> <li>• It is hard to get any work done at present due to a shortage of materials/labour.</li> <li>• A period of reflection was urged so that the emerging situation could be assessed.</li> <li>• There was some work needed urgently eg leaks needed mending.</li> <li>• It was urged that funding be considered and secured before launching new projects.</li> </ul> <p>Pete said that work to Rooms 4 and 5 had been done to a very high standard which had not been too costly. A member of the PCC urged that those who had completed the work were not put under pressure regarding other proposed work.</p> <p>Pete said that the smaller necessary repairs could be carried out by the Fabric Committee but proposed reassigning the Building Project Group to look at how more substantial improvements could be made to the building. He suggested that the building could be improved in stages and that the</p> |               |                 |



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|      |                   | <p>group could look at the building in terms of the immediate needs, the environmental considerations and the long-term requirements. He said it would be good for the group to get together and refocus.</p> <p>All members of the PCC were satisfied with Pete's proposal.</p>   | Building Project Group to be reassigned and commissioned.   | Pete                    |
| 2167 | <b>Sub-Groups</b> | <p>Pete had circulated the Terms of Reference and a Brief Description of the revised Sub-Groups prior to the meeting.</p> <p>Pete suggested that he speak to the lead/chair of each group and talk them through the Terms of Reference and Description. Fuller aims and objectives were required for each group and what each group was about. Some groups were already in existence (eg Health and Safety).</p> <p>Steve McKew said, as Chair of the Mission Support Group, that he would like to hear from anyone who was interested in being part of that group.</p> <p>A member of the PCC commented that the Fundraising Group's name should be amended to Giving and Fundraising. Pete confirmed that it would be called the Funding Group.</p> <p>Pete said he was not sure how to go about recruiting people from outside the PCC to join the groups. It was suggested that a "big bang" was needed to launch the initiative. It was felt that joining the groups would help people to feel part of the church family and help them to link the "boring structural stuff" to opportunities. It was proposed that a couple of the older youth be persuaded to sit on the Mission Support Group.</p> <p>Pete told the meeting that some young people would be attending the March PCC so they could experience a PCC meeting.</p> <p>It was suggested that each group needed a plan of action and clarity regarding what was expected of them.</p> <p>Pete said that he would put something out to the congregation at Easter time and will be proactive in approaching members of the church family to join the groups. It was suggested that</p> | <p>Leaders of groups to be approached.</p> <p>"Big bang" to be launched to congregation to find new members of groups and individual church members of church family to be approached about joining groups.</p> | <p>Pete</p> <p>Pete</p> |



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|      |                       | <p>the APCM might be a good event at which to promote membership.</p> <p>Andy Thorne joined the meeting.</p>   |   |                 |
| 2168 | <b>Survey</b>         | <p>Ruth McKew and Rob Kophamel had organised a survey of the church members regarding their participation in church services etc over the lockdown period. Pete had circulated a report showing the results of the survey just before the meeting and he asked the PCC members to look at it so that it could be discussed more fully at the next PCC meeting.</p> <p>He said that he had been encouraged at the results showing the number of devices streaming the services as there were likely to be more than one person viewing per each device.</p> <p>He said that having the services online had the benefit of anyone being able to access them. A lady had contacted the church office having watched the online service where Pete had preached about the wedding at Cana. She had since said she was keen to get involved in the life of the church and had been to a stream group and had had a pastoral walk with Pete.</p>   | Report to be looked at for next meeting | PCC members     |
| 2169 | <b>Vicar's Report</b> | <p><b>Covid-19:</b> Pete said that at the last meeting it had been decided not to hold any services in person due to the pandemic. Pete asked if members of the meeting were still happy with that decision.</p> <p>There was a brief discussion and the following comments were made:</p> <ul style="list-style-type: none"> <li>• It was suggested that from April 12<sup>th</sup>, when pubs and restaurants could be open outdoors, Mossy Church could resume.</li> <li>• It was suggested that there was a service held on Easter Day outdoors.</li> <li>• It was urged that our duty to the Parish be considered and the church return to holding in person services as soon as possible.</li> <li>• The duty of care to those involved in the services was reiterated as not everyone was yet vaccinated. It was suggested that it would be foolish to hold a service at this stage when we are so close to a position where the majority of people had been vaccinated.</li> </ul> |   |                 |



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|     |      | <ul style="list-style-type: none"> <li>• Thanks were again expressed to all those who had been involved with the live streaming.</li> </ul> <p>It was proposed by Gill Miller that services would remain as they were for the moment but that the situation would be reviewed at each PCC meeting. It was seconded by Steve McKew and agreed by all present.</p> <p>It was agreed by Pete and the PCC Members jointly that they authorise dispensing with the reading of Morning and Evening Prayer as required by Canon B 11 and the celebration of the Holy Communion as required by Canon B 14 on the following occasions: services held on 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup>, 31<sup>st</sup> January, 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> 28<sup>th</sup> February and 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup> March. The reason for the dispensation is that in the light of the Government's guidance on preventing the spread of Coronavirus, there is no church in the benefice which can be used safely for public worship on those occasions.</p> <p>Pete reminded members of the meeting that they all needed to express their love and hold each other in prayer whilst we continue to cope with the difficult situation caused by the pandemic.</p> <p><b>Curate:</b> Pete had been approached by the DDO who were responsible for placing curates and had been asked if he would be prepared to take a curate who was a self-supporting minister. There would be no financial commitment for St Michael's and the curate would work part time amounting to one day a week and each Sunday. Pete had already spoken to the Standing Committee about it and had replied to the DDO that he would be happy in principle to take the curate provided that it would not affect Sarah Batchelor should she decide she wanted to do her curacy with St Michael's. The DDO confirmed that it would not affect Sarah.</p> <p>Pete had, therefore, agreed to take the curate on. His name is Chris Jones and is 57 and married. Pete's role would be to train him and he would involve him in some services and in baptisms, marriages and funerals. His long-term ambition was to be a police chaplain and he would be with St Michael's for 3 years starting on 4<sup>th</sup> July this year.</p> |               |                 |



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|      |                     | <p><b>Bishop Keith:</b> Pete said that the church had made a donation for Bishop Keith's retirement and given members of the church family the opportunity to contribute.</p> <p>Pete said that we were very grateful to Bishop Keith and appreciated the support he had given St Michael's over some difficult years.</p> <p><b>House Party:</b> Pete said that the donation (as agreed at the last PCC meeting) had been given to Cloverley Hall and they were very touched by it.</p> <p>It had been agreed that there would be a virtual House Party this year which would take place in May, June, July or August. It might take place on Zoom or outside or a mix of both. Pete was advised that there were events going on for New Wine and Word Alive during those months. He asked if he could be notified of the dates of those events so the House Party did not clash. He asked for anyone who wanted to be involved in the House Party to contact him and he would put together a group to organise it.</p> | Dates of New Wine and Word Alive to be notified to Pete | Anne de R/Phil R |
| 2170 | <b>AOB</b>          | Pete was thanked for the communion service he had conducted the previous Sunday and asked if there would be a communion service on Easter Sunday. Pete confirmed that there would be.  |   |                  |
|      | <b>Prayer</b>       | The meeting closed with saying the Grace.  |   |                  |
|      | <b>Next Meeting</b> | PCC on Monday, 15 <sup>th</sup> March 2021 at 8.00pm via Zoom.   |   |                  |

