

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

Minutes of the meeting held on Monday 24<sup>th</sup> May 2021 via Zoom

|                |                     |  |
|----------------|---------------------|--|
| <b>Present</b> | Peter Rugen (Chair) | Anne Stockdale                         |
|                | Steve McKew         | Sarah Batchelor                        |
|                | David Blackmore     | Fiona Prichard (Secretary)             |
|                | John Allan          |  |
|                | Martin Smith        |  |
|                | Steve Powell        |  |
|                | Ali Gibbons         |  |
|                | Peter Webster       |  |
|                | Anne de Reybekill   |  |
|                | Phil Roberts        |  |
|                | John Stockdale      | <b>Apologies</b>                       |
|                | Peter Caldwell      | Magdy Fahmy                            |
|                | Stu Davies          | Andy Thorne (joined meeting at 9.11pm) |
|                | Andrew Evans        | Ruth McKew                             |

| Ref | Item   | Notes   | Action (what) | Who and by when |
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|     | <b>Welcome and Prayer</b>                        | Pete welcomed everyone to the meeting. Sarah Batchelor read from Luke Chapter 9, Verses 18-27 and afterwards spoke about obedience to God and the fulfilment and joy that taking up the Cross would bring. She reminded members of the meeting that they were not on their own as the Holy Spirit was present.  |               |                 |
|     | <b>Minutes from March and April PCC Meetings</b> | <p>Pete asked members of the meeting if there were any amendments required to the minutes for March. No revisions were requested and so approval of the minutes was proposed by Anne de Reybekill and seconded by Phil Roberts. The minutes were approved by all present.</p> <p>Pete then asked members of the meeting if there were any amendments required to the minutes for April. No revisions were requested and so approval of the minutes was proposed by Stu Davies and seconded by Phil Roberts. The minutes were approved by all present.</p> |               |                 |
|     | <b>Matters Arising</b>                           | It was pointed out by a member of the meeting that under item 2174 of the March minutes it had been proposed that the format of the APCM and the supporting documentation be discussed at the May PCC Meeting but the item was not on the   |               |                 |



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|      |                       | Agenda. Pete suggested that this matter was revisited at the end of the meeting under AOB.   |               |                 |
| 2181 | <b>Finance Update</b> | <p>Phil Roberts had circulated a Finance Report before the meeting. He explained that, as set out in the Report, the Café income figures were still only an estimate. The turnover for the last few weeks had been £400 for one week, £300 for the next and £500 for the next. He had no idea when or if customer numbers would reach their pre-Covid levels. However, a grant of £8000 had been received the previous Wednesday which would keep income up to where it had been before the pandemic. This additional grant meant that a total of £13k had been received in grants for the Café this year.</p> <p>Phil went on to say that he was concerned that church giving was still not increasing. The church was currently £3k worse off than he had estimated which would result in a £10k shortfall in church income. Phil reminded members of the meeting that this deficit would need to be addressed as this shortfall would increase to £20k next year once the cost of both youth workers had been met.</p> <p>Phil was asked what the grant had been given for and he said that it was a Restart Grant. Pete congratulated Phil on obtaining the grant.</p> <p>Pete said that the Church's income was an issue and that the Funding Group had been set up to address the matter. He went on to say that prudence needed to be balanced with trust in God in the work we do. He said that he found it strange at the present time communicating with the congregation as people were wearing masks and so it was not possible to gauge their response. Pete added that he hoped that when things returned to normal more could be said from the pulpit.</p> <p>Phil suggested that the Church of England had a reputation for always asking for money. He had spoken to a new member of St Michael's who said that most churches talk about their finances and they had expressed surprise that the finances are not referred to on the St Michael's Notice Sheet. Phil suggested that the congregation could be given reports on a regular basis regarding the finances. However, a member of the Funding Group said that this would be something which would be discussed by the Group who were meeting soon and that once</p> |               |                 |



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|      |                            | the meeting had taken place the options would be put before the PCC.   |   |                 |
| 2182 | <b>Small Groups Update</b> | <p>Pete said that many of the groups were now meeting. The Funding Group, as mentioned above, had arranged a meeting. Ali Gibbons and Sas had had a meeting with the Outreach and Evangelism Group. Steve McKew said that he had had a meeting with the Mission Group and intended to have another meeting. At the first meeting there had been a review of where the group was up to and how it functioned. Strategy and planning for next year would be discussed at their next meeting. He added that Rob was currently looking for a couple of people from the youth group to join the Mission Group after the summer holidays. Steve suggested that a longer session be planned for the PCC Meeting after the summer so that he could report more fully on the Mission Group. He requested that this item be added to the Agenda for the September meeting.</p> <p>Pete thanked Steve for his update. He added that Stephen was hopefully going to preach on 20<sup>th</sup> June.</p>  | Mission Group Update be added to the Agenda for September | Fiona           |
| 2183 | <b>Marketing</b>           | <p><b>Advertising in Notice Sheet:</b> Pete explained that last summer there had been an advertisement for a Classroom Assistant at the Firs School on the Notice Sheet but someone had queried whether it was fair for the Firs to be able to advertise in this way, and if so, whether all local schools should be able to advertise on it. Subsequently, a local person had asked if they could advertise their ironing business on the Notice Sheet but Pete had said that he needed to consult with the PCC before deciding.</p> <p>A discussion ensued and the following views were amongst those expressed:</p> <ul style="list-style-type: none"> <li>• There was no harm in it and it was supporting the local community;</li> <li>• A charge could be made if there were a significant number of ads requested;</li> <li>• If there were a lot of advert requests a policy would be needed;</li> <li>• Caution was urged as reputational damage could be a problem and a vetting procedure would be required;</li> <li>• It was suggested that the purpose of the Notice Sheet needed to be decided upon and whether ads would fit with that purpose;</li> </ul> |   |                 |



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|     |      | <ul style="list-style-type: none"> <li>• The magazine could be used for ads instead of the Notice Sheet and a charge could be made;</li> <li>• The implication of accepting ads needed to be looked at (eg the time it would take for the advertisement to be added to the News Sheet or Magazine);</li> <li>• The Café could be used for advertisements and the ads could be shown on the Café TV screen and/or Face Book page;</li> <li>• Clear guidelines would be needed as there could be legal problems if we said “yes” to some and “no” to others although this would only be an issue if a charge was made for advertising;</li> <li>• Services were already advertised in the Church Directory.</li> </ul> <p>Pete said that, with regard to the Firs, it was a grey area as it had been established as a Christian school and so he questioned whether it would come under the same remit as a Link Up Church. However, the comment was made that it was a business and not a charity.</p> <p>Pete concluded the discussion by saying that we should continue to include items on the Notice Sheet which relate to the life of the church and offer Face Book for advertising.</p> <p><b>Notice Board:</b> Pete said he proposed to replace the existing Notice Board outside the church (which was tatty and leaking) and shared his screen so that he could show a mocked-up notice board. He had obtained a quote of £345 for purchasing a notice board in the style of the one shown which would be made out of the same materials as a motorway sign was made. Pete said he had checked with Clive Jones, whose brother had made the original notice board, and Clive had said that he did not have a problem with the notice board being replaced. Pete invited comments and the following views were expressed:</p> <ul style="list-style-type: none"> <li>• Pete was urged to replace it as soon as possible;</li> <li>• The mocked-up sign had some information on it which could change in time (eg times of services/vicar’s name) and it was suggested that the sign be as generic as possible with the name of the church, welcome, the church website address,</li> </ul> |               |                 |



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|     |      | <p>telephone number and the logo. Further details could be displayed on the Notice Board outside the office.</p> <ul style="list-style-type: none"> <li>Pete confirmed that the price did not include erection but that he could easily do this with the help of church members.</li> </ul> <p>Pete concluded the discussion by saying that he would obtain a further quote but confirmed with members of the meeting that they were happy in principle for him to replace the existing Notice Board. He said he would speak to Ruth McKew about the format of what would appear on the new Notice Board and he would send a template round for members of the PCC to approve.</p> <p><b>Magazine:</b> Pete explained that publication of the magazine had been postponed during the Covid crisis. He shared his screen to show a document which David Blackmore had produced regarding the purpose of the magazine, electronic distribution, the cost implications, the missional role of the magazine, the current position and the future of the magazine. Pete asked members of the meeting for their comments on the magazine and a discussion ensued. The following views were expressed:</p> <ul style="list-style-type: none"> <li>The magazine informs people about other church members;</li> <li>It is a magazine for the church members and so it was questioned whether it was right to make a charge for it and whether the information contained in it would be better incorporated into the News Sheet;</li> <li>It was queried whether it should be a magazine for the Parish and aimed less at church members;</li> <li>It was pointed out that a large percentage of the church members do not live in the Parish;</li> <li>The magazine is good for people new to the church.</li> <li>The Life and Faith section is a very popular part of the magazine and had been useful recently when a church member had passed away and Pete was able to look at the article which had been produced about her some time ago and find out more about her life;</li> <li>The photo record the magazine provides is worth keeping;</li> </ul> | <p>Further quote to be obtained/Pete to speak to Ruth McKew and template to be produced for PCC approval</p> | <p>Pete</p>     |



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|      |                        | <ul style="list-style-type: none"> <li>• The magazine contains a Diocesan input which is not available in other forms;</li> <li>• The magazine provides information which can be archived as a record of church life.</li> <li>• The main purpose of the magazine needs to be decided upon and who the magazine is for. There were seven points listed on the document but this was too many;</li> <li>• The magazine could be used for outreach.</li> </ul> <p>Pete concluded the discussion by saying that he would send the document regarding the magazine round to PCC members. He would also ask the Outreach and Evangelism Group for their input and whether the magazine was useful for sharing with the community. He added that if the magazine was for church members only then the information could be included in the Notice Sheet.</p>  | Magazine document to be circulated to PCC Members | Pete/<br>Fiona  |
| 2184 | <b>Summer Services</b> | <p>Pete said that Rob would be off on paternity leave for the first two weeks of August but Pete was proposing that Rob should have the whole month off as he had had to work so hard during the Covid crisis. Pete was proposing that for August the following should happen:</p> <ul style="list-style-type: none"> <li>• The 10.00 am services on line would be pre-recorded;</li> <li>• At 12.00 pm each Sunday during August there would be a bring your own picnic which would take place either in the garden or in the hall. There would be a small act of worship during the picnic and possibly the chance to sing if regulations permitted.</li> </ul> <p>Pete said that he wanted to give the chance to the sound and projection team and all the other people who are regularly involved in putting on the services to have a rest and some time off. He invited a response from the members of the PCC and the following comments were made:</p> <ul style="list-style-type: none"> <li>• It was asked whether the music on the recorded services would be all from the internet but Pete said it would be a mixture of the music group and the internet;</li> <li>• It was suggested that the people running the services had been under a great deal of pressure and it was good to give them some time off;</li> </ul> |   |                 |



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|      |               | <ul style="list-style-type: none"> <li>• It was suggested that we should communicate with the community about what we are doing over August so that there is not a perception that Christianity has gone on holiday for the month;</li> <li>• It was queried whether services needed to be continued on line as the church is now meeting in person again. However, it was argued that the online service is a great outreach and there are a number of people who do not yet feel comfortable about returning to church;</li> <li>• It was queried whether, as the sermons were to be pre-recorded, whether they would still be relevant by the time they were broadcast. Pete said that should events occur which needed to be responded to immediately, he could step in and replace the pre-recorded service with an in-person response.</li> <li>• A member of the Sound and Vision Team said that volunteers were urgently needed to help with services and requested that an appeal be launched immediately.</li> </ul> <p>Pete concluded the discussion by saying that he would make sure that a request was put on the Notice Sheet for volunteers and he asked that if PCC Members could help then they volunteer or if they know of anyone who would be well suited to doing a job that they let him know so that he could ask the person concerned.</p> <p>Pete proposed that the model he had suggested with the 10.00 am online service followed by a 12.00 pm picnic be accepted for the month of August. The proposal was seconded by Steve McKew. Nine people were for the proposal and four were against it, so the motion was carried.</p> | Notice asking for Volunteers to go on Notice Sheet            | Pete            |
| 2185 | <b>Intern</b> | Pete said that he was happy to reveal that the Intern appointed was Nathanael Ball. He would be starting in September and a working agreement and job description had been drawn up which would be sent round to the PCC Members. Pete said that Nathanael was very excited about the opportunity and it would be great to have him on the team. A member of the meeting queried whether he would be linked to the Light Project as previous volunteers had been but Pete confirmed that  | Job Description and Agreement to be circulated to PCC Members | Pete            |



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|      |                     | Nathanael would instead be linked to the North West Partnership with whom Rob had been affiliated to for the last three years. Nathanael will be working with the North West Partnership for one day a week and will also be connecting with the youth of other Link Up churches.   |  |                 |
| 2186 | <b>Curate</b>       | Pete confirmed that Chris Jones, the new Self-Supporting Curate would be ordained on 4 <sup>th</sup> July. There would be some tickets available and Pete would issue an update on this when possible. Pete said that, as Chris would be self-supporting, his availability would be limited as he would be working full time as a landscape gardener. He would be working as a Curate for one day during the week and every Sunday. Pete said that Chris would be involved with developing a relationship with Kingswood and also the local Constabulary and would be leading some services on Sundays. He may also lead a mid-week house group and get involved with anything else he might do as a normal church member.  |  |                 |
| 2187 | <b>Covid Update</b> | Steve McKew said that the situation was still unclear as we were awaiting the update from the Government regarding whether further relaxation of the regulations could occur on 21 <sup>st</sup> June. He said that at the hospital a surge of Covid cases was being anticipated in the Autumn but it was not possible to predict how serious any rise in cases might be either in severity or numbers.   |  |                 |
| 2188 | <b>AOB</b>          | <p><b>Church Doors:</b> Steve Powell said that the double doors at either side of the church were in need of urgent attention. Peter Webster had obtained a quote of £2k each but other quotes would be obtained. Steve said that he just wanted to alert the members of the PCC to the kind of cost it was going to be. He explained that a repair might be possible on one set of doors but with regard to the other set, the problem was structural and so needed a replacement.</p> <p>Peter Webster said that he was also obtaining quotes for a heat pump and solar panels.</p> <p>Pete said that with regard to the review of the APCM and supporting documentation, he proposed that this be added to the Agenda of another meeting and discussed at a later date as it was not urgent.</p> | APCM/ documentation review to be added to Agenda | Fiona           |
|      | <b>Prayer</b>       | The meeting closed with saying the Grace.   |  |                 |



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|     | <b>Next Meeting</b> | PCC Meeting on Monday, 28 <sup>th</sup> June 2021 at 8.00 pm via Zoom |               |                 |

