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

Minutes of the meeting held on Tuesday 19th November 2024, at the Kings Way Cafe, at 8pm.

Present	*Jennie Prince (chair)*		***Apologies***	*Anne Stockdale*
	Yasmin Mattison			*Andrew Evans*
	Steve Powell			*John Stockdale*
	Peter Webster			*Steve Mckew*
	Ali Gibbons			
	Andy Thorne			
	Ben Toan			
	Anne de Reybekill			
	Jess Coates			
	Derek Taylor			
	Ruth Mckew			
	Bec Benson			
	Matt Hilsden			

Ref	Item	Notes	Action (req'd)	Who and by when
	Welcome & Prayer	Jennie welcomed everyone and started by praying for us and the meeting, she shared a reading from Colossians Chapter 3 about forgiveness and unity.		
	Minutes from previous meeting	October's minutes were discussed and approved by all PCC members. Derek proposed and Anne de R seconded.		
	Matters Arising	-Course-Fiona is doing, but Lynn unable to, Andy T to cost and liaise Phil. -IT-report from Andrew E offering some options for updating our IT storage and security. Option 3 that Andrew suggested was voted in by PCC, which is to use Microsoft with a new domain name. -Security-meeting between Ben and Andy regarding external doors and security. They offered the PCC four options. Option 1 someone mans the door, option 2 remote opening for the door, option 3 all internal doors are locked and option 4 a doorbell with camera and monitor situated on side door. PCC felt option 4 was the best option and discussed where the bell monitor etc could be mounted. It was felt in the hallway at top of stairs was best to allow to hear the noise and it be close to. Discussed different users of the building, especially the little tykes who could use the current doorbell. This is to be discuss with Fiona to see if the current bell is sufficient or if needs a monitor bell on the front door. Costing under £200.	Andy T Andrew E Ben and Andy T	

		-Insurance-Peter has read the document and wishes to discuss it with John ready for the January agenda.		
2476	**Safeguarding**	Jennie shared Anne S's report, a few outstanding safeguarding trainings and some extra training for CYSG. Her work around DASH continues. Jennie shared an experience from another church around a WhatsApp within a toddler group and a safeguarding issue. Within WhatsApp community groups can be used, Fiona and Lynn will start to use these over the next few weeks. Tom E will be looking into the current church WhatsApp group and how we move forward with these.		
2477	**CYSG**	Ruth McK shared the current issues within youth work with regards to leaders and age boundaries, and the process they have followed. Anne S asked to remind PCC that ages within groups have safeguarding implications. Two leaders of Friday night, Sunday morning and Sunday night have now resigned due to discussions over age boundaries within the youth groups. Suggestion that CYSG and the leaders meet with the youth to try to heal and resolve, it was felt that we needed to wait a few weeks to allow people to have time to consider. Members of PCC felt the youth are hurt and confused and need to be involved in where youth go, and certain things need to be explained to them. Youth need to understand that they are at the centre of it and explanations that adults have made mistakes and not got things right need to be made. Anne de R suggested prayers for unity. PCC expressed their gratitude to the youth leaders and discussed how we can formally thank them. Sunday night youth will be run by Ruth Mck and Ali G going forward, suggestions that a discussion with the youth could take part this Sunday evening. More leaders and helpers will be required. Plans to involve preachers from the main service to share with the young people. Over the past year the age boundaries of Sunday night youth group had become blurred and been extended beyond those published on occasions. This was noted by CYSG and carefully considered as there had been no official decision made to extend ages. There were conversations and meetings with the youth leaders and young people concerned (* a full report of these discussions has been		

		removed for confidential reasons and is available for those wishing to read)		
2478	**Finance**	Report from Phil the treasurer. Bank accounts need a number of signatories. It was agreed that signatories should be the same for both accounts, and that signatories should also be able to authorise electronic payments (other than the bookkeeper who sets up electronic payments ready for authorisation). Currently lists of signatories are different and include people not currently on PCC. To be changed to: bookkeeper, treasurer, wardens, and 2 others. Bec Benson and Ben Toan agreed to be the additional two signatories/approvers. Phil is no longer a member of PCC so a suggestion of a brief financial minutes to be sent to Phil asap after PCC meetings. Questions raised over whether the treasurer should be on the PCC to improve communication and working, to be discussed further in the next meeting. PCC have supported Simeon's trust in the financially in the past, Phil suggested some options of how we could continue this support going forward-option b was voted on to offer a one-off payment. A thank you letter to be written by Anna and Jennie for the gift. Discussion around figures and the deficit, PCC felt that the treasurers' reports are too complicated and could they be simplified. Staff will be getting back to Phil regarding their budgets. Online giving machine has been set up, trial period of four weeks. The machine can take money for different causes such as Tearfund appeal and church ministry. Discussion about where the donation station is to be kept and where is the right location. Andrew E thanked for his announcement on Sunday linking it to regular giving. Standing committee proposed we request a short financial report for each PCC meeting and a longer one each quarter, Anna to discuss with Phil. Proposal for a financial committee who look at spending and budgets, standing committee to write an outline of what this looks like and how often they meet etc. Jennie has found some issues regarding Dave Hollins' holiday pay and contract, Jennie proposed we pay him all outstanding holiday pay. Dave also has overtime that has never been paid and is documented on a time sheet. John S and	Anna Anna Standing committee Yasmin and John S Yasmin	

		Yasmin to liaise with Dave to find a solution and to report back to PCC by e mail rather than waiting till January meeting. Going forward Dave will be required to have a new contract for his 14 hours and his holiday pay, all overtime to go through Standing committee.		
2479	**Comm’s report**	Tom has been enrolled for 6 weeks and has had two meetings with Comm’s committee and Jennie. He has been looking through the website and the welcome pack, proposal to use a QR code as well as a physical pack. Bec would appreciate feedback on its content before the next meeting. Tom has been exploring church suite, he requires a work laptop to fit into data protection and safeguarding. Bec to liaise with Dave and Stu regarding purchase of this. Comm’s committee will continue to meet with him regularly.	Feedback for welcome pack to Bec	
2480	**Date of APCM**	Proposal of April 27th, with a church service at 10am followed by coffee, APCM and bring and share lunch.		
2481	**Vicars report**	Discussion regarding policies and where they are and where they will be stored.		
2482	**AOB**	-Café-Jess proposing a café committee to support Ruth, PCC agreed -Tait proposal-standing committee to discuss -Deanery synod-Anne and Anna to liaise		
		The meeting concluded with a prayer.		
	Next Meeting	Wednesday 22nd January 2025, 8pm, at the Kings Way Café.		