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

Minutes of the Meeting held on Wednesday 22nd January 2025 at Kingsway Café at 8pm

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

Ref	**Item**	**Notes**	**Action**	**Who and by when**
	Welcome and prayer	Jennie welcomed everyone and started by sharing Psalm 105 reminding us to seek the Lord and his strength, she prayed for PCC and the meeting.		
	Minutes from previous meeting	November minutes were discussed and approved by all PCC members, proposed by Jennie and seconded by all. Discussion about minutes and their purpose, PCC agreed to remove a section which will remain confidential.		
	Matters Arising	-IT-Andrew has now received the password details he needed to progress. -Security-feedback from members of staff has been received. Awaiting feedback from other users of the building. -Insurance-Peter has read through the policy and discussed it with John S and Phil, the clause about the kitchens in the two rented properties being	IT update Security update	Next meeting Andrew Next meeting Ben and Andy

		commercial has been removed. The over 80-year rule can't be revoked, discussion about consideration of activities which over 80's carry out for the church. -CYSG-Sunday night youth continue in a positive way, preachers have come and spoken to the youth, as well as some new leaders, PCC thanked all involved. -Giving machine-it will be £300 to buy. PCC feel positive about the trial, vote taken. Voted 13 for, 1 abstain and 0 against. -HR and pay-Yas has been looking into staff contracts, she explained to PCC the work she has done and there is still work complete. -Comms-Tom shared what he has been doing, there has been feedback from PCC about the welcome pack. -APCM date-falls after Chester Easter hols, but not Wirral, in future both dates need checking. -Café-Ruth has sent an e mail outlining her frustration and the lack of volunteers. Jess proposed a committee to offer support and apply for grants etc. Jess asked for an idea of what the committee should look like-number of people, when etc. Discussion about whether there are people who can volunteer and if there aren't how do we go forward. Jess suggested the screen could be useful to ask for help and advertise things within the church. Do we need to have some other paid roles within the café to support Ruth. Jess will start considering the committee.	Giving machine Completing contracts Formation of café committee	Andrew and Jess Yas and Jennie

				Jess
2501	Safeguarding	Jennie read Anne S report, there is some training outstanding. She thanked Ben T for his work on church suite and her work on Dashboard continues. Job descriptions for youth leaders and volunteers are being compiled.	Job descriptions	CYSG
2502	Covid	PCC discussed Jackie and Nigel Tait's proposal for making St Michael's Covid safe. PCC discussed what options could be looked at, air filtration, separate cups at communion, face masks etc and how much this might cost. Are other churches looking at this? PCC felt that knowing what the options were would be useful. Jennie will discuss further with Jackie and Nigel.	Meeting Jackie and Nigel	Jennie
2503	Finance report and budget	Jennie shared Phil's January budget report. Discussion over signatories and who can sign/authorise them, this needs to be clarified with Phil. PCC discussed the figures and graphs that Phil had reported and that giving has gone down. QR codes discussed for giving, and how to make it easier for new members to give, and to find the giving box. Sas applied for grants while youth worker but never used, these grants are now for the church to use as they wish. Proposal that the money is used to cover costs for the recruitment of a youth worker in 2023. Proposed by John S, seconded by Ali. Phil's report recommended the following for salary increases from 1st April: Real Living Wage staff moved onto the current RLW All other staff to get a 3% increase, in line with the diocesan increase. This was approved by the PCC. It was noted that in future more consideration should be given to the level of annual increase for		

		non-RLW salaries rather than simply match the diocesan value: in recent years increases have been lower than the RLW increase, and so differentials are being eroded. Fabric budget from Steve P- positive response from PCC, advice to be sought from diocese regarding work and grants. The youth and children work budget will come in about £1000 above due to new figures that John S received today. Meet and eat will come under budget. PCC noted the point about Café prices not being able to be increased, due to tax, needs reviewing by café committee once set up. Budget proposed by Ben, seconded by Steve Mc, voted by all, subject to changes. Members of PCC reminded each other that our church is very blessed and that the budget often feels negative, but the money continues to be available.		
2504	Governance	Jennie started a discussion about committees within St Michael's and our storage of documents, policies etc. -CYSG are working effectively. -Finance committee doesn't meet regularly anymore; can it be part of fundraising committee? It needs more people -Comms committee ok. -Health and safety committee runs ok and efficiently with two members. COSH included in this. -Fabric and buildings committee ok -Mission committee runs ok -Safeguarding-Jennie and Ben added to join Anne S and Steve McK -Pastoral-on the list but more of a team than a committee -Standing committee-there will be changes at APCM. Do their		

		meetings need minuting, Anna happy to assist here. -HR-Yas and Jennie -Café committee-Jess keen to set up and has ideas of people to approach. -Fundraising committee-needs a member of PCC to head up. -Evangelism committee-on hold at present, café etc needs concentrating on. Suggestion that overlaps with Fiona's role. Andrew E has a timetable for which committee reports on which month which he will pass on. Jennie asked if each committee has a policy? Jenny does GDPR for the church and is also electoral roll officer. Minutes are kept in a cupboard in the office, discussion on how long we keep minutes. Risk assessments go to Rod. Pre-school records stored, how long do we need to keep, Ali to investigate. John S asked about safeguarding rules about guest speakers.	Send Anna timetable How long minutes are kept	Andrew Ali Next meeting
2505	APCM	Jennie and Anna have met and discussed plans. Members of PCC will need to compile reports. Steve P is stepping down as church warden.	Planning continues	Anna and Jennie
2506	Vicars report	Jennie thanked all those who helped at Christmas with services and behind the scenes.		
2507	Wardens report	Steve P mentioned Chris Jones induction which was a few weeks ago. John S thanked everyone for their input into services.		
2508	AOB	-Andy T-reported incidences of negativity within the church, PCC felt these were not values we want to encourage, and that as members of PCC and the church we need to gentle remind each other of our values. -Lynn and Dave have both handed in their notice, wishing to retire. Standing committee wish		

		to discuss these roles and the way forward, this may need to be discussed before the next meeting. Jennie and John S will take on the role of leaving interviews. Jennie has been contacted by Blacon church to discuss a joint bookkeeper role.	Book Keeping role	Standing committee asap
		-The meeting concluded with a prayer		
	Next Meeting	25th February 2025, 8pm, at the Kings Way Café.		