

Treasurer

Mr Derek Harbottle, 31 Green Street,
Brockworth, GL3 4LU

Parish Priest

Rev. Mike Smith, The Vicarage
Court Road, Brockworth, GL3 4ET

Secretary Elaine Marsh

Minutes of the PCC meeting held Monday 20th January 2025 7pm - Church Centre

In Attendance:

Pat Hartwell (Chair) , Derek Harbottle (Treasurer), Liz Ashenden, Ally Morgan, Linda Vogwell, John Mayne, Sarah Smith, Claire Otter, Rachel Green, Dave Hopkins, Liz Hopkins, Tom Poulton, Elaine Marsh (13)

1 - The meeting opened with prayer

2 - Apologies: Mike Smith (Louisa absent)

3 - Approval of minutes from PCC Monday 18th November 2024:

Minutes approved: Proposed - John Mayne, Seconded - Sarah Smith

4 - Actions/Ongoing Projects and Events:

Rachel Green starts as our new administrator 10/02/25: Rachel congratulated. Her hours of 16 per week approved and new office opening hours of 9.30-11.30 Monday, Thursday and Friday (3 days) proposed and approved 1) Liz Ashenden 2) Linda Vogwell.

10:10 Circle Grant application - ongoing.

Organ Servicing - Liz Ashenden has received a quote for £375 including travel time, but if we try to do the service at the same time as another local church, we will save around £100 - Liz had agreed to wait, all in favour.. **ACTION: Liz to follow up at some point.**

Christmas Review - Linda V is doing the Mission Figures at the moment, overall we did well.

ACTION: Linda to send figures to Elaine for sending out to the PCC.

Charity Status Update - with Tom Poulton. **ACTION: Tom to do.**

5 – Finance:

3 documents issued prior to meeting:

- 1 PCC Preparation for parish share conversation
- 2 New Parish Share Model Deanery Consultation
- 3 Timetable for Parish New Parish Share Model Deanery Share 2026

Looked at no 2, then no 1, due to submission timings.

New Parish Share Model Deanery Consultation - ACTION: Submit end of January

Discussions were had re this, like council tax, current values etc, what band should we be in. Pat asked what decisions need to be made tonight? Meeting with Clergy and Layleaders as agreed with PCC, Outline comments (re no 2) to go off at the end of January.

ACTION: Following comments to be submitted -

- 1 How do we go from Current committed PSH to new if it is a significant increase - Payment plan?
- 2 After 3 years, how are we reassessed?
- 3 It appears that this will be fairer, but if not can we challenge it?
- 4 It is aspirational - we hope & pray, but can't predict.

Other notes - what is our priority? Parish Share or Foodbank if we suddenly have more money?
Total income/demographic won't change drastically.

PCC Preparation for Parish Share Conversation - ACTION Submit before end of February

DH can deal with Q 1-4. plus part of Q4 is No. of households on electoral roll **ACTION: Rachel to supply this figure**

Q5 We have an aging congregation who can't keep fundraising: any potential to increase income - Gift Aid/Easyfundraising/Hall Hire - **ACTION Tom Poulton to do a sentence for this**

Q6 DH

Q7 DH (realistic rate of inflation 5%).

Q8 We get "Give a Little" via A Church Near You.

Payaz consoles installed in Church/Centre. Martin Yemm has offered to write instructions for machines: Church one is always on, Centre needs turning on. **ACTION: Martin Yemm to be contacted.**

Q9 Usual Sunday Attendance figures **ACTION: Linda to please supply figures**

Q10 Local context & deprivation indices **ACTION: Rachel to prepare**

Q11 What Good News **ACTION: Mike to prepare**

Q12 Any areas of prayer needed for our worshipping community? **Physical and mental health mentioned. ACTION:?**

Standing Committee can review all of the above on the 17th of Feb.

Discussions of ways of getting money/collection plate/Stewardship Sunday (advertise).

Debit Card - only the Treasurer at the moment. Sarah - should be able to get a second card for the office. Derek may have time to find out. **ACTION: Move this item to Standing Committee.**

Parish Giving Scheme - DH explained how it works, DD Scheme for about 20 people at the moment and they deal with the Gift Aid, Diocese cover costs. Can do a one off. An efficient way to give.

LIF - "Request for delegated authority to Rev. Mike Smith" Document circulated prior to PCC Meeting

DH has not seen a final document for this & will not agree until he has seen the final document that was promised last meeting.

Tom explained that Mike wants a discretion of up to £750 - it gives Mike the ability to spend money urgently if/when required.

Lots of questions/input -

When things might be urgent?

Needs to be accounted for.

Should it be £100 not £750? In line with PCC/our purpose.

Start off with defining a figure/much lower?

What can Mike spend with the General Fund compared to LIF? (Responsibility is 2 people)

Dangerous if only 2 people can control this.

Mike to be protected.

Scenarios needed.

Stipulations needed.

Discussion ended with DH confirming nothing to be agreed until the Final Document is produced. Next committee meeting is 29/01/25 - Mike, Tom, Sue Conaty, and Neil Drake. **ACTION: Tom to send to EM for circulation to PCC 29/01/25**

General Fund - We have raised £6,500 in fundraising but need to transfer £5,000 across to reduce the deficit, proposed Derek and seconded by Liz Ashenden, (all in favour). This leaves £17,700 which is 3 months expenditure.

Income comes in chunks - there are always lots of bills Jan and Feb.

Fees down 6 weddings and fewer funerals £2,800 grants received and utilised for PCC sec and admin work. Some of the £4,000 carried forward to pay PCC sec in 2025.

£14,300 lettings, solar panels crept up.

Parish Share: paid as agreed in November.

No accruals. Office small saving as Karen left early December, but paying for admin cover.

Photocopier is more expensive. Hallmaster is £265.

Summary of funds:

General - as above.

Centre Maintenance - detailed sheet done in September, still have £3,390.

Restricted - not much movement: will change heading to LIF.

Tom asked a few questions about the accounts.

NB - PCC needs to approve before APCM 12/05/25.

6 - Living in Love and Faith:

Dates for away day - after APCM? So May or June. **ACTION: TBC**

7 - Buildings & Infrastructure:

Tree - Pat to meet Dean - this was not minuted but happened just after the meeting:

I met our tree man, Dean Vernon, at the Churchyard today to look at the tree which is causing problems for our neighbour at The Court. The tree is in very poor health and needs to be taken down before it falls down. Dean has quoted £270 to come and cut it off at ground level. He will take away some of the sound wood for the woodturning club, but we will need to provide a team of volunteers and wheelbarrows to deal with the rest. This will be a weekday as he does not work

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weekends. **ACTION: Take to Standing/arrange date**

Leased Land - Jem Wakeman priced the job to clear the land at the back of the Church Centre at £960 (PCC agreed 18/11/24). Take from the Centre Maintenance Fund - Proposed Linda seconded John. **ACTION: Liz Ashenden to arrange when the weather is better/Spring.**

Ongoing works - was mentioned that this item is on the agenda without action. EM to see if any of these can be done as part of a maintenance program. It was noted that some things have been done? **ACTION: EM to send the list of ongoing works to PCC to see what has been done.**

7 - Safeguarding: Mike and Liz Hopkins were to have met today but postponed due to illness.

Liz - training updates:

Youthworkers, Mental Health, First Aid. Responding well to Domestic Abuse. Face to face is 3.5 hours or online is 2.5 hours. Don't need to do it for another year or so.

Review has been written about mistakes made within the Church in general, which Liz has read.

Rachel and Sarah to do DBS & training for all.

Liz has been accepted for PCC training.

Liz is giving notice - she will do this role for one more year, and will stop at the 2026 APCM.

Would like to offer a shadowed handover.

8 - Deanery Synod Report: no news.

Liz Ashenden wants to give up as Deanery Rep, and so would like someone to take over. 3 meetings per year. She is happy at the moment.

9 - AOB: Safeguarding - Ally mentioned that a child was given cider as a tombola prize at the Christmas Fair. There is a notice re this and the ladies who do the tombola know not to do this: hoping it is a one off but it will be covered next Fair.

Meeting finished at - 9 pm with the Grace.

Date of Next Meetings:

Standing Committee - 17th February 7pm Church Centre PCC - Monday 17th March 7pm Church Centre.