

**Parochial Church Council Minutes  
10<sup>th</sup> January 2022**

**Electronic Meeting**

Name		Present	Apology	Name		Present	Apology
James Stevenson	JS	X		Wayne Massey	WM	X	
William Bevan	WB	X		Julia O'Shea	JO	X	
Gayle Bryant	GB	X		Claire Pengelley-Scott	CP	X	
Kirstin Dykes	KD	X		Jeremy Peters	JP	X	
Denise Ko	DK	X		Jacki Uren	JU	X	
<b>Staff Team Members Present</b>							
Wendy Massey ♦	WJM			Matti Shannon ♦	MS		
Ann Tizzard ♦	AT						

♦ Non-voting member

1	Governance Discussion	Actions
1.1	<u>Apologies and declarations of interest</u> – Attendance at the meeting as per table above.	
1.2	<u>DBS clearances</u> – new names noted.	
1.3	<u>Minutes of PCC Meetings</u>	
1.3.1	The minutes of the 8 <sup>th</sup> November 2021 –the acceptance of the minutes were proposed by James Stevenson, seconded by Jacki Uren and agreed by the meeting.	
1.3.2	The minutes of the emailed proposal 12 <sup>th</sup> December 2021 – the acceptance of the minutes were proposed by Gayle Bryant, seconded by Jacki Uren and agreed by the meeting.	
1.3.3	The minutes of the emailed proposal 21 <sup>st</sup> December 2021 – the acceptance of the minutes were proposed by Wil Bevan, seconded by Claire Pengelley-Scott and agreed by the meeting	
1.3.4	These minutes to be linked to the B&A website	<b>JO/Office</b>
1.4	<u>Matters Arising</u>	
1.4.1	1.4.1 - Ann Tizzard to write role descriptions for Health & Safety Officer and Assistant Safeguarding Officer.	
1.4.2	1.4.2 – Youth Role job description – Ann Tizzard has checked the wording. Ellen Crane was appointed to the role from 1 <sup>st</sup> January 2022.	
1.4.3	3 – Report on Living in Love and Faith to come to the February meeting.	

1.4.4	1.4.3 – Insurance yet to be checked, to ensure it covers our work with Transforming Lives for Good in schools. Wording still to be checked. Not currently working in any schools.	
1.4.5	3.1 – Office manager / administrator. The appointment has been made of Sarah Yates, a full time role from 24 <sup>th</sup> January 2022.	
1.5	<u>Safeguarding</u>	
1.5.1	DBS checks now last for 3 years (down from 5). This brings us in line with other organisations e.g. NHS. Anyone with DBSs over 3 years will be contacted to renew.	
<b>2</b>	<b>Playbook – Little Churches (LC)</b>	
	More details to come to the February meeting. There are currently many changes ongoing.	
2.1	James Stevenson share some graphs with the meeting. These showed the number of members in each Little Church and the extra members required for each Little Church to thrive and move on.	
2.2	Challenges around <u>Food Pantry LC</u> administrating food. 70% - 80% of food we are delivering is coming from Bristol North Food Bank, who have guaranteed our deliveries. <u>TREAD</u> – significant challenges at present, James Stevenson moving into the LC to help out. <u>Soul Food</u> have really strengthened as a team over the last 9 months.	
2.3	Roughly 85% - 90% of church family in little churches. Less than 5% - 10% of little church members do not come to church	
<b>3</b>	<b>Building Strategy</b>	
3.1	The following documents were circulated before the meeting; <ul style="list-style-type: none"> <li>➤ DAC letter and possible questions</li> <li>➤ Notes from a meeting between Wayne Massey and the Archdeacon</li> </ul>	
3.1.2	The retrospective faculty for B&A Park Site had been refused, reason in the DAC letter. Members gave their thought and questions asked. We need to get a good outcome in an honourable way. There is to be a meeting on 20 <sup>th</sup> January, to visit both the B&A sites, present will be 2 architects, 2 DAC members, James Stevenson, Wayne Massey and Jeremy Peters. After this meeting the DAC secretary will send a detailed document of what has been agreed.  <i>9am Kirstin Dykes left the meeting.</i>	
3.1.3	PCC still committed to a gathering space for 400 people plus 150 break out space. Also a presence on Gloucester Road but not at the expense of the gathering space. The PCC does not have a clear strategy that they can present at this current time.	

3.2	<b>CONFIDENTIAL MINUTE</b>	
<b>4</b>	<b>2022 – The Year Ahead</b>	
	<p>James Stevenson asked each member to complete the same exercise.</p> <p><u>Beginning</u> _____ <u>End</u> _____</p> <p>_____ <u>Middle</u> _____</p> <p>How would be like to see B&amp;A at the end of the year, where we are starting from now and how to get there.</p> <p>Each member gave their ideas and shared them with the meeting. Little Church teams will be doing the same exercise.</p>	
<b>5</b>	<b>For Information</b>	
	The PCC gave staff members a gift at Christmas. The staff team sent their thanks.	
<b>6</b>	<b>Date of Next Meeting</b>	
	7 <sup>th</sup> February 2022, - 7.30 pm venue to be decided.	