

**Parochial Church Council**  
12th September 2022, 7.30pm  
B&A Gloucester Road

Name		Present	Apology	Name		Present	Apology
James Stevenson	JS	✓		Wayne Massey	WM	✓	
Claire Pengelly Scott	CPS	✓		Steve Myerscough	SM	✓	
William Bevan	WB	✓		Jeremy Peters	JP	✓	
Gayle Bryant	GB		✓				
Jane Auld	JA	✓					
Kirsten Dykes	KD	✓					
Michael Hillman	MH		✓				
Staff Team Members Present							
Liz Gaulton ♦	TM			Wendy Massey ♦	WJM		
Matti Shannon ♦	SM			Ellen Crane ♦	AS		
Ann Tizzard ♦	AT			Kate Soar ♦	KS		
Lindsay Davey ♦	LD			Judith Stewart ♦	JthS		
Sarah Yates ♦	SY			Gail Butt ♦	GButt		

♦ Non-voting member

1	Governance Discussion	Action
1.1	<u>Apologies</u> – Attendance sheet signed as per table above.	
1.2	<u>New members/roles</u>  <b>Steve Myerscough was co-opted onto the PCC.</b> <b>Proposed: Jane Auld</b> <b>Seconded: Jeremy Peters</b> <b>Voted unanimously.</b>	
1.3	<u>Approve Previous Minutes</u>  Comments: Building update (section 3) to be made confidential and staff list to be updated [staff list is now updated].  <b>Assuming those amends are made, approval of minutes was proposed.</b>  <b>Proposed: Wil Bevan</b> <b>Seconded: James Stevenson</b> <b>Voted unanimously. (Abstentions: JA and WM)</b>	

<b>2</b>	<b>Safeguarding</b>	
2.1	<p><u>JS provided an update on plans to enable recruitment of those who moved from Hong Kong.</u></p> <p>Making amendments to safer recruitment policy to help recruit people who have lived overseas. This is particularly relevant due to the large number of immigrants from Hong Kong who have recently joined the church. The Chinese government do not provide DBS-equivalent background checks meaning a special process is required. The safeguarding policy has therefore been amended to mitigate against this by asking for three references (not two), and requires that two of these are from their individual's previous country of residence (e.g. Hong Kong), and one is some from B&amp;A who has known them socially for at least six months. They are also still required to have an interview.</p> <p>JS and CPS have discussed this with various organisations with experience recruiting Chinese nationals, including the Bristol Christian Chinese Church and a church in London that has recruited Chinese members of staff.</p> <p>CPS highlighted that DBS is only one element of the safeguarding. The processes are just as key in keeping people safe.</p> <p><b>JS to email PCC updated safeguarding policy to then be agreed over email.</b></p>	<b>JS</b>
<b>3</b>	<b>Finance</b>	
3.1	<p><u>Review accounts to end of August.</u></p> <p>WM highlighted we are advertising for a treasurer. WM and JS to consider bringing back morning offerings. Rental budget already at budgeted annual income, with three months of year remaining. WB suggested that Lyndsay Davey is responsible for creating day-to-day accounts so the treasurer can focus more on strategic spending, which could make the treasurer role more attractive. As spending increases it would be good to have a treasurer to manage this effectively.</p> <p>WM - budget process for 2023 to start soon. Staff costs will be allocated against serving the city.</p> <p>WB - Richards poor funds has a lot of money so needs addressing but figure doesn't seem correct.</p> <p><b>WM to investigate what funds are restricted and how it can be spent.</b></p>	<b>WM</b>
<b>4</b>	<b>Playbook and Little Churches</b>	
4.1	<u>Introduction and explanation of the Playbook priorities for Autumn 2022.</u>	

	<p>JS presented a snapshot from the Welcome Playbook with various aspects of welcome given RAG status.</p> <p>Team also discussed reasons for other items being at amber and red. Youth is a key concern with only three leaders to 40+ youth. James highlighted the hard work that those few people leading youth undertake (arriving early and leaving late) which puts pressure on them.</p> <p>JS, WJM and EC to discuss at meeting on Thursday 15th.</p>	
4.2	<p><u>Update on Little Churches.</u></p> <p>Youth is a concern [outlined above]. Life group has closed due to members (from Hong Kong community) leaving. Life group support has continued. But more people from Hong Kong community have joined and some are joining other little churches which is encouraging for better integration.</p>	
4.3	<p><u>Love Your Neighbour (LYN)</u></p> <p>JS shared a report regarding broadening the activities for Love Your Neighbour into providing larger numbers of meals to a network of 'warm spaces' in Bristol. JP questioned how LYN (providing food) ties in with vision for church and was concerned it could take a large amount of energy and focus without being central to B&amp;A activities. WM highlighted that Harry &amp; Penny Butterfield (who would be employed to cook the meals) started this role by doing Ukraine Hub - a B&amp;A Little Church. LYN is an expansion of that, not a separate, external operation.</p> <p>JA shared that there is a prophetic element to LYN as God has been telling us to demonstrate hospitality.</p> <p>JS highlighted that LYN is currently in scoping phase before going operational.</p> <p>KD raised concern that LYN may take a huge amount of effort that could burn people out. JS highlighted that we can gradually increase effort. He also shared his belief that churches should not just be dispensers of food. As B&amp;A are experienced in doing this kind of ministry, we can help other churches avoid just being dispensers of food and demonstrate how we can build relationships and tell others about God.</p> <p>WM if we do this right it can release others to serve in the church. JS it's not a little church as the plan is only for 6 months currently.</p> <p><b>Proposal to spend [REDACTED] on a Language tutor (Sept - July) and [REDACTED] on Harry &amp; Penny Butterfield (Sept - Feb) and for B&amp;A to launch winter appeal project in October (finances TBC).</b></p>	

	<p><b>Proposed: Wil Bevan</b> <b>Seconded: Clare Pengelly Scotts</b> <b>Voted unanimously.</b></p> <p>JP raised concern about over stretching ourselves at Winter appeal. Winter appeal will be launched earlier this year so we can plan and prepare better.</p> <p><b>JS to report in October or November.</b></p>	<b>JS</b>
<b>5</b>	<b>Building Strategy</b>	
5.1	<p><u>Update on the purchase of the land at 8 Walsingham Road.</u></p> <p>Walsingham Rd - overage agreed. Searches on WR all back. WB estimated that we may complete in two months.</p>	
5.2	<p><u>Update on the project to purchase 279</u></p> <p>Simon P Jones has written a pre-application for planning work to go to Bristol City Council (BCC) to help understand their views on removing pews, adjusting balcony etc. He plans to deliver that to BCC this week.</p> <p>Now that 8WR is progressing, the diocese should be ready to talk to us about 279.</p> <p>JP raised the need to confirm next steps for the Park site soon. JS stated that three churches had already raised an interested int.</p> <p>WB shared that the searches process on 279 has already been initiated.</p> <p><b>PCC proposes to create a '279 Enablement Fund' of 10k (taken from Surplus) to undertake any work on the Gloucester Road site that is required as part of deal to purchase 279.</b></p> <p><b>Proposed: Kirsten Dykes</b> <b>Seconded: Jeremy Peters</b> <b>Voted unanimously.</b></p> <p>279 Team to manage this fund at their discretion.</p>	
<b>6</b>	<b>Risk assessments</b>	
6.1	<p><u>Approval of risk assessments for the coming year.</u></p> <p>JP suggested the PCC do not have sufficient understanding of the various activities covered by the risk assessments to sign off on them. He suggested a better system would be to have an internal audit in place to review the RAs and check they are being applied. The PCC can then sign off on this process.</p>	

	<b>WM to set up internal audit to create a second line of assurance that RAs have been checked and are being applied.</b>	<b>WM</b>
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