**Minutes of the PCC meeting held on Monday 8th June 2020 by Zoom**

**Present:** Tim Fox (Chair), Debbie Caine, Cliff Carrier, Janet Coleman, Charlie George, Camilla Gilmore, Angela Harriss, Maureen Hollins, Ann Jordan, Andrew Little, Wendy Pearce, Ann Shepheard and Hugh Williams

Penny Carrier was in attendance.

**38.20 Welcome**

No apologies were received. Tim welcomed members, especially Wendy and Hugh, and read Psalm 88, a plea for justice.

**39.20 Minutes of PCC meeting held on 11th May 2020**

Having made two minor amendments under **36.20** (Finance), Maureen signed the minutes, on Tim’s behalf, as a true and accurate record of the meeting.

**40.20 Matters arising not on the Agenda**

**i.** **Willow Pre-School**

Following a detailed discussion, the Standing Committee gave the green light to Willow’s return. (minutes attached)

Tim praised God and thanked Ann and Janet for all the work they had done prior to Willow’s reopening, also the four staff who had returned. All had gone very well. Staff, parents and children were all very happy. Ann paid tribute to Janet’s great groundwork preparing parents and children for the return and to Charlie and Andrew for their ongoing support. The parents had been very grateful to Janet for all the explanations she had shared with them. She had included photos of the staff who would be working with their children.

(Camilla suggested that photographs would be a good way of showing changes as we return to church to the congregation.)

**41.20 CYFM**

Penny reported:

* Shine, Infinity and Morning Prayer are continuing as last month.
* It is her hope that five young people could meet, socially distanced, in the weeks ahead in Coleman shelters in the church garden, particularly to include a few who have not been involved in the Zoom calls.
* All the young people are given the chance to be involved in services in whichever way they choose.

Tim expressed his gratitude to Penny on our behalf, for maintaining contact and links with the young people so brilliantly. It is both Penny’s pleasure and privilege to do so.

**ii. Penny’s contract** (Penny and Cliff left the meeting for this item)

The sub group working together consists of Tim, Camilla, Ann and Debbie.

By employing Penny into the future, she will accrue the rights of permanent employees. Fixed timings can be included and redundancy rights will then apply.

Debbie reported that there is £1.5k in the restricted fund and £41.5k in the designated fund. For salary and expenses the cost is £18k per annum. This will see us through to July 2022 leaving a shortfall of two months before the contract runs out. No redundancy costs have been factored in.

Camilla reported that there is a selection of places to apply for funding. All options will be looked at with an early start being made late summer. Tim and Hugh volunteered to help in any way they could. Camilla will ask for help from them and other PCC members when needed.

Penny has enhanced and developed the role hugely with her support of our families whether inside or outside church. Tim and Penny will meet to discuss how her role will evolve, where her priorities lie and what could be shared.

Following this detailed discussion all members approved, in principle, a permanent contract for Penny for two years starting from October 2020 with the intention of extending it for longer, subject to funding.

**42.20 CTWB/Deanery matters**

**i.** **CTWB**

Janet had nothing to report.

**ii. Deanery**

Deanery Chapter had met and was joined by Bishop Paul, who thanked all clergy, offered help and listened.

**43.20 Mission**

**i. Feedback from Zoom meeting 4th June/online worship**

* 40 attended, three by phone
* disappointment that not more had participated by phone since everyone had been contacted
* great appreciation of **all** services
* good cross section of the congregation was represented
* positive feel though the form of return is still unknown
* sense of realism

**Reopening**

* 15th June, awaiting church guidance, Archdeacon Phil’s advice – don’t panic or respond immediately
* Charlie pointed out that there is a document dated 3rd June 2020 from the Church of England giving advice on individual prayer by members of the public in church buildings. This is stated to be for guidance only and considers such things as social distancing, cleaning, whether to have the church open all the time, use of materials, lighting of candles and so forth. Charlie also pointed out that there is an early risk assessment document of 22nd May 2020. We shall monitor whether any further detailed guidance is provided.
* Tim has a Zoom meeting to obtain information on Thursday 11th
* initially private, individual prayer, no public worship
* three hourly openings a week, staffed by two volunteers but not in the morning
* request in tomorrow’s mailer asking a) who will come? b) who will host?
* importance of meeting government guidelines
* continue public worship online
* offer something for children and young people at the same time as adults

It has been very tough, and tiring too, on Tim and his family doing online evening services since lockdown began. He is planning to reduce them to perhaps three each week.

Love Joy Peace begins this Thursday 11th. It may well be more missional than holding online than in church.

**ii. Technical challenges and equipment**

Following on from the technical problems experienced and reported at the last meeting, Tim has bought himself a high spec computer. This has made a massive difference, enabling the live streaming of services on three sites.

**iii. The Big Story**

Trinity was going to see the start of different stories beginning with Abraham, but with the situation with Covid 19, we will continue with the theme of God’s care and love for us.

**iv. Justice and racial equality**

The world is changing around us and as a church community, we are responsible to listen to the voices of victims and challenge a status quo which enables inequality and racism.

**44.20 Safeguarding**

Ann had nothing to report.

Penny’s safeguarding training is due.

**45.20 Finance**

Debbie recapped on the figures to 31st March 2020. Income was about £2,400 above expectation and expenditure was a little less than budgeted, therefore the surplus for the first quarter was just over £1,200 and general fund balance approximately £15,000.

The ‘worst case' revised Budget showed that the expected deficit for the year would be just under £13,000, which would leave the general fund very depleted.

Committed giving in April does not appear to have reduced compared to previous months, and May figures should be available soon. The loss of rents should not be quite as severe as expected, as Willow are now using one hall again, although on a much reduced basis compared to previously. The budget will be updated as soon as more details are available, and the June quarter end figures should be available in time for the next PCC meeting.

Tim thanked Debbie for everything she is doing.

**46.20 Site**

Charlie gave a verbal report.

* electric and gas boilers were serviced in May - thanks to Andrew for organising
* side codelock door to car park had shrunk due to the hot weather, minor adjustments were made and all is now well
* online faculty procedures have been enhanced and overhauled during lockdown - Charlie will be reviewing the changes

**47.20 Dates of next meetings**

13th July, **APCM 13th September**,14th September, 12th October, 9th November, 11th January 2021, 8th February

Tim closed the meeting in prayer at 9.05pm.

Signed as a true and accurate record 13th July 2020