



BUCKINGHAM PARISH CHURCH

Distribution:

Mr P Collins – Church Warden

Mr K Croxton – Chair M & O

Mrs S Dumbleton – PCC (Secretary)

Mr M Evans – Church Warden

Mrs P Fox – Deputy Warden

Mr J Grinyer - PCC

Mr S Hallett – Ex Officio/LLM

Mr P Hirons – Diocesan/ Deanery

Synod

Mr T Jones – PCC (Chair of Fabric)

Mr M Lee – PCC

Mr H Morten – PCC (Head of Finance)

Mrs P Mason-Evans - PCC

Ms R Newell – Deanery Synod

Revd W Pearson-Gee – Rector

Mrs L Piper – co-opted PCC

Revd D Rodgers - Curate

Mr M Roskell – PCC

Mrs P Stanton-Saringer – Deanery Synod

Mr H Stolze - PCC

Mr W Zanelli - PCC

Staff Team

Notice Board

MINUTES

MEETING OF: Buckingham PCC

DATE & TIME: 19 March 2019 at 7.30pm in Church Room

PRESENT: Revd W Pearson-Gee (Chair), Mr P Collins, Mrs S Dumbleton, Mr M Evans, Mr P Hirons, Mr T Jones, Mrs P Mason-Evans, Mr H Morten, Revd D Rodgers, Mr M Roskell, Mrs P Stanton-Saringer

Item	Action
1 Opening Prayer The meeting opened with a prayer led by Revd W Pearson-Gee.	
2 Apologies for Absence Apologies were received from Mrs P Fox, Mr J Grinyer, Mr M Lee, Ms R Newell, Mrs L Piper, Mr H Stolze and Mr W Zanelli	
3 Approval of minutes of PCC meeting held on 8 January 2019 The minutes were proposed by Pauline Stanton-Saringer and seconded by Harry Morten as a correct record of the meeting held on 8 January 2019. All agreed.	
4 Correspondence None	
5 Nomination of AOB None	
6 Conflict of interest PCC members were asked to notify Council of any anticipated conflicts of interest.	
7 Staffing update Revd Will Pearson-Gee reported that following their interviews on the 9th March, Ali Burt has been appointed as the Worship Team Leader and Lara Burt as the full time Youth and Young Adults Team Leader. Lara will spend one day a week doing university outreach. It has been agreed that Ali will be employed for four days a week, three days will be allocated to worship and for one day a week he will focus on social media, flyers and assisting with Youth. Ali has	

a broad appreciation of church music and both Ali and Lara will be a great asset. They will both start at BPC on the 13th May.

8 New Warden

A new Churchwarden to replace Paddy Collins still needed to be identified. It was reported that Paddy had kindly agreed to continue with many of the physical tasks that he currently undertakes, which should make the churchwarden role more manageable for his replacement.

9 Resolution: Restoration of the church clock and chimes

Tim Jones updated the PCC on the financial commitment involved in restoring the church clock and chimes. A successful grant application of £8,000 (max) would leave £7,390 to be funded by BPC, all figures are subject to (recoverable) VAT. Paul Hirons proposed and Mike Evans seconded the funding of £7,390 towards the restoration of the Church clock and chimes, subject to securing additional grant support up to a maximum of £8,000. This would allow us to meet the full cost of the restoration of £15,390. All agreed. It was agreed that if the full grant of £8,000 was not obtained then this work would need to be reconsidered by the PCC.

10 Resolution: Tower Room Heating

Tim Jones reported that during the recent cold weather, the ground floor backroom became too cold for the children's activities to continue and therefore some heating was required for the room. Infra-red, as already installed upstairs, offers rapid heat up and no maintenance. The PCC agreed to the installation of infra-red heaters to the backroom at a cost of £2,281+VAT or lower.

11 Chairs update

11.1 Revd W Pearson-Gee updated the PCC on the latest situation with the purchase of the chairs. As approved at the last PCC meeting, 300 Canterbury Curvy Beech Chairs would soon be ordered. Ten of these chairs would have arms, all 300 would have felt feet and those without arms would have links fitted. A further 100 grey polycarbonate Canterbury Curvy Chairs would also be ordered. These chairs wouldn't have felt feet and links and would be able to be used outside. Six dolleys would be ordered for storage purposes.

11.2 It was reported that the list of the current chair donors had been identified and there would be an attempt to contact them all. Val Hirons had very kindly offered to produce a calligraphy roll of honor with the names of these donors and also donors of the new chairs. Tim Jones proposed and Paul Hirons seconded that the current chairs be gifted to a church in Milton Keynes. All agreed. Any chairs that were particularly special would be kept and used in the vestry and prayer ministry area.

12 APCM 2018

The PCC considered the draft Annual Report 2018. During the course of the discussion some suggestions for minor changes were made.

13 Review and agree on priorities for 2019-20

The PCC considered and agreed to the following PCC Priorities for 2019/2020:

- Alpha – continue cycle of termly courses making use of Connect Groups
- Parish Weekend Away in September
- Revitalise Stewardship efforts and raise giving
- Decide between a curate in 2020 or an associate minister
- Set up a new Discipleship Group for Alpha and Connect Groups
- Succession planning for Jacob Ash (Caretaker) in September
- Settle-in new staff members – Ali & Lara Burt
- Rebalance when Danny departs
- Trial new start time for 11am at 11.15am

- Invite all ministry leaders (in particular CG leaders) to a Leadership Evening (10th June)
- Events:
 - Family Fun Day – 18 May
 - 'HTB FOCUS' Church Holiday – July
 - Holiday Club – August
 - 'Soul Survivor' – August
- Remain poised to spring into action if a new school is needed in Buckingham
- Invest in the 11am service (soon to be 11.15am)
- Pursue engagement with plans for Verney Close

Fabric Issues:

- New bookstall cupboard
- Quinquennial Inspection
- Complete kitchen re-ordering: tiling and freezer purchase
- Side Chapel Re-ordering
- Installation of blinds (after a trial in North Room)
- Resurface tarmac around church

14 Future direction of Discipleship, Alpha and Connect Groups

- 14.1 The PCC noted a letter from Michael Greig regarding the future direction of Alpha, the Connect Groups and discipleship at BPC. The letter laid out the current situation, issues that were raised at a recent Connect Group Leaders meeting and suggestions for the future, which included the creation of a suitable identity for the Alpha and Connect Group ministry.
- 14.2 It was reported that there had been, for some while, an aspiration to have a group with a focus on discipleship, and it had been considered that this could be under the remit of an Associate Minister should one be appointed. Michael Greig was doing an amazing job overseeing Alpha and the Connect Groups, but at times, in particular when Alpha is running, it is at least a part-time job. In order to ease Michael's workload a request had gone out for administrative support for both Alpha and the Connect Groups and there had been interest in this role.
- 14.3 The PCC recognised the importance of an Associate Minister, but the current financial situation prevented the recruitment of this role at present. It was agreed that a job description for an Associate Minister and pay scale would be drawn up and this would be considered at the next PCC meeting.

WPG

15 Cessation of the Planning Group

The PCC noted the cessation of the PCC sub-group, Planning Group, the remit of which would now sit with the staff team.

16 Adopting the Parish Giving Scheme

Harry Morten presented the PCC with details of the Parish Giving Scheme, a direct debit system run by the Church of England. Although there was concern that some donors might not move over to this new scheme, it had numerous advantages, including allowing donors to sign up to inflationary giving. Harry Morten proposed and Mike Roskell seconded that BPC adopt the Parish Giving Scheme as a way to manage its giving. All agreed. It would be launched at the right time, with a gradual transition and as part of a giving package.

17 Approval of Volunteers

Mike Evans proposed and Pam Mason-Evans seconded the approval of the appointment of the volunteers listed on the report. All agreed.

18 Sub Group Reports

a) Standing Committee

- 18.1 Nothing to report.

b) Finance Committee

18.2 The PCC received the finance report and the financial accounts for the 12 months to December 2018. The summary showed a debit £9.34k for the full year. Actual income to the end of December was £325k, which equated to £29k above the full year forecast. The recent increase in income was due to £19k income from the Centre. Actual expenditure to the end of December was £334k, which was £16.5k below the forecast and £36k below the budget. Harry Morten proposed and Paul Hirons seconded that the accounts for the year to 31 December 2018 be approved for the APCM in April 2019. All agreed.

18.3 It was reported that the budget for 2019 had been set and it was showing a deficit of £8.34k. The budget had allowed for existing giving commitments, but no further growth. Harry Morten proposed and Paddy Collins seconded the increase in staff salaries by 2.5% on the 1st April 2019, this would exclude those staff members who had received adjustments to their salary on the 1st January 2019.

c) Fabric Committee

18.4 Tim Jones presented the fabric report and it was noted that:

- i. The noticeboard replacement was completed on 8th March.
- ii. The CCTV and Fire alarm installation was completed on 24th January.
- iii. The Kitchen refurbishment was almost complete, only the tiling was outstanding. Paddy reported that the thermostat, which controlled the underfloor heating, needed relocating as it was currently located behind the fridge.
- iv. The high clean should take place soon. Tim to arrange this.

TJ

18.5 Harry Morten proposed and Paddy Collins seconded the appointment of Warren Whyte as the BPC architect. All agreed.

d) Mission & Outreach

18.6 The PCC noted the minutes of the Mission and Outreach Group meeting on 5th February 2019 and the minutes of the Centre Management Committee Meeting on 12th December 2018.

19 Rector's update

Rev'd Will Pearson-Gee reported that:

- Jacob Ash would be commencing his studies in September and his caretaking hours would be given to John Earle. This was approved and would be discussed further at the next Standing Committee meeting.
- Preparations had started for the Easter services.
- New PCC members were being considered.
- Radclive would remain in the Buckingham Parish.
- That the bookcase needed consideration. A quote had been received for a bespoke version but it was very expensive.

20 Any Other Business

None

21 Date of next meeting

21.1 The date of the next meeting would take place on 21 May 2019 at 7.30pm in the Church Room.

21.2 The PCC noted the dates for future meetings in 2019/20 as follows:

- 9 July 2019
- 17 September 2019
- 19 November 2019
- 21 January 2020
- 17 March 2020