

St Mark's Church, Broomhill

Minutes of the Parochial Church Council meeting held on 19 March 2012 (7.30 pm).

Present

Ian Wallis (Chair)	Sue Hammersley left at 20.00	David Price	Robin Saunders
Tanya Ralph (Minutes)	David Ryder	David Trickett	Catherine Trickett
Alistair Sutcliffe	Anne Padget	Prema Salt	Ian Maher
Don Smith	Joe Forde	Pat Hunt	Mike Hunt
Stuart Parker from 19.45	Simon Ennals from 19.55	Deni Ennals from 19.55	

Apologies

James Dickson	Gary Grief	Shan Rush	
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David Ryder led the opening devotions.

		Action
97	Approval of the minutes of the PCC meeting 13 February 2012	
	<p>The minutes of the meeting on 13 February 2012 were approved with the following amendments:</p> <p>87 – ‘Sunday 29 May’ should read ‘Sunday 20 May’.</p> <p>88 – ‘they will also be placed put on the website’ should read ‘they will also be put on the website’.</p> <p>89 – ‘local authority as a registered premise’ should read ‘local authority as registered premises’.</p> <p>91 – ‘Worker with Young People post’ should read ‘Worker with Young Adults post’.</p> <p>93 – ‘Gary G, Anne P and David P agreed to discuss this’ should read ‘Gary G and Anne P agreed to discuss this’.</p> <p>95 – ‘13 March’ should read ‘15 March’.</p> <p>The numbering of the final 3 items should read ‘94, 95 and 96’ not ‘91, 92 and 83’.</p>	TR
98	Matters arising from minutes of the PCC meeting 13 February 2012	
	<p>85 - 79 - Church Cleaning proposal – Tim Moore and John Whitmill have been appointed to job-share the church cleaning. Briony Tayler has agreed to act as their line manager as well as to purchase cleaning materials. Caroline and Margaret, the current cleaners from Jeeves Cleaning Services, are to be thanked with flowers and a card.</p> <p>86 - Director of Music – Members of the choir (Andrew Sanderson, David Sanderson and Eve Saunders) have been admirably filling this role as a short-term measure but it is hoped that a temporary appointment will be made shortly to commence after Easter.</p> <p>87 - Shan's Priesting – Shan R and Catherine T are arranging the catering for this event as a ‘bring and share’ finger-buffet after the service. However, they anticipate that contributions from members of the congregation will need to be supplemented by purchased items in order to cater for the expected numbers. The PCC agreed to subsidise the catering. Catherine T and David R to agree a budget.</p> <p>94 - Fabric and Finance - Loft insulation installation not yet commenced.</p>	MH IW DR CT RS
99	Correspondence	
	Anne P has been appointed as the next Lay Chair of Hallam Deanery Synod. The PCC offered its congratulations.	
100	Pastoral Care Provision	
	Sue H reported on the current review of our pastoral care provision. There are a number of good, informal networks already in existence. Briony Tayler and Susan Whitmill will shortly undertake a scoping exercise to review and then, hopefully drawing on this provision, develop a pastoral care pyramid network capable of responding to all members of the congregation as need arises. In the future, when the network is larger, it may be possible for geographical connections to be utilised.	

	The PCC agreed that Briony and Susan should be authorized and commissioned for this ministry, hopefully within a main Sunday Eucharist, to underline the importance of what they are taking on and to express our support.	IW
101	Queen's Diamond Jubilee Celebrations	
	At its February meeting, the PCC agreed to hold a lunch on Sunday 3 June to celebrate the Queen's Diamond Jubilee. This proposal was discussed with partner churches and other community groups at the Community Consultation on 10 March. Sue H presented an update prepared by Gary G (previously circulated) with ideas about how we might wish to revise our plans in the light of these discussions as well as other community initiatives. Following discussion, the PCC authorised a sub-committee (Gary G, Catherine T, Anne P and Stuart P – Sue H to co-ordinate) to draw up concrete proposals and coordinate their implementation	SH
102	PCC Review	
	<p><i>'Ian W has asked Mike H to coordinate a sub group of the PCC to review the size and re-election procedure of the PCC as well as the meeting frequency and structure.'</i> (PCC, 6 July 2011).</p> <p>A subcommittee (Mike H, Alistair S, Deni E, David T and Judith C with some involvement from Sue H and Gary G) met earlier this year to review the size and re-election procedure of the PCC as well as PCC meeting frequency and structure. A summary of the subcommittee's discussion follows, accompanied by comments from Mike H who presented them (<i>in italics</i>):</p> <ol style="list-style-type: none"> 1. The PCC at 27 members is probably too large to operate effectively. The only scope for reduction lies in the number of elected lay members, currently 18. There was broad (if not universal) agreement within the subcommittee that this should be reduced to 15 (the number suggested by the Church representation rules) at the first opportunity (2013) and, if thought desirable, subsequently reduced to 12. <i>There is a need to balance efficiency whilst ensuring adequate representation.</i> 2. There was no agreement about limiting the number of consecutive years an individual member might remain on the PCC. However, 5 years was thought to be a sensible period in terms of an individual's contribution and also in terms of ensuring the maximum opportunities for PCC membership. Recommended that individuals consider standing down for a year after 5 year's service. <i>It was felt that this could be flexible whilst encouraging new members and increasing PCC turnover.</i> 3. In the light of the above there was little support for the idea of electing PCC members for three years (rather than one) with a third seeking re-election each year. 4. Given the volume of demands coming before the PCC the number of meetings per year (9?) was thought to be about right. 5. Recommended that greater use be made of new and existing committees to progress the work of the PCC. <i>This could include preparatory work before an item is included on a PCC agenda.</i> 6. Smaller suggestions for speeding the flow of business included listing correspondence received rather than referring to it in the meeting and asking for corrections to minutes to be notified to the Secretary in advance of the meeting. Action points from minutes might best be followed up by way of a brief written report circulated prior to the (next) meeting. It was agreed that Standing Committee was probably best placed to shape the contents of the agenda. <i>As with (5), some items could be referred by Standing Committee to the relevant sub-committee for preliminary consideration before coming to the PCC.</i> 7. Some concern was expressed about the structure of the APCM. This offers an important opportunity for the Parish to review its activities but the current demands of the agenda apparently offer little scope for this to take place. In particular the financial report could be reduced to 20-25 min. The PCC might wish to consider this at an early opportunity. <p>There was considerable discussion about these proposals, particularly numbers (2) and (7), during which the following points were made: (i) balancing exceptions to a fixed term for key roles, such as the Treasurer, against improving PCC turnover and encouraging new</p>	

	<p>members would need strategy and succession planning to make fixed terms work and to ensure sub-committees maintain representation on PCC; (ii) too much Electoral Roll representation can limit active participation in meetings (i.e. it is difficult to give voice to up to 27 contributors); (iii) encouraging members of the congregation onto subcommittees might be a route onto the PCC; (iv) chairing a large meeting is more demanding (enabling contributions from all whilst enabling a 'common mind' or decision to be reached).</p> <p>Regarding the format of the Annual meeting (APCM), there was broad agreement that we should look to reduce the amount of time allocated to the presentation of the Accounts, whilst maintaining opportunity for the Treasurer's exposition of them. This would allow for more time to be spent on how we are progressing our priorities and mission (e.g. children's work, pastoral care, etc) - a balance between last year's proceedings and next year's opportunities. A timed Agenda was proposed.</p> <p>Whilst the PCC was not of one mind on a number of issues, Ian W attempted to draw discussions together so that recommendations or guidance could be presented at the APCM:</p> <ol style="list-style-type: none"> 1. The PCC agreed to put to the APCM that we reduce the numbers of elected lay members on the PCC from 18 to 15, in line with the provision specified in the latest edition of the Church Representation Rules (voting: f-10; a-6; ab-1). 2. The PCC agreed to put to the APCM that we implement a convention that all PCC members consider standing down for a one year fallow period after every five years of service (voting: f-8; a-5; ab-4) . A proposal that standing down after five years should be compulsory with a two-year fallow period following five years' service did not secure the support of the majority. 3. No change in term was proposed. 4. The PCC noted the recommendation to continue with the current pattern of meetings. 5. The PCC noted this as a way to recruit to the PCC and as a strategy for PCC succession planning. 6. The PCC noted these recommendations and agreed to implement them as is practicable. . 7. The PCC agreed to keep the structure of the APCM broadly similar to previous years but with a shortened Treasurer's report to allow more time to be spent reviewing other aspects of church life and to looking forward to the coming year. In addition the PCC agreed to open up the April PCC meeting, which reviews the accounts, to the congregation (voting: f-10; a-3; ab-4). 	IW DR
103	Children's Society Embrace Project (Sheffield & South Yorkshire)	
	<p>This is a project that supports child asylum seekers in Sheffield and South Yorkshire and is facing closure due to withdrawal of funding. The Children's Society will 'match' fund so the Manager is currently looking for funding to 'match' against. David P (supported by Anna Ryder, who used to work on the project) brought a proposal to the PCC that the level of funding regularly allocated by the Home Donations committee to the Children's Society at the end of the year is redirected to the Embrace Project and made available with immediate effect. This was supported by the Treasurer who suggested that we make this early donation in such a way that it can be refunded if the Project is forced to close. He suggested that the Home Donations Committee could then review this allocation at its next meeting and decide whether this would be instead of or as well as supporting the Children's Society this year.</p> <p>The PCC unanimously agreed to expedite a donation of £550 to the Embrace Project in advance of the Home Donations Committee meeting in the summer. Proposed by David P and seconded by David R. It was agreed that David P would liaise with the manager of the project to ascertain whether a pledge of the donation was adequate or whether a direct donation was required at this point.</p>	DP
104	Financial update	
	<p>David R reported back that 96 pledge responses had been received to date. Overall this represents an increase of £7,302 (including recovered tax) leaving a shortfall of just over £2,000 on the £9,500 target for additional income in 2012. This is unlikely to be improved upon; however, David is confident that with the surplus brought forward from 2011 and the</p>	

	<p>planned future savings we should be able to balance the books in 2012.</p> <p>Having received responses from all of the PV panel scheme donors, David R is now able to apply for the recoverable Gift Aid tax component. All outstanding funds from the PV panel appeal will be designated as Fabric Reserve.</p>	DR
105	Reports from committees and groups	
	<p>David P reported back on the Community Consultation that was held on Saturday 10 March. There were 40 people in attendance including about 12 non-church community representatives in addition to those from CTBB. Talks during the day led into a discussion relating to cohesion issues in a community that has many divisions, including ethnicity and those between students and settled residents. The Steering Group is scheduled to meet again soon to consider how best to progress outcomes, focusing on areas of convergence, collaboration and cohesion.</p> <p>In the following discussion by the PCC the following points were raised: concern that the day was heavily weighted towards Broomhall not Broomhill; that there is anger towards disruptive students in Broomhill; that if Broomhill supports and resources Broomhall this would not encourage Broomhall to take responsibility for its own future; that there were very few concrete ideas taken from the day. Ian W felt that despite these points, the day had been worthwhile in terms of strengthening relationships between community groups and giving visibility to the CTBB contribution to Broomhall and Broomhill, as well as identifying possible new initiatives.</p> <p>The PCC recorded thanks to David P and others who arranged and contributed to the day. Thanks were also given to Catherine T for coordinating the catering.</p>	
106	Dates of future meetings	
	<p>The APCM will be held on Wednesday 25 April. There will be a 'bring and share' meal at 7.00 pm followed by the meeting at 8.00 pm.</p> <p>There will be an extraordinary PCC meeting to approve the accounts on Sunday 22 April at 11.30 am after the service. This will be opened up to the congregation. David R offered to take the Minutes as Tanya R is unable to attend.</p> <p>The first meeting of the new PCC will be held on Wednesday 23 May at 7.30 pm.</p>	DR
107	Any other urgent business (taken with the approval of the PCC)	
	<p>David R brought a request from the Godly Play team. They have commissioned a second mobile shelving unit which will cost £250 and have asked if this can come out of the Fabric Fund rather than the Children's budget. This was agreed by the meeting.</p> <p>Ian W thanked all PCC members for their attendance over the last year.</p>	DR
	Date and time of the next meeting:	
	Sunday 22 April 2012 at 11.30 am.	
	Wednesday 25 April 2012 at 8.00 pm (APCM)	
	Wednesday 23 May 2012 at 7.30 pm.	
	The meeting finished at 21.35.	