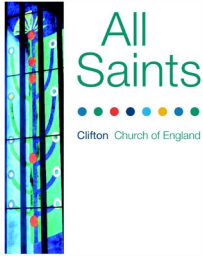


## Parish of All Saints PCC Meeting Minutes

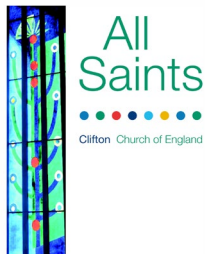
**Date 12 December 2023**

1. Apologies for absence – Simon Davison, Liz Badman
2. Lectio Divina – a reading was shared and discussed for response
3. Parish Conference
  - a. The papers distributed in advance were reviewed at the meeting, looking through the actions captured from post-it notes at the Parish Conference
  - b. A number of key observations were made, including:
    - i. Add a faith board to the heritage boards in Church to help those exploring their faith – for example Father Paul Hawkins drop in sessions after Parish Mass, lunches or courses online, Emmaus courses
    - ii. Balance required to support people who have questions, helping them navigate faith without being prescriptive
    - iii. Baptisms & Weddings - following up and keep contact - and banns in particular
    - iv. Mass book – can be confusing, so could one be created to cover the whole year?
    - v. 'Ken Smith' leaflets – could we bring back and update?
    - vi. Father Charles summarised some focuses:
      1. Working with other parishes
      2. Features that occur more regularly ASN associated with theological understanding and social issues
      3. Developing inter faith dialogue
      4. Diversity and racial justice or Sisters of the Church
      5. Reinforcement of importance of early worship
    - vii. **Father Charles proposed to gather this information and produce charts of focus for each year**
4. Fabric Report
  - a. Please see written report
  - b. In summary, two pieces of good news and one more frustrating update
    - i. We have had a positive meeting with the Endowment Trustees to discuss the Atrium project – the points of discussion were mainly those of detail not principle



- ii. We now need two permissions – faculty for the interior and exterior and planning for the exterior
- iii. Planning application was validated a year ago, but delayed ever since – the recommendation is not to withdraw the application, but we should ask the Council to put on hold while we apply for a faculty, limited to the PV panels on the church roof as if the DAC approves this it adds weight to the planning application – we could also make some concessions, for example rearranging the panels on the main roof to make them symmetrical - however they are not visible in any case
- iv. Question – do we know what’s underneath the main roof? Answer – no, we don’t, but we are looking through the records to answer this. There is some insulation.
- v. Question – do we have any idea of timescales? Answer – the paperwork is effectively done, but it is difficult to predict responses e.g. from the Council. We also will not have the cost of the next phase, as we only have detailed estimates up to tender (not including the additional Faculty that is now contemplated)
- vi. Question: How sure are we that we will get money for the whole project  
Answer: the Trustees will likely want to know a figure at the tender stage, with the PCC earmarking £400k with an application to the Trustees for the balance (note – the PCC has not approved this spend, and will need to do so before commencement). Our plan is to go out to tender and obtain a contract price which, subject to Architect’s Instructions during the course of the contract, would be fixed, then go back to the Endowment Trustees
- vii. Question: how do we make this visible to the congregation? Could we for example share minutes on the notice board?
- viii. It was agreed to:
  - 1. Share the resume and expenditure to date (Adam)
  - 2. Communicate to the congregation via an open view as we did for the Endowment Trustees
  - 3. Share minutes on the notice board
  - 4. Thank Adam for all his hard work in getting the project to this stage
- c. A proposal was made to instruct our Architect to suggest to the Council that planning permission is put on hold pending an application for a Faculty confined to the solar panels – this was proposed by Adam, seconded by Brendan and passed with all in favour
- d. A proposal was made to approve the quote from API, which was previously approved by PCC but without costing at £1,442, proposed by Sue, approved by James and passed with all in favour
- e. It was also noted by Brendan that with a new sound system in place, it would be helpful to have training for readers, perhaps from Old Vic Theatre School.

## 5. Finance



#### a. Office Debit Card and Procedure

- i. Eric proposed to update our financial controls to allow the Office Manager to have a debit card to allow Wendy to make required payments
- ii. Currently, Wendy is paying up front for items such as the food bank and Parish Conference, which are becoming more significant out of her own account
- iii. One member of Standing Committee will pre-authorise transactions when Wendy fills out the circulated request form
- iv. Eric proposed to update our financial controls and issue a debit card at limit £500 to the office manager, with Annette seconding and passed with all in favour

#### b. Parish Share Update – Eric has set up standing order as per PCC approval while we await further information from the Diocese

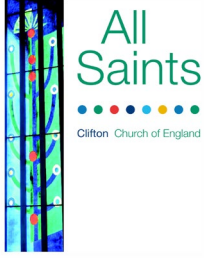
#### c. Mission Giving

- i. A mission giving budget of £4,000 was proposed by Eric, seconded by Annette and passed with all in favour
- ii. Charities were proposed to be MSF for international and split equally between our food bank and Young Bristol for local by Janice, seconded by Sue and passed with all in favour
- iii. Note – it was also agreed that the All Saints food point would also receive the Christmas collections

### 6. Safeguarding

- a. Bristol Diocese Safeguarding survey – closes 4<sup>th</sup> January
- b. All Charity Commission requirements completed by 31<sup>st</sup> October deadline with confirmation received from Charity Commission
- c. Information sharing between the AS Safeguarding team and the Diocesan Safeguarding Officers has been raised with the Diocese, to flag the need to keep confidentiality while having sufficient sharing to operate effective safeguards

### 7. Minutes of the last meeting and matters arising - to update section 5.5 from local to international charity, otherwise passed as true and fair record with all in favour.



## 8. Standing Committee minutes – for information

- a. **AOB - Defibrillator** agreed for action and projector purchase requests to be considered by obtaining quotes, and possibly to be funded from Trustee or education funds

Minutes Approved