

# ALL SAINTS' CHURCH, GOSFORTH

'The Community of All Saints': living, thoughtful, caring faith'

## MINUTES OF MEETING OF THE PAROCHIAL CHURCH COUNCIL

Held on Monday 13<sup>th</sup> May 2019 at 7.30 PM  
In the Church

**PRESENT:** Revd. Canon Andrew Shipton (chair), Ros Place, Paul Wilkinson, Peter Brown, Alison Proudfoot, Kath Davies, Dorothy Henderson, Fred Carr, Pam Taylor, Karen Parkhouse, Diane Kirkup, Felicity Shoosmith, Claudia Newbegin, Ethel Randall, Nicky White, Katie Hogg, Jo Errington Stevens, Nick Glover (secretary).

**2019-04-01**    **Opening Prayer and Welcome:** Welcome and opening prayer by Andrew.

**2019-04-02**    **Apologies for Absence:** apologies were received from Ruth Birnie, Christine Willoughby, Diana Lavin, Karoline Wellborne and James Cartmell.

**2019-04-03**    **Minutes of the Meetings, 11<sup>th</sup> March and 7<sup>th</sup> April**  
These were both approved and signed as a correct record. Proposed by Diane Kirkup and seconded by Karen Parkhouse.

### **Matters Arising from the Minutes**

11<sup>th</sup> March: Item 3: help is now available for readers who require it.

Item 4: Some PCC meetings are likely to be at the School in future.

It seems likely that there will be an OFSTED inspection in the foreseeable future.

Diana Lavin and Andrew Mason are now going into School to help in different ways and there should be scope for other volunteers. Confirmed that they would require a DBS check.

### **MAIN ITEMS**

**2019-04-04**    **Elections and Co-options to the PCC**

i) Vice-Chair: Peter Brown, proposed by Dorothy Henderson, seconded by Kath Davies agreed nem con.

ii) Secretary: Nick Glover, proposed by Nicky White, seconded by Peter Brown, agreed nem con.

iii) Treasurer (co-option) Fred Carr, proposed by Paul Wilkinson, seconded by Diane Kirkup, agreed nem con.

iv) Safeguarding Officer (co-option) Kath Davies, proposed by Ros Place, seconded by Alison Proudfoot, agreed nem con.

v) Standing Committee reps: Diana Lavin had indicated her willingness to continue, proposed by Nicky White, seconded by Paul Wilkinson, agreed nem con.

Katie Hogg indicated that she would be willing to join the Committee. Proposed by Ros Place, seconded by Kath Davies, agreed nem con.

vi) 2 people had indicated that they would be willing to join the PCC.

Lesley Ogilvie, proposed by Felicity Shoosmith, seconded by Jo Errington Stevens. Agreed nem con.

Chris Jenkins, proposed by Nicky White, seconded by Jo Errington Stevens. Agreed nem con.

**2019-04-05**    **PCC Organisation**

The draft list of meeting dates was looked at; Fred Carr requested that the APCM date be moved back to Sunday 19<sup>th</sup> April to enable him as Treasurer to be present. It was therefore preferable to move the previous meeting to Tuesday 3<sup>rd</sup> March. Both changes agreed.

Andrew spoke briefly about the main PCC sub-committees. There was some discussion about how aware members of the congregation are of these committees and how involvement might be increased. Suggested that their activity could be referred to in "In Touch".

**2019-04-06**    **A Review of the Easter Programme**

There had been 3 successful Lent groups. Some discussion of their timing; agreed that a balance of afternoon and evening meeting times would be preferable, though partly a matter of supply and demand.

The Guided Prayer sessions had not taken place, due to a lack of demand.

Services in Holy Week had gone off well. Archbishop Runcie Church School held their Easter Service at All Saints'.

The Good Friday morning service would be better described as an "informal service" in future, rather than a children's service.

Some discussion about how we might get feedback on how people felt the services had gone. Was there scope for this on Facebook, in the Visitors Book or in a Comments box at the back of church.

**2019-04-07 Forthcoming Events**

Andrew distributed a coloured sheet detailing the social event planning for the rest of the year. A wide range of events, musical, social and marking the arrival of Beverley Davies through to the start of the Christmas programme listed.

**2019-04-08 The Vicar's Sabbatical**

Andrew stated that he will be away for 3 months, June to August, during which time Sarah Moon will have responsibility for the parish. He listed her areas of responsibility, essentially overseeing the day to day running of the parish and which will include St Hugh's. Her base will be the Augustine Room, which has now been properly equipped.

Noted that Peter Brown (as vice-chair) will chair the PCC in the Vicar's absence.

Andrew described how we will have another new member of staff in September, Isaac Wilkinson, at present completing his finals in Theology. He will be a pastoral assistant serving both All Saints' and St Hugh's, and based in St Hugh's Vicarage.

In addition to day to day help in the parishes, he will be asked to look at the use of social media and how we can make more use of it in our communications throughout our work. Also hoped that he will think freely about the expansion of our work throughout the parishes.

**2019-04-09 Safeguarding: a reaffirmation of our Safeguarding Policy and the Appointment of a Domestic Abuse Advisor.**

Kath Davies, as Safeguarding Officer, emphasised the importance of our Safeguarding Policy and the need for us to commit ourselves to it on an annual basis. The existing policy was presented and its reaffirmation was proposed by Peter Brown, seconded by Fred Carr and agreed nem con.

Andrew explained that the role of a Domestic Abuse Advisor, or Champion, was a House of Bishops initiative that we should adopt. He was happy that Alison Charlewood had agreed to explore the role for All Saints'. She was introduced to the PCC and she then discussed the training that she has gone through. She sees the role as an empowering role, and an informal source of support for all people involved if and when any problems come to light.

She emphasised that the development of the role is still a work in progress and we all have to explore how to take it further, for example we need to understand and recognize what is being talked about. It was agreed that the role will need to be properly publicised.

The following resolution was therefore proposed by Peter Brown, seconded by Dorothy Henderson.

"The Church is committed to those who have been victims and survivors of domestic abuse.

Domestic abuse in all its forms is contrary to the will of God and an affront to human dignity. All need to play their part in preventing or halting it. The welfare of the adult victim of domestic abuse is important, but where there are children in the family it must be understood that they too are victims of domestic abuse. All Saints' is committed to listening, giving help and signposting whenever appropriate.

Alison Charlewood is a point of contact for any advice and support"

Agreed that this resolution, and the overall nature of the role must be properly publicised.

**2019-04-10 Music Policy for All Saints'**

The development of a policy has been superseded by the fact of Richard Gooding's resignation, from the end of August due to other new work commitments. The search for one or possibly two people to replace him must therefore begin immediately; 2 people would allow the role to be split into 2 distinct areas.

A sub-committee will be formed very soon under Andrew's leadership to investigate and possible rethink the whole role. Input from the choir would be valued.

**STANDING ITEMS**

**2019-04-11 Finance**

i) Administrator and Caretaker Salary Review

The PCC noted the high quality of the work of both of these people and agreed that an increase was important, as recommended by the Treasurer. After brief discussion, an increase of 3% was agreed, backdated to April.

ii) Fred noted that the accounts had now been presented to the relevant authorities.

iii) He noted the details that the Charity Commissioners would require for all PCC members. Deferred to next meeting when new members would be present.

iv) Pointed out that the card machine is now successfully being used.

**2019-04-12**

**Fabric**

Peter Brown referred to the new lighting outside the west end and the window repair; a faculty will be required for these projects. Claudia Newbegin proposed, Diane Kirkup seconded that we should proceed with the faculty, agreed nem con.

Peter indicated that the insurers will cover the cost of the window repair, less the excess.

Also noted that the Loop system in Church is still very haphazard in its operation.

Peter suggested that the 2 small paths near the notice boards, leading onto West Avenue, be removed as they do present a trip hazard and there are currently paving contractors on site. Dorothy Henderson proposed, Pam Taylor seconded that this work should proceed and agreed nem con.

**2019-04-13**

**Update Reports**

**i) Standing Committee**

No meeting since the last PCC meeting

**ii) Safeguarding and Access**

Covered under main items, no further issues.

**iii) Health and Safety**

No issues reported

**iv) Deanery Synod**

There had been discussion of the Prayer Space project, which has been a very successful school based initiative.

**2019-04-14**

**Administrative Business**

**i) Correspondence**

The Secretary reported a letter from Dee Matthews expressing her gratitude for her 6 years on the PCC and her pleasure that the West end lighting was now going ahead.

**ii) Alterations to the Electoral Roll**

No applications received

**iii) Any Other Business**

Katie Hogg reported that the Tae Kwando group had been seen practising on the Garden of Remembrance, which had caused understandable upset. Agreed that this was unacceptable and that the group leader for this and other groups must be asked to ensure it does not happen. Tricia Malia probably the best person to do this.

**iv) Date of Next Meeting**

Tuesday 2<sup>nd</sup> July at 7.30pm in the Church

**2019-04-15**

**Closing Prayer**

Andrew closed the meeting with a prayer and the grace.