

Present	Lucy Allen, Sonia Home, John Gwyther, Caroline Jowett-Ive, Madeleine McNeill, Caroline Owen, Francis Parkinson, Kate Pinfold, Nick Powlesland, Simon Potter, Brian Richardson, Peter Robottom, Keith Sheather, Edward Yates
Chair	Sonia Home
Minutes	Siân Steel
Apologies	Tony Hughes, Jema Ball, Vivienne Francois, Charley Maidment, Al Meadows, James Newby, Julie Summers, Hazel Trapnell, Stephanie Wren

Item	Notes
1.0	Opening reflection and Prayer
	Sonia reflected on verses in Exodus 31 and opened in prayer
2.0	Apologies
2.1	Apologies (see above).
3.0	Minutes of previous meeting
3.1	As there were not enough members present for a majority to vote on approval of the minutes of the meeting from 19 March 2024 and 5 May 2024, it was agreed that these would be approved via email. Update: The minutes of the 19 March and 5 May 2024 were approved via email on 11 July 2024. With 9 in favour and 3 abstentions for both. Caroline Owen proposed the approval of the minutes from the email on 24 May 2024, Lucy Allen seconded. The majority voted in favour.
3.2	There were no matters arising from the PCC Minutes.
3.3	Leadership Team Meeting Notes – No matters arising.
4.0	Resourcing Mission
4.1	Our People
4.1.1	<p>Election of Secretary, Treasurer, Electoral Roll Officer and Deputy Safeguarding Officer.</p> <ul style="list-style-type: none"> • Nick Powlesland proposed and Brian Richardson seconded the election of Siân Steel as PCC Secretary. All in favour. • Kate Pinfold proposed and Peter Robottom seconded the election of Caroline Owen as Treasurer. All in favour. • Kate Pinfold proposed and Caroline Owen seconded the election of Siân Steel as Electoral Roll Officer. All in favour. • Caroline Owen proposed and Nick Powlesland seconded the election of Helen Meadows as Deputy Safeguarding Officer. All in favour.
4.1.2	<p>Approval of Sidespeople/Deputy wardens and Communion Assistant</p> <p>There was some discussion and it was agreed that PCC members not already on the Communion Assistant list should have been added and that a separate list for intercessors and readers would be helpful.</p> <p>Brian Richardson proposed and Kate Pinfold seconded the approval of sidespeople/deputy wardens and communion assistants (+ pcc members). All in favour.</p>
4.1.3	<p>Leadership Team Membership.</p> <p>Brian Richardson proposed and Caroline Jowett-Ive seconded that Tony Hughes and Stephanie Wren be PCC representatives on the Leadership Team. The majority of those attending were in favour and there were no objections.</p>
4.1.4	PCC Structure document and new members on committees

	<p>Sonia mentioned to the new PCC members that all PCC members are encouraged to join at least 1 PCC sub-committee to suit their skills, please contact either the sub-committee chair or Jema.</p> <p>Sonia also informed the PCC that the Leadership Team had spoken about starting a new sub-committee, which will be called Events Committee. Caroline Jowett-Ive has volunteered to be the Co-ordinator and PCC Representative for this Committee, but anyone else on the PCC is welcome to join or anyone from the different congregations. There was some discussion regarding terms of reference for this committee as Connect and Support had been doing some social activities. However, Caroline Jowett-Ive proposed that the PCC form a new sub-committee (Events Committee) Keith Sheather seconded. All in favour.</p>
4.2	Our Finances
	<p>4.2.1 Mid-year accounts. Caroline Owen went through the accounts and paperwork that was sent out with the agenda.</p> <p>Caroline O also explained the need for new names for the bank mandate. It was agreed that Tony Hughes, Kate Pinfold and Caroline Jowett-Ive be added to the bank mandate with Peter Robottom, Scott Whitby-Smith and Martyn Bryan-Brown already on the bank mandate. Caroline Owen proposed Brian Richardson seconded. All in favour.</p>
4.3	Our Buildings
	<p>4.3.1 Church Rooms Development</p> <ul style="list-style-type: none"> Property Owned by St Mary's Siân explained to the meeting that the house is now on with a different agent (James Goodchild) and we have been getting regular viewings, but no offers as yet. Kate Pinfold thanked the working party (Allister Simpson, Shân Stock, Siân Steel and Dave Steel) for the work they did on the garden for the marketing pictures. EICR – the Electrical Installation Certificate Report has been done by PRW. However, there does need to be some work done so we will be compliant. Siân and Peter reviewing.
5.0	Mission and ministry updates and decisions
5.1	Worship and Teaching
	<p>Simon asked the PCC to encourage the musicians at both services on a Sunday. The 9am have seen a lot of changes over the last 12 months with Adrian leaving and Chris Embrey continuing with Edward Yates and Richard Powell as organists. We also have other musicians stepping up at the 10.30am, where it can be quite pressured setting up etc. The PCC expressed their gratitude to the musicians and were also encouraged with young people joining the choir at the 9am.</p> <p>Sonia thanked Simon for updating the rota until February next year as he will be on EDM Leave until the end of November.</p>
5.2	Outreach and Evangelism
	Simon was very encouraged by all the groups and connections we have, like Connect and the work with the schools.
5.3	Connect and Support
	Connect and Support are organising a bring and share harvest lunch in September and also looking ahead at various advent/Christmas events.
5.4	Stoke Bishop CE Primary School
	Simon was also encouraged by the work with the school where there are so many different opportunities to work with them i.e. governors, assembly etc. He was especially encouraged by the Prayer Spaces, which Rachel Powlesland organised recently.

5.5	ASMA
	Sonia informed the group that Nic Harris is now Associate Vicar at St Andrews, Avonmouth and St Peter's, Lawrence Weston and Andy is overseeing St Andrews and St Peters, but majority of his time will be with this role with the Diocese. Nic is settling in well. ASMA now has a full stock of incumbents. Julie and Sonia's time in the autumn will be at St Mary's due to Simon's EDML.
	5.5.1 Youth Minister The advert went out and the closing date is today. There have been no viable applications, so ASMA leaders will be reviewing again. Katie Brett will be covering some elements of the youth work in the short term at St Mary's.
5.6	Eco Church
	There was nothing to report.
5.7	Safeguarding
	5.7.2 Caroline Owen went through the safeguarding policy that was sent out with the agenda. The main update has been regarding photography during events with children. Caroline Owen proposed and Caroline Jowett-Ive seconded the approval of the Safeguarding Policy. All in favour. 5.7.3 Caroline Owen reminded the PCC members of safeguarding training, which can be done online and she will be sending out reminders to those who are due (courses only valid for 3 years). Please take action when you receive an email from Caroline Owen. Caroline Jowett-Ive will also be doing in-person training in the autumn.
6.0	Any Other Business
6.1	Update on money to Deanery Synod – Uganda Link Bristol West Deanery have asked for funds towards specific appeals in regard to their Uganda links. As Jennifer left a legacy for our mission partners. The Mission Partners Committee agreed that because of the links with Jennifer and Uganda £500 would go to Janani Luwum College in Gulu and £500 to whichever appeal was most in need. There will still be money left from Jennifer's legacy and the decision about those funds be made in the autumn.
7.0	Closing Prayer
	John closed in prayer.

Date of Next PCC Meeting – Wednesday 11 September at 7.30pm in Church