

Present	Jema Ball, Steve Fairbairn, Tony Hughes, Wendy Hughes, Caroline Jowett-Ive, Al Meadows, James Newby, Barbara Orme, Caroline Owen, Francis Parkinson, Kate Pinfold, Nick Powlesland, Jonathan Rees, Brian Richardson, Peter Robottom, Keith Sheather, Chris Thomas
Chair	Jema Ball
Minutes	Siân Steel
Apologies	Sonia Home, Charley Maidment, Simon Potter, Julie Summers, Hazel Trapnell
Item	Notes
1.0	Opening reflection and Prayer, and welcome new members
	Jema reflected on verses from Mark 1 and opened in prayer. Jema welcomed all those who are new (or returning) to the PCC, Chris, Barbara, Jonathan and Wendy.
2.0	Apologies
2.1	Apologies (see above).
3.0	Minutes of previous meeting
3.1	Kate Pinfold had noticed the wrong date in section 5.1.3. Francis and Jema before the PCC meeting discussed rewording the paragraph in 4.1.2 by Francis' request. Jema read this out to the PCC. Brian Richardson proposed and Kate Pinfold seconded the approval of the minutes from the last meeting. All in favour with 1 abstention.
3.2	There were no matters arising from the minutes
3.3	Leadership Team Meeting notes Chris Thomas informed the PCC that John Philipps (mentioned in the notes as the contractor to do the floor in the accessible toilet in the lobby) is having an operation. Chris has contacted another contractor who had also quoted and we are waiting to hear from them.
3.4	Appointment of Treasurer, Leadership Team members, Secretary and Electoral Roll Officer - Jema thanked Caroline Owen for all she does for us as Treasurer and who has agreed to stand again. Al Meadows proposed and Caroline Jowett-Ive seconded the appointment of Caroline Owen as Treasurer. All in favour. - Jema thanked Siân for all her work as PCC Secretary and Electoral Roll Officer. Steve Fairbairn proposed and Keith Sheather seconded the reappointment of Siân Steel as PCC Secretary. All in favour. Jonathan Rees proposed and Caroline Owen seconded the appointment of Siân Steel as Electoral Roll officer. All in favour. Brian Richardson proposed and Francis Parkinson seconded the appointment of Tony Hughes, Barbara Orme and Caroline Owen as Treasurer and PCC representatives on the Leadership Team/Standing Committee. All in favour with 3 abstentions from the candidates. Caroline Jowett-Ive asked if there were more clergy to be added to the Leadership Team as Simon is on sick leave and Sonia will be leaving in August for her new job. Jema confirmed that this was being considered and will be dependent on when Simon is likely to return to work.
3.5	Sidespeople/Deputy wardens & Communion Assistants Peter Robottom proposed and James Newby seconded that all the Sidespeople, Deputy Wardens and Communion Assistants on the list that was sent with the agenda be approved. All in favour. Jema added her thanks to all those who serve on a Sunday and during the week. It was agreed that the Cheese and Wine event last week for all those serving at St Mary's was a great success.
3.6	St Mary's Organisation Chart

	The chart was sent out with the agenda papers. Jema mentioned that if anyone who is not on a committee and would like to be, to contact her. There were no questions.
3.7	PCC dates for 2025-26 Jema reminded the PCC that the PCC dates for the year, were on the bottom of the agenda.
4.0	Resourcing Mission
4.1	Our People
	4.1.1 General Update Jema went through the update that was sent out with the agenda. She also added that she is continually in conversation with Kate and Jonathan about a broader sense of capacity and we may have to pause or stop certain ministries or events if needed going forward. There was some discussion about the ASMA MES Workers and who was being line managed by whom. Jema also informed the PCC that there will be a meeting in September with the Archdeacon and the ASMA incumbent's with a view to establishing some priorities for the partnership going forward. There was also some discussion regarding support for Jema. 4.1.2 Peter Robottom and Brian Richardson LLM licence renewal Jema thanked Peter and Brian for all they do and give to St Mary's. Chris Thomas proposed and Al Meadows seconded approval for Peter and Brian to be licensed as LLM's for another three years. All in favour, with the candidates abstaining.
4.2	Next steps with the process
	4.2.1 Caroline Owen went through the accounts that were sent out with the PCC Agenda. There was also some discussion regarding the amounts available for the Building Project. Jema added that she is aware that we may need to do more fundraising with the wider parish and amongst church members who have joined us since the last time we did some fundraising. Jema also suggested that some monies from the Rosemary Hart Memorial Fund could be used towards the Kitchen as this will mainly be utilised by Thursday Lunch, and is therefore in keeping with the aims of the trust fund. There was also some discussion regarding giving and the giving machines. Caroline Owen confirmed that the giving machine and one off donations online can go up and down depending on the month and what has been happening in church. 4.2.2 Parish Share – thank you from Diocese The thank you from the Diocese was acknowledged by the PCC and will be put up on the noticeboards in church and church rooms.
4.3	Our Buildings
	4.3.1 Church Rooms Development – Main Works Chris Thomas updated the PCC on the Church Rooms Development – Main Works. He had received the detailed specification from our Architect – John Redfern – and is now chasing him for more detailed drawings that hadn't been provided with it. We should get DAC approval by the end of July and hopefully planning permission by the end of August. In the meantime KP Wilton will be asked for detailed pricing of works and if competitive, these will be brought to the PCC for approval. There was some discussion about the timing of the PCC approval for the costs. So as to not delay the start of the works, Jema proposed that if a decision needs to be made before the next PCC meeting, that the PCC delegate to Buildings Committee and as many from Leadership Team as can make it to approve the costings from KP Wilton. Caroline Jowett-Ive seconded. All in favour with 1 abstention. 4.3.2 Office Move On 26 June an email was sent out to approve the costing for the WiFi to the Evans Room and Church for £4,690.97 (inc VAT). This was approved by a majority with one abstention. However, Jema apologised for the initial lack of

	information and it was noted that there might have been a process error in how she handled it. Siân confirmed that Gradwell have now been booked in to do this work during the first week of August. There has also been lots of clearing out and loading up the skip in advance of the office move. Jema thanked all those involved with clearing and sorting out.
5.0	Mission and ministry updates and decisions
5.1	Worship and Teaching
	Jema will be planning the September teaching series in August and working on the forthcoming Sunday rotas
5.2	Outreach and Evangelism
	- Jema informed the PCC about the Bereavement Journey starting on 22 September. If people from the wider community attend then they could also be invited to the Remembering Loved Ones service in the autumn. Plans for Beer and Carols in December are also underway. Brian and Bev Richardson are willing to run an Alpha Course to start in January and would value a couple of other people to support them in this. - Events Committee are meeting on 23 July and there will potentially be some low-key social events during August hosted by church members, particularly to offer company for those who find August a bit lonely. - Jema informed the PCC that there have been lots of outreach and events with Stoke Bishop C.E Primary School, including the recent Art Exhibition, teaching and collective worship.
5.3	Connect and Support
	Jema reminded the PCC regarding the notes from the Connect and Support team which went out with the PCC papers. Jonathan Rees and Jema Ball are doing Mental Health First Aid course and will be available to support people in this way along with the other Mental Health First Aiders that we currently have. Wendy Hughes asked about the funding for the Kintsugi Hope partnership donation. Jema confirmed this could be funded again through the Rosemary Hart Memorial Fund.
5.4	Younger Generations Minister
	Jema informed the PCC meeting that there has been one person interested in the Younger Generations Minister post but they have not submitted an application as yet. However, we are very grateful to Tristan Hagger who is staying on for another year as ASMA MES Worker and he will be leading Fuel and BULB for the foreseeable future. 5.4.1 Partnership with Mullers Trust Jema went through the Mullers Trust paper that was sent out with the Agenda. There was some discussion and positive comments. Kate Pinfold proposed that we become a Partner with the Mullers Trust, Keith Sheather seconded. All in favour. The partnership will be reconsidered on a yearly basis. 5.4.2 Stoke Bishop C.E Primary School See 5.2.
5.5	ASMA (Avonside Mission Area)
	There were no questions.
5.6	Safeguarding
	Caroline asked some members of the PCC to complete their Safeguarding Training and thanked those who had already completed theirs.
	5.6.1 Safeguarding Policy There were no changes to the Safeguarding Policy from last year. Nick Powlesland proposed and Caroline Jowett-Ive seconded the approval of the Safeguarding Policy. All in favour.
6.0	Any other business
	There was no other business
7.0	Closing Prayer - Brian Richardson closed in prayer.

Date of Next PCC Meeting – 10 September at 7.30pm in Church