



Parochial Church Council Meeting – MINUTES
Monday 14th July 2025 - 7.30pm – 9.30pm in the Conservatory

2025/26 PCC Members: Stuart Hull (Chair), Steve Cornick (Treasurer), Nigel Day (Warden), Nick Elbourne, John Fleming, Alan Fryer, Jenny Harris, Paula Jones, Matt Lee (Associate Minister), Keith Loveless, Gillian Mannouch, David Morgan, Lisa Perry (Minutes), Ann Powell, Kirsty Pringle, James Sharman, Janine Thomas, Paul Wareham.

- 1) Welcome & opening prayers Alan Fryer - John 17:6 & 20-26 - Jesus' prayer for us. For our unity and our blessing. SH reminded members of the need for confidentiality, please exercise wisdom in Christ with what we share amongst our church family, Rule from CofE - PCC papers are for PCC, if family want minutes please apply through LP. PJ clarifies ok to add minutes to the website as we do now.
- 2) Apologies - Jenny Harris
- 3) Approval of Minutes of Meetings on 19th May 2025 - DM reiterated that the previous Interregnum was the best times in his 20 years and we should not therefore fear a gap in the vicar. Also change 'patron to process...will be suspended. With these changes approval of the minutes was proposed by JS, seconded by AF, with all in favour.
- 4) Matters Arising (not elsewhere on agenda)
None
- 5) Finance
 - a) Management accounts to May '25 - SC summarised the previously circulated documents. The Committee acknowledged the significant positive difference between actual and budget income, due to some one-off gifts and a legacy. No restrictions on the legacy.
Global action - giving into the GA account has started to drop as people move their gifts to the general account. Gift aid has increased in line with the gift-aided one-off gifts. Generally, a positive picture all round.
 - b) Major expenditure (>£1,000) - none to May.
 - c) Fund Balances were provided
 - d) 2024 Accounts (final) – Approval required. GM - no changes from APCM presentation – Approval proposed by JT, Seconded by PW, carried by all.
 - e) Reserves Policy – approval required - No material changes, but a slightly more formal format in line with request from Stewardship.
Query re restricted funds. PJ advised that restricted funds are generally small and include funds for Sunday School, poor of the Parish, and church grounds. Most other funds are unrestricted. The PCC can designate funds to specific projects if required. These can also be undesignated. Requests for funds should be submitted in time for the budget. Building projects are included in the 3-year plan. Our reserve policy talks about minimum levels rather than specifically named pots. Approval proposed by JF and seconded by ND, carried by all.
- 6) Staff Matters
 - a) Staff Review - JS introduced the review paper. The review started prior to the Vicar's notice of retirement so the outcome changed due to the interregnum, as it would not be prudent to recommend any changes to staff structure at this time. Any recommendations regarding staff structure will be on hold until a new incumbent has been chosen.

JS gave thanks to Noel for undertaking much of the work due to unforeseen work commitments that JS had.

He summarised the recommendations for immediate consideration, which included:

1. Staff to develop a vision statement for their own roles which will feed into a 3-year vision statement for the work of the church.
2. Strengthen admin and management procedures by
 - a. Creating a scheme of delegation
 - b. Adding 10 additional hours for admin
 - c. Identify a volunteer Finance Coordinator

d. Improve procedures and people development

The committee were asked to consider who might be suitable for (c).

JS underlined the committee's thanks Fiona, our volunteer bookkeeper, who does a great job.

Pj advised that a new accounts system will be live by 1st January – a highly recommended and simpler system that should significantly improve efficiency and save considerable time.

JS added that this review was a good and positive process to conduct and hugely encouraging.

Item 1. will build on our vision of 'new life full life', supported by the PCC and informed by staff members. GM added that the staff team felt the process was helpful to clarify what's been achieved and where we want to move towards in the future.

The committee were asked to approve the 10 additional hours for admin. PJ advised that this might only need to be for a fixed-term period. General approval given.

b) Trainee (part-time) – proposal (see paper) ML - opportunity to invest in a trainee, potentially initially for a term, before expanding if positive to a year maximum. ML provided an overview of the benefits of having a trainee, who would be enrolled on a training course, which would work best when allied to practical application.

ML estimated he would allow around 1 hour per week for mentoring but would gain time through delegating some tasks.

Discussions covered the need to support the trainee as a new Christian, the range and breadth of the remit, the need to look at the language /terminology used, and to protect the role and value of our volunteers within the context of the trainee's potential role.

ML to modify the proposal to widen the role, but with these changes applied the Committee carried the proposal unanimously.

KL advised this is a suitable project for a grant - ML to contact our volunteer bid writer.

7) Sub-committees

- a) Terms of Reference – **reminder for each sub-committee to approve, and come back to next PCC**
- b) S&F – PJ (minutes circulated) Approved
- c) BMG – PW (minutes circulated) KL - roof investigation by specialist company - found unexpected moisture trapped in the North aisle roof. BMG to provide further report. PW proposed acceptance of the minutes, AF seconded, all carried. Approved
- d) GAT – DM (no meeting) At next meeting will allocate funding to partners for next half of the year. One or two may require significantly more than previously anticipated due to unforeseen circumstances.
- e) Y&C – ML (no meeting)
- f) Pre-School (minutes circulated) - PJ will be joining the committee in September. KM to Chair following PB's retirement. SH has asked that the Preschool Committee refer to The Lantern's Preschool Constitution and Charity Commission website for guidance when considering our own.
- g) Deanery Synod Report (minutes circulated) - Interesting to have some Diocese figures and to meet the new finance person who feels like a breath of fresh air.
- h) Health & Safety – nothing to report.
- i) External activities to approve:
 - i) Tots & Toys outing 21/7 at By the Way Park - Approved
 - ii) Kids Venture off-site event on 30/7 around Wimborne - Approved
- j) Safeguarding Matters
 - i) Report and Action Plan from our Safeguarding Officers (circulated) **PJ will report next time after meeting to focus on the action plan with our SOs. PCC approved item 8b**
 - ii) Any concerns to report - AF asked about SOUL, the new youth group - is it SJW responsibility, where does it meet, is there a framework/ToR? SOUL does sometimes meet at Streetlight and in future possibly at Churchill Road so this should be an external activity to approve - PCC gave approval.

iii) Safeguarding courses: <https://safeguardingtraining.cofeportal.org/login/index.php> PLEASE
UNDERTAKE IF YOU HAVEN'T ALREADY

8) Any Other Business

SH - Kev Metcalfe (KM) has approached the wardens to exercise his right, as a licensed lay worker, to join the PCC without election. This was a surprise as Kev has been a licensed lay worker for 12 years. The diocese has been contacted to clarify conflicting advice. KM was asked not to attend this evening whilst query in process.

SH ask for any questions: JS asked why Kev should want to join now (i.e. in the middle of the parochial year and part-way into the interregnum process). **SH will enquire**.

The committee were reminded that under conflict-of-interest rules staff members would be asked to leave the room when staffing matters are discussed. Likewise, ML would leave the meeting during interregnum discussions.

ML left the meeting.

9) Section 11 items (for initial discussion only)

a) Vicarage (see paper, previously circulated) - PCC had a discussion and agreed that we do not recommend sale of the vicarage. The PCC are minded to retain the vicarage but acutely aware that significant work is needed to meet the current requirements of a new vicar; there is merit in discussion with the diocese regarding work to be done to improve the property prior to rental and/or new incumbent. All agreed.

b) Advertising method - General consensus to advertise as opposed to the head-hunting method.

c) Alternative episcopal oversight:

The wardens are proposing to maintain our position on alternative episcopal oversight. The minutes of the meeting (28.3.22) at which the resolution was passed previously were attached for reference.

SH explained the context: Current resolution safeguards ML's position, gives us access to a bishop who is orthodox on sexuality, and the soft advice from our patron is that the current wording is fit for purpose.

Janine requested that we ensure that we say this is the *current* position in the parish profile, thus not excluded from potential future conversations with a new incumbent.

d) Parish Reps - Nigel and Stuart willing to stand if PCC agree to this. There is a thought to have a third parish rep with Dick Farr confirming that this is possible, and potentially some wisdom in having a female representative. JT asked if PJ would be willing. PJ advised that she would if it is God's calling and the PCC support the notion.

The process for this would be to prayerfully consider over the summer for discussion in early September and decision at the Section 11 meeting.

e) Parish Profile (see latest draft and note) - Thanks to the working group for compiling the draft. Some initial thoughts included:

- Janine - feels that prayer is a weakness for SJW so wants prayer as an aspect in the person spec.

- Challenges - growing the prayer life of the church, and greater awareness of the Holy Spirit as the power presence in daily life.

- Welcome to St John's section - can we add 'word & spirit' to line of medium-sized church

- Health hope and healing services, and prayer ministry offered after services.

- Nurturing church family members from new Christian belief through maturing them into discipleship.

Other feedback to come via email to Paula, cc'd to PCC members to avoid duplication and have the opportunity to respond if in disagreement.

The Profile will be the one of the main points on the agenda in the extra September meeting.

We will be able to revisit all these points, and more, in the September meeting as required.

Next (extra) meeting confirmed for: Monday 1st September at 7.30pm in the Conservatory.

Future scheduled meetings: 29 Sep, 24 Nov