



Church of the Holy Saviour, Tynemouth Priory

Minutes of the PCC Meeting held on Tuesday 23 July 2019

Present: Steve Dixon, Vicar and Chair (SD); Malcolm Railton (MR), Curate; David Bilton (DB) Churchwarden; Janice Torpy (JT) Churchwarden; Michael Bayley (MB); Karen Bilton (KB) Treasurer; Linda Benneworth (LB); Rob Blake (RB); Julian Brown (JB); Ian Buxton (IB); Dan Entwisle (DE); Liz Parr (LP); Liz Shipway (LS).

Stuart Crozier (SC) – Minute taker.

Item	Subject	Action
1.	Welcome & Opening Prayer: SD led the meeting in prayer.	
2.	Apologies: Debbie Baird, Chris Benneworth, John Pearce, Gerald Keeling and Gareth Ruddle.	
3.	Minutes: In respect of the minutes of the previous PCC meeting held on 17 June 2019, SC is the Minute taker not the Secretary. With that one minor amendment they were then accepted as a true and correct record.	
5.	<p>Matters Arising:</p> <ul style="list-style-type: none"> o JB remains in the process of sourcing a suitable garden seat for the church grounds in memory of Elizabeth Brown. o SC reported that the Scout and Guide HQ Trustees had asked for a copy of the original lease regarding the hut's rent. He does not have a copy in the office. o DB reported the asbestos survey quotation was £250 + VAT. On that basis PCC agreed Rutters were to be instructed to carry out the survey out. o Badges for sides people etc – are now in use. There followed a discussion as to Church terms, and a glossary / jargon buster was proposed for insertion in the Parish News. 	<p>On going - JB</p> <p><u>Post note:</u> Samples taken 6/8. Report to follow.</p> <p>SC to progress</p>
6.	Vicar's Report: SD had circulated his report prior to the meeting. KB requested that replacement green server's girdles be considered as well.	
7.	Churchwardens' Report: A report from the Churchwardens had been circulated prior to the meeting. DB confirmed that porch works would commence on 16 Sept and be complete by 17 Oct. As regards the rejected application to trim the trees, DB suggested that complaints from neighbours as to the overhanging might assist the cause.	
8.	<p>Planning Ahead:</p> <ul style="list-style-type: none"> o Vision statement. After discussion, PCC agreed by a majority (9) to substitute 'caring' for 'friendly', approving the amended statement. o An Away Day on Saturday 19 October 2019 has since been booked at the Stable Room in Mitford. PCC agreed that an all-day rate of £40 be approved to secure the booking. <u>Post note:</u> cheque/form sent 31/7. 	<p>SD</p> <p>PCC to note Away day date</p>
9.	<p>Standing Items:</p> <ul style="list-style-type: none"> o Finance. KB had circulated the June accounts to PCC members. She voiced concern as to the drop in hall lettings. SC reported that he was facilitating viewings by potential hirers. The front looks very untidy and off putting. 	<p><u>Post note:</u> Hall front tidied up by KB 3/8.</p>

	<ul style="list-style-type: none"> o KB stated that cash counts would be put in place next month (Aug). o SD undertook to revise the Cash handling policy in a couple of areas. o IB reported that there had been no meeting with Brewin Dolphin since the last PCC meeting. One has been booked to review the investment portfolio and inform the PCC's meeting in Oct. Current valuation was £331,281. IB advised that any potential draw down on the portfolio should take place as late as possible, and advised that its handling should be a matter for Brewin Dolphin. o Health and Safety – no matters to report. o Fabric / Hall – whilst not strictly related, SC reported that the Manor Road Play group (Mon – Thurs) had ceased from 18 July. This provided for a 2 to 3 hour slot on those mornings for hirings. As regards hiring developments, there is now a Yoga class due to start on Thurs mornings (9.00-11.30) from mid Sept. And another Yoga one on Sun mornings (9.00-10.15). o SD reported that we are still awaiting quotes to revise the heating controls to the Parish Hall. SC reported he would have to get the quotations renewed as, despite viewings back in Feb and Mar, no contractor (of 5) had formally quoted for hall works. o After general discussion SD indicated that the hall costs are revisited over the next 6 months. o Safeguarding – A training session for PCC members had taken place on 18 July. 5 of the PCC had attended and received certificates. LB referred to a booklet (cost 4.99). SC will research this. The Safeguarding Handbook is to be linked on the website with reference to outside agencies. This web page will need to be set up. Lengthy discussion followed as to the requirements of training. SD confirmed Church training is specific and needs to be undertaken in addition to any other safeguarding training (and certification) with other organisations that PCC members had done. o Deanery and Diocesan Synods. JB reported as to both. The main point of note is the potential reduction in stipend clergy across the Diocese and how this would impact on each deanery in terms of parish boundaries. This is directly related to Diocesan work focussing on three stark budget options, with a 3.8% increase to parish share likely to follow. An e-mail (and attachments) setting out the options and background had been circulated to PCC prior to the meeting. 	<p>KB/SC SD</p> <p>IB/Brewin D</p> <p>SC to monitor and progress where possible</p> <p>SC to re-do</p> <p>SC/KB to input</p> <p>SC</p> <p>SC to talk to Margaret G</p> <p>SC to publicise training dates</p>
10.	<p>Correspondence:</p> <ul style="list-style-type: none"> o Manor Road Playgroup's formal notice to quit the hall (after some 30 years) was received on 11 June. SD had expressed his gratitude to them. o Roots subscription (due in Sept). This was considered very good both in terms of content and value, for links to SD's services. SD proposed, DE seconded, and PCC agreed unanimously to an annual subscription of £104. 	<p><u>Post note:</u> cheque and form sent 31/7.</p>
11.	<p>Any Other Business:</p> <ul style="list-style-type: none"> o Malcolm Railton was formally welcomed to PCC. o PCC gave approval for Kalma Baby to hold an anniversary party in the Centre and church grounds. SC would discuss with Sarah (Kalma Baby). 	<p><u>Post note:</u> to be a Sat in Aug (SC)</p>
12.	<p>Dates of Future Meetings: 11 September, 17 October, (Away Day: 19 October) and 2 December 2019 in the Parish Centre at 7.30pm</p>	

	Grace: The meeting concluded with the Grace at 9.05pm.	