

## Minutes of Springfield PCC meeting

20<sup>th</sup> March 2023 7.45pm @ St Paul's Church, Roundshaw

Present:

1. **Welcome** Tim Samuel (Chair), David Atkinson, Peter Devitt, Gill Foulkes, Mel Wynn, Sarah Miller, Dave Foulkes, Kitty Olulari, David Silcock, Grace Davis
2. **Apologies** Alan Brearley, Roger Brodie, Mick Miller

In the absence of Nigel, Dave Foulkes kindly agreed to act as minute taker.  
The meeting was more than quorate as over 1/3 members were present.

3. **Worship** David Atkinson led a time of reflection based on the song "Hallelujah - Our God Reigns".
4. **Notice of AOB** None
5. **Testimonies**  
Council shared stories of how they had seen God at work recently in their lives, particularly in seeing God's work on Roundshaw with examples of lives transformed by His power..
6. **Matters Arising not dealt with elsewhere**
  - i) Minutes from the January meeting accepted by council vote on 05.02.2023
  - ii) PCC worship slots need amending to reflect those who will be in post after the AGM

### 7. Minister's Notices

By sending out pre-reading documents to council, there was a lot less explanation and more time for discussion and questions. The hard work of David and the team to pull these together was acknowledged. There were a few clarifications and discussions as noted:

- a) There is a fresh wave of expectation and hunger for enjoying the presence of God. The sermon series "From the heart" really seemed to have ignited something fresh for our Sunday services and the "Meal and Meditation" continued to be an encouraging space for connecting with the Roundshaw community.
- b) The value of being in a group was a message being promoted on Sunday mornings and group leaders were being encouraged to invite people directly. One option being discussed was to "plant" a few people out of existing groups to start a new one, rather than splitting groups into two and risking disruption/loss of the existing group's identity. Newcomers in the church would be welcome to get involved in various ways while ensuring we maintain the integrity of our safeguarding policies.
- c) The Youth Hangout, for Year 5-Year 9 on Friday afternoons, has taken off wonderfully with 20 young people attending, many of whom have local connections. Good links have been established with *Family Hubs* who were in charge of the Youth Zone at the Phoenix Centre. The Youth Zone has been repainted with new sofas and

table tennis and there is no charge for Springfield to use it because we are not charging attendees.

- d) After some discussion on the interaction between children in Mini Church and the rest of the congregation during the standard Sunday morning services, it was agreed that any noise from Mini Church or from children in the main church was not an issue for Springfield. All interactions are subject to safeguarding and health & safety constraints. Luke has gently reminded the mini church parents and helpers that the door to Mini Church should be closed once the first block of worship had finished.

## **8. Minister Recruitment – Progress Update**

Council welcomed the opening of applications for the new Minister and thanked the sub-group for its incredible efforts and patience. Hard copies of the online profile are available for Church members without access to the internet.

Council noted the key dates in the process which were:

Closing date for applications: Sunday 16th April

Shortlisting date: Tuesday 25th April

Church and Area Visit Day: 23rd May

Interviews: 24th May

Bishop 1:1 interview : 30th May (by zoom)

It was agreed that it was important to keep the Springfield website up to date which would ensure the Church profile could easily be updated when required.

The meeting paused at this point to pray for the appointment process for the new Minister and that those whom God is leading towards applying for the position, will see the advert and be moved to apply.

## **9. Looking ahead to the AGM**

**a) 2022 Accounts for approval** - Peter Devitt reported that he was hoping to courier the 2022 accounts to the independent Examiners during the week for them to check. Springfield's payments and receipts are all up to date. Once the accounts have been examined they will be returned to Springfield for PCC to approve in an on-line vote and to be signed off by one of the Trustees prior to being presented at the AGM for information. There are currently three Trustees - Tim Samuel, Melissa Chukwukelu and Dave Foulkes. Once Melissa stands down as Treasurer, we will be one Trustee short of the required number.

There were no anticipated issues in submitting the accounts to Companies House and the Charity Commission to meet their deadlines.

PCC did not have a current update on income and expenditure for this year due to the need to finalise the end of year accounts. Peter therefore distributed a high level summary of the church's cash position for March 2023.

Regular giving for January and February 2023 was £10,478 and £10,110 respectively,

compared to the monthly average of £11,496 in 2022. However there had been a significant one-off gift of £30k.

Peter will continue to consult with the donor on how to use the money donated which would then be discussed by Standing Committee and decided by PCC.

Council recorded its gratitude to Peter for shouldering the burden of managing the financial life of Springfield during his time as Deputy Treasurer, going way beyond the call of duty.

**b) Finance Team members** - as Melissa and Peter were stepping down at the next AGM, Springfield was in need of a new Treasurer and, depending on the capacity of that individual, a possible Deputy Treasurer. A number of people were being approached.

A new accounting software package would assist Angela Baker in coming up to speed on the monthly book-keeping and expense processing.

**c) New PCC members** - Council noted that the following PCC members were due to finish their term on PCC at the next AGM:

Mick Miller

Gill Foulkes

David Silcock

Alan Brearley

It was agreed to check the rules on maximum length of service on PCC should any of the four above wish to stand for re-election.

In addition to the four vacancies listed above, Springfield was seeking:

- a Warden (where discussions were taking place with one individual)
- a Treasurer ((see 9 (b) above)
- a further three Deanery Synod representatives to join with the current representative Dave Foulkes. There was some uncertainty on whether Dave's term of office on Deanery Synod was coming to an end but it was agreed he should be re-appointed.

Dave Foulkes as Springfield Deanery Synod representative:

nominated Tim Samuel seconded Kitty Olulari. Nem con

Kitty expressed an interest in serving on Deanery Synod.

Members of PCC were asked to initiate conversations with anyone within the church who might be interested in serving on PCC.

The meeting paused for a prayer of thanks for the service of those who were stepping down and to pray for members of Springfield to come forward to fill the vacancies.

## **10. Policy updates**

The following policies had been reviewed and updated by Sarah Miller. Council was asked to adopt these policies for a further year until the next review in March 2024.

1. 2023 The Code of Safer Working Practice
2. 2023 Springfield Church Safeguarding Policy
3. 2023 Safeguarding children Policy
4. 2023 Vulnerable adults Policy
5. 2023 Domestic abuse Policy
6. 2023 Church Safeguarding Officer Role
7. 2023 Health and Safety Policy (updated to reflect Springfield use of St Paul's and other venues and to include dog guidance and fire exits.)
8. 2023 PCC Serious Incident reporting
9. 2023 Complaints and Grievance Procedure
10. 2023 Supervision of Offenders and those who pose risk
11. 2023 Allegations and Concerns Policy
12. 2023 Disciplinary Procedure
13. 2023 Safer Recruitment Policy
14. 2023 Lone Worker Guidelines (updated to reflect the different venues used by Springfield)
15. 2023 Confidential Declaration (For Safer Recruitment)

The adoption of the above policies was proposed by Kitty Olulari and seconded by Tim Samuel, nem con.

Council recorded its thanks to Sarah Miller for her work in reviewing and updating the policies.

#### **11. Heads up about Springfield Bishop's Mission Order (BMO) and Extra Parochial Place (EPP)**

Council was reminded that Springfield operates as an EPP but also has/had a BMO for the Roundshaw Parish. It is the latter that we are currently relying upon for the majority of our life and mission, but the EPP remains the main "governing document" for Springfield.

The Diocese wished to float the idea of moving Springfield to a BMO which would cover Roundshaw and the wider Wallington area to safeguard the church's mission in the future. The decision on whether to move Springfield to a BMO would be for PCC to take at a later date. Council was presented with a table of comparison as to how a BMO and an EPP work. The (hypothetical) concern is that a BMO could be revoked by the Bishop at any time in the future and although this was a very unlikely scenario, it was not something to rush into. The early thinking is to retain the EPP with some additional form of BMO documents supplementing this.

#### **12. Safeguarding Update**

Sarah Miller reported that Emma Sachdeva had passed through the Safer Recruitment process and that Gina Smedley has signed a volunteer agreement for her role on the Life Skills course.

**13. AOB** There was no other business.

**14. Closing Prayer**

Dates of future meetings:	
May 21 <sup>st</sup> AGM	
May 22 <sup>nd</sup> PCC	Worship
July 17 PCC	Worship
Sep 25 PCC	
Nov 20 PCC	