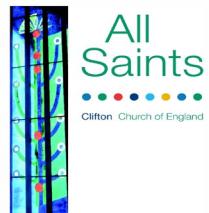


PCC Meeting 21 October 2025 at 7pm in the Sacristy

Present: Fr Charles Sutton, Fr Paul Hawkins, Vicky Gordon, Martin Robinson, Annette Young, Georgina Harford, Ruth Baker, Paul Gale, Mary Benton, Liz Badman, Karen Haigh, Helen Clifton, Elizabeth Thomas, Brendan Biggs, Sue Perry, Janice Callow.

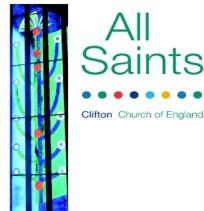
	Agenda Item	Notes	Action Required	
			By whom	By when
1	Apologies for Absence	John Davenport, Brendan Biggs (late arrival from Crown Nominations Commission.		
2	Prayers			
3	Conflict of Interests	None declared		
4	Updates from CW <ul style="list-style-type: none">■ Atrium Project■ Work Schedule■ Triennial Inspection	<p>Triennial Inspection: took place on Monday 19 October. Archdeacons' office was in touch to say the officers are excellent and ASC is a well-organised and managed church. Thanks to CWs and Wendy (who came in on Monday and Saturday outside her working hours). Vicky proposed an M&S voucher for WM as thanks.</p> <p>Works and atrium: CWs are meeting with QS and Marcus (architect) on Thursday 23 October.</p> <p>To secure the Faculty for the Atrium Development the PCC were asked (on 19 September 2025) to vote on the following proposal:</p> <p><i>The PCC having in February 2025</i></p> <p><i>(1) received a quantity surveyor's report on the anticipated cost of the atrium project ('the project')</i></p>	VG JC	



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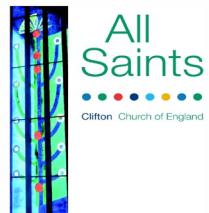
		<p>(2) noted the anticipated cost of £1,607,842 (including VAT and for projected inflation in 2025) after allowing for savings arising from omissions in the scope of works; and</p> <p>(3) agreed to a budget for professional fees to progress the application for a faculty, to secure tenders for the proposed works and thereafter to obtain a tender report from its QS/architect identifying an up-to-date estimate of the likely cost of the project</p> <p><i>it is resolved that the work at (3) above proceed to the completion of the tendering process/a tender report with a final decision on the project made as soon as possible after the tender report is available.</i></p> <p>This was approved on 23 September (12 in favour, 1 against and 1 abstention)</p> <p>No questions were raised relating to the Schedule of Work. Though there was a request for the document to be recirculated.</p>		
5	Finance Update <ul style="list-style-type: none">▪ Parish Share▪ WM Salary▪ Charitable Giving▪ Sudanese Students	<p>Parish Share:</p> <p>Karen: The Diocesan Board of Finance has recognised that the ASC Endowment Trustees provide accommodation for the incumbent. Consequently, our Parish share has been reduced. Karen was thanked for her (and Eric's) persistence in pursuing this matter, which has been overlooked by the Diocese for many years.</p> <p>Parish Share request is £76.5k for 2026. We are currently paying 80K, (for comparison we paid £70k in 2024). We are being asked to pay more as a 'generous' contribution. Karen feels strongly that we should not do so as we are running a £55,000 deficit. For information, we have transferred £80,000</p>		



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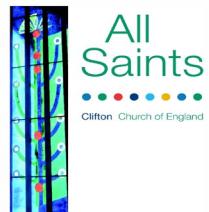
	<p>from reserves to cover the deficit. We will consider paying 'generously' in the future if we find ourselves in a more favourable position.</p> <p>Proposal: (Karen) to pay £76,531, seconded Sue Perry. Passed unanimously.</p> <p>Fr Charles gave background information on what is happening across the Diocese: churches unhappy about prayers for same-sex blessings and female Archbishop are paying Parish Share into the Ephesians Trust, money is trying to be ringfenced and used by parishes of a similar persuasion.</p> <p>Wendy's salary</p> <p>As is customary, this would need to be increased by 3.8% to cover the cost-of-living increase, backdated to July.</p> <p>Proposed Annette, seconded Vicky. Passed unanimously.</p> <p>Review of Wendy's salary Wendy is an extremely valued member of staff who always goes above and beyond, both in administrative and pastoral work. We should consider whether this salary is at the appropriate level. Proposed and agreed that we review Wendy's salary: Karen, Vicky, Mary to meet to review.</p> <p>Information: Wendy provided temporary, limited support for Abbots Leigh and Leigh Woods, (AL&LW reimburse ASC on an hourly rate). Wendy also works as Deanery Administrator during the tenure of Fr Charles as Area Dean (this is paid for by the diocesan BoF). Wendy is going to take on the Friends Together Café as a volunteer as Helen steps back. We are very grateful to her for taking on this responsibility.</p> <p>Charitable Giving</p>	
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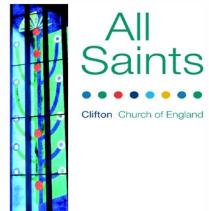
		<p>Some confusion existed as to the amount and focus of our annual charitable giving. In view of this clarity was requested from Karen and Eric.</p> <p>Sudanese students</p> <p>Sudanese students next year's fees need to be paid in January. Church and community Group has raised, or is in prospect of raising, £1,400. Proposal: that the PCC commits to funding the shortfall. Seconded Georgina. Unanimous agreement.</p> <p>The Endowment Trustees will continue to match fund any Harvest contributions until the end of October.</p>		
6	Agreement of Policies <ul style="list-style-type: none">■ Bullying and Harassment■ Charity Investment■ Complaints■ Reserves■ Risk Management■ Serious Incident■ Social Media■ Travel Expenses■ Safeguarding	<p>Charity Commission has required us to have these policies, for the first time. The policies and relevant procedures will be circulated to PCC Members and agreement to each is required by email confirmation.</p> <p>Comments are also welcome.</p> <p>Elizabeth T will review the policy procedures</p> <p>Currently, we review the safeguarding policy annually. This took place and was approved.</p>		



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7	Parish and Deanery update	<p>Parish: Exploring Christianity programme will be commencing in November. The Taizé services are very well supported and receive great feedback. All Saints and All Souls will be combined into Sunday 2 November. ASC Society will provide drinks after Parish Mass on All Saints Day.</p> <p>Deanery: New Priest in Charge appointed at AL&LW, from January. We continue to support the parish until then and also cover their parish administration (until a new Administrator is appointed). Selection process for Christ Church Clifton is underway with interviews in late October. Deanery synod: Presentation on 'outward looking church'. Looking at new ways to engage with people and community, in a 'post-Christendom age'.</p>		
8	Reports: St John's School, Early Worship, Synods, Church and Community group	<p>Brief updates from:</p> <p>Brendan updated us on Vacancy in See is proceeding.</p> <p>Church and Community which meets every six weeks. Regular events are going well. Several attract people who are not worshippers. Next event: Parish Lunch for Christ the King and fund raising for Sudanese students.</p> <p>St John's School. Caroline Davenport retired as Foundation Governor and has been thanked by Diocesan Director of Education and the St John's Governing Body and school SLT.</p> <p>Early Worship brief up-date</p>		



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		<p>Diocesan synod: on 20 September focused on Living in Love and Faith and the Prayers of Love and Faith</p> <p>Whiteladies' Road Act of Remembrance. Plans well developed, more than 150 children will be coming to Remembrance Service on Whiteladies' Road this year. The 'Education Insert' will focus on conflict in Sudan.</p>		
9	Safeguarding, code of conduct, creating a positive culture	<p>Promoting a healthy and safe culture</p> <p>Discussion amongst PCC of the ASC culture – within church and toward community.</p> <p>Do newcomers feel welcome? People do comment on how welcome they feel</p> <p>Do we have enough information about church available? Our booklets and leaflets are a bit tricky for newcomers.</p> <p>Always open!</p> <p>Real strengths in Friends Together and Wendy's ministry to many on the periphery. Sharing the peace at Early Worship.</p> <p>Morning and Evening Prayer: it would be good to have a bigger team to do this. Weds and Friday communicants value the services.</p> <p>Being an inclusive church -people have come because we have this on our website. Strong openness-inclusivity, open church.</p> <p>"This is my place of refuge".</p>		
10	Minutes of Last Meeting	Proposed Sue, Seconded Liz, all in favour.		
11	Standing Committee Minutes	Did not meet, due to clash with Trustees meeting.		
12	Close with Prayer	Liz led us in prayer.		

A handwritten signature in blue ink, appearing to read 'Charles Sutton'.

7 January 2026