

The Parish of Basingstoke Down
PCC Meeting at 13th March 2025
St Mark's Church 7.30pm



Item	Subject	Action
1	<p>Opening Worship Andy led the PCC with a bible reading from Mark 2:14-17, he also read a poem about being “right where we need to be”.</p>	
2	<p>Present, Apologies, Matters Arising from last Meeting (16th January 2025)</p> <p>Present Rev' Nicola Such - Vicar Ex-Officio Chris Welton - Warden Ex-Officio Sue Hooper - Warden Ex-Officio and Elected Deanery Synod representative Clare Nunn - Elected Council Member Jeannette Welton - Elected Council Member Laura Wilkinson - Elected Council Member Dave North - LLM Ex-Officio Hilary Nickell - Elected Council Member Jon Morris - Elected Council Member Andy Briggs - Elected Council Member Ena Bull - Elected Council Member Primrose Gibson - Elected Council Member Jason Nunn - Elected Council Member</p> <p>Apologies Pauline North - Elected Deanery Synod representative Rev' Kim Robins - Associate Minister Ex-Officio</p> <p>Minutes of 16th January Meeting The minutes were agreed as an accurate record.</p> <p>Matters Arising Jon to rewrite the safeguarding guidelines for CAP activities as an appendix to PoBD safeguarding policy. Done, circulated, no amendments were received.</p> <p>Dave to investigate PoBD email address usage. Done.</p> <p>Community defibrillator application update. Laura has liaised with the Prem Com and Church Wardens regarding the logistics for installing the defibrillator. After hitting no obstacles, and aware that the deadline was 28th, Laura applied for the opportunity to get a community defibrillator installed. Laura received an email to say that our application has been unsuccessful. Done. PCC would like to investigate the cost of self funding.</p>	LW

	<p>Nicola investigated the PoBD email usage by under 16s, liaised with the safeguarding team at the diocese for guidance. Guidance was sent out by email to the PCC. No amendments received.</p> <p>Jon agreed to draft an updated version of the Information Security policy, Done. see agenda item 5.</p>	
3	<p>Tracy's presentation about her courses</p> <p>Tracy would like to re-pursue LLM training, Bishop David recommended completing some BCM courses before commencing her LLM training.</p> <ul style="list-style-type: none"> ● BCM beyond church walls. Exploring outreach mission, and assumptions we make about people before we talk to them, gaining skills about actively listening. ● BCM pastoral care. One module was on how people have differing definitions of a "good death" and supporting children with bereavements. <p>After Easter Tracy will start an LLM module, unsure which at the moment. Tracy feels a great calling to pursue the LMM course and feels her relationship with God has deepened since starting her courses.</p> <p>Clare asked about juggling childcare responsibilities, and Tracy made the PCC aware that only 1st and last sessions are in person, all others are online, which helps significantly.</p>	
4	<p>Away day - follow up</p> <p>Nicola wanted to keep the momentum from the PCC away day going, we got into small groups to discuss;</p> <ul style="list-style-type: none"> ● What can we do to encourage that growth? <ul style="list-style-type: none"> ● Cultivating the good soil of our culture - Confident to our welcome, encouraging people in our journey with Jesus. ● Giving people confidence to live out their faith - nurturing people's faith with courses, growing a church family which is more cohesive, less cliquey, involving new members in a warm welcoming environment. ● Growing new leaders. - Ask people directly, give them an opportunity to try out a task before signing up full time. Have informal, regular, discussions to work out people's strong points. Instil confidence in people to try new jobs. ● What are barriers to our growth? <ul style="list-style-type: none"> ● Communication - More intentional praying for activities. Change our thinking around church just being about Sunday services, expand to community outreach events. Time in the service for championing everyday life conversations about our faith and maybe get the congregation to pray about conversations we have had at our outreach, community events. ● Capacity to be present in our growing new-build community - being flexible in moving events into the new communities, investigating outside person (pioneer minister) to aid with growing in the new communities. <p>Nicola will correlate ideas and organise further discussions/action plan at next PCC meeting.</p>	NS
5	<p>Finance update</p> <p>The year end accounts and independent examiners report were circulated before the meeting.</p>	

	<p>PCC formally approved the accounts. The PCC has also agreed to use the same independent examiner for next year too.</p> <p>Legacy update - a former member of the congregation has bequeathed a sum of money to the church in her will, Chris is anticipating this is be paid out within the next 3 months.</p>	
6	<p>Information security policy update The updated security policy was circulated to the PCC before the meeting. Questions were asked from members regarding using role based email addresses for church business. The PCC approved the policy.</p> <p>Jon to organise an implementation plan for the role based email.</p>	JM
7	<p>Electoral roll officer Jon is happy to complete the electoral roll officer until the APCM due to the recent death of our current officer. The PCC approves this appointment.</p> <p>Jon made the PCC aware that it needs to appoint a new electoral roll officer at the next APCM. The PCC were asked to pray about who would be suited to this role. Andy asked about what the job involves, Jon to advise on what the role requires.</p>	ALL
8	<p>APCM prep and PCC membership PCC members at end of term - Ena Bull, Jason Nunn, Primrose Gibson. The PCC thanks them for the dedication to the role and hopes they will stand for re-election. Jon informed the PCC that there are an additional 3 vacancies for the PCC. The PCC was asked to pray for new members to join the PCC as well as the above members choosing re-election.</p> <p>The APCM prep is in full swing, with Jon organising contributions to the report currently.</p>	ALL
9	<p>Support for Kim Pat Palmer is currently helping with Immanuel services. Kim's current plan is to return to the admin role before recommencing other roles within the church. The PCC expressed their gratitude for Sarah supporting the office and administrator workload. After a discussion the PCC approves Sarah to have time in-lieu as compensation, with the stipulations that this lieu time should not be taken during Nicola's extended study leave.</p>	
10	<p>STANDING AGENDA</p> <p>Safeguarding The safeguarding action plan was circulated to the PCC before the meeting and was approved by the PCC.</p>	

	<p>The PCC would like to thank all the safeguarding team for the comprehensive plan produced. There is one safeguarding concern which is being dealt with currently, with support from the diocese.</p> <p>Risk Assessments Risk assessments that need to be review:</p> <ul style="list-style-type: none"> ● Dashwood - 21st May ● God's gifts - 21st May ● Tea@2 21st May <p>Nicola to chase the leaders to complete risk assessments.</p> <p>Policy Updates Expenses policy will be reviewed at the next finance meeting. Safeguarding and domestic abuse policy reviews are due in April.</p> <p>Volunteer to lead worship at next PCC Meeting Laura volunteers for the April meeting.</p>	<p>NS</p> <p>LW</p>
<p>11</p>	<p>Minutes of Committee Meetings</p> <ul style="list-style-type: none"> ○ CYPS – No meeting since the last PCC meeting ○ Deanery Synod – No meeting since the last PCC meeting ○ Finance Committee – No meeting since the last PCC meeting ○ Ministries Committee – 20th January 2025 - Jon enquired if the congregation are listening to the songs from the playlist before they are being sung on Sunday, a suggestion was made to add a notice to the newsletter to make the congregation aware of the upcoming songs the music group will be singing. Jon to liaise with the office to add notice to the newsletter. ○ Missions Committee – No meeting since the last PCC meeting ○ Premises Committee – 23rd January 2025 	<p>JM</p>
<p>12</p>	<p>Any Other Business</p> <p>Back up people for google (email) and onedrive. Jon stated that this is an ongoing project.</p>	<p>JM</p>

Meeting was finished at 9.30pm.

Dates of next meetings (typically 2nd Thursday of each month, starting at 19:30)

2025 3-Apr PCC at St Mark's