**POTR Parochial Church Council meeting**

11th July 2023

6.30-8.00pm, All Saints Church Hall

Followed by a drink at The George for those who can.

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| **No.** | **Item** | **Attachment** | **Lead** | **Time** |
| 1 | Open with prayer |  |  | 6.30pm |
| 2 | Apologies + Declarations of Interest |  | Sue Hubbard |  |
| 3 | Minutes of last meeting | 1 | Rev Andrew | 6.35pm |
| 4 | Matters arising not otherwise on the agenda:   * Declaration of interest / Trustee suitability forms * Busy Bees contract * Admin Review * School governors * Charitable giving – identifying charities * Living in Love + Faith update | 2  3 | Rev Andrew  Matthew B  Rev Andrew  “  “ | 6.40pm |
| 5 | Highlight item (a space for an issue identified as needing special attention)  Risk Register – to discuss attached Draft and identify risk areas and actions to mitigate those risks. | 4 | Helen | 6.50 |
| 6 | Exec Committee (issues and minutes of last meeting for info)   * Minutes for info * PAT testing |  | John Vivian | 7.00 |
| 7 | Fabric Committees (issues and minutes of last meeting for info)   * St Lawrence   + Forming of Fabric Committee * Holyrood   + Minutes of 20th June for info * All Saints * St Peters | 5 |  | 7.05 |
| 8 | Worship + Spiritual life (issues and minutes of last meeting for info)   * Sidespeople list |  | Rev Andrew | 7.15 |
| 9 | Looking Forward Recommendations  ( 1 set of recommendation at alternate meetings)  Growing Community | 6 | Rev Andrew | 7.20 |
| 10 | Finance + Admin (issues and minutes of last meeting for info)   * Current budget position * Policies table (standing item) * Draft POTR “Basis for governance / structure” * GDPR policy update * ? Health + Safety policy * Minutes of last meeting for info only | 7  8  9 | Helen Walters / Treasurer  Matthew B | 7.30 |
| 11 | Communities and Outreach (issues and minutes of last meeting for info)   * Church away day * Minutes for info | 10 | Robin Kemp | 7.40 |
| 12 | Children, Youth + Families Committee  (issues and minutes of last meeting for info)   * Communication Policy for Youth Ministry” policy for review / approval | 11 | Robin Kemp | 7.45 |
| 13 | Staff + Volunteers Committee  (issues and minutes of last meeting for info)   * Update on formation |  | Matthew Baylis | 7.50 |
| 14 | Deanery Synod   * Karamoja * Date of next meeting: 19th Oct, 19th Feb, 26th June, 24th Oct (venues tbc) * Minutes of last meeting (if available) |  | Derek / Keith | 7.55 |
| 15 | Safeguarding  (standing issue in case needed)   * Training link * Safeguarding information in church buildings |  | Rev Andrew | 8.00 |
| 16 | Items for next agenda |  |  | 8.05pm |
| 17 | Dates of next meetings  (2nd Tuesday of every month except Aug + Dec)  12th September, 6.30pm |  |  | 8.10pm |
| 18 | Close in prayer |  |  | 8.15pm |