**POTR Parochial Church Council meeting**

Tuesday 14th May 2024

6.30-8.45pm, All Saints Church Hall

[**Join the meeting now**](https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2UyZTIyOTEtYzljYy00YjVjLWIyZDAtNTIzYzVmMjFlMmE3%40thread.v2/0?context=%7b%22Tid%22%3a%224a5378f9-29f4-4d3e-be89-669d03ada9d8%22%2c%22Oid%22%3a%22d1b43ab2-d791-4173-affa-fd0eb9910baf%22%7d)

Meeting ID: 311 146 788 810 Passcode: m6kw92

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| **No.** | **Item** | **Attachment** | **Lead** | **Time** |
| 1 | Open with prayer |  | Andrew | 6.30pm |
| 2 | Apologies + Declarations of Interest |  | Andrew | 6.35pm |
| 3 | Minutes of March PCC | 1 | Andrew | 6.40pm |
| 4 | Matters arising not otherwise on the agenda   * Union of Benefices * Sharing All Saints with Butts Church * Meter readings |  | Andrew | 6.45pm |
| 5 | Exec Committee  (issues and minutes of last meeting for info)   * Minutes of April meeting | 2 | Andrew | 6.55pm |
| 6 | APCM   * Arrangements (time / venue) * Churchwarden for St Lawrence |  | Andrew | 7.00pm |
| 7 | Admin Review   * Job descriptions * Pay rise * Terriers + Log books | 3 | Andrew / Matthew | 7.10pm |
| 8 | Fabric Committees  (issues and minutes of last meeting for info)   * St Lawrence   + Reordering * Holyrood   + Minutes   + Spending Decision - Boiler * All Saints * St Peters | 4  5, 6 + 7  7a 7b 7c | John / Clive  Helen /Matthew  Angie  Sarah | 7.15pm |
| 9 | Worship + Spiritual life  (issues and minutes of last meeting for info)   * Assist. Vicar starting * Stewardship Campaign * Pastoral Team |  | Rev Andrew  Sarah N | 7.35pm |
| 10 | Finance + Admin  (issues and minutes of last meeting for info)   * Current Budget position * Minutes of last meeting * GDPR actions (see item 9 in Attachment 8) * Reserves Policy for review   Policies table (standing item)  Updates due on:   * + Baptism   + Bellringing (St L and AS)   + Recruitment of ex-offenders | 8  9  10 | Helen Walters / Treasurer | 7.45pm |
| 11 | Communities and Outreach  (issues and minutes of last meeting for info)   * meeting notes * Parish Away Day * Evangelistic Dinner | 11 | Robin Kemp | 7.55pm |
| 12 | Children, Youth + Families Committee  (issues and minutes of last meeting for info)   * Recruitment of Y&C Worker |  | Robin Kemp | 8.05pm |
| 13 | Staff + Volunteers Committee  (issues and minutes of last meeting for info)   * Health + Safety policy * Risk Management * Admin staff pay rates | 12  12a | Matthew Bayliss | 8.10pm |
| 14 | Deanery Synod   * 26th June, 10th Oct, 19th Feb ‘25 | 13 | Derek Gurney | 8.20pm |
| 15 | Items for next agenda: |  | Helen | 8.25pm |
| 16 | Dates of next meetings  (2nd Tuesday of every month except Aug + Dec)   * Exec – Tuesday 11th June, 6pm * PCC - Tuesday 9th July 2024, 6.30pm |  | Helen | 8.30pm |
| 17 | Close in prayer |  |  | 8.35pm |