**Kea Church PCC Standing Committee (SC)**

**Minutes of Meeting held Tuesday 18th April 2017**

**Present:** Marc Baker (chair), Sian Goddard (SG), Jonathan Larkin (JL), Graham Loveland (GL), Alan Stanhope (AS), Jean Stanhope (JS).

**1. Apologies for absence**

None.

**2. Update of actions following the PCC Awayday**

**2.1 “Fit for Purpose Group”.**

Membership of the group: Alan Stanhope (chair), Peter Auguer, Marc Baker, Maureen McNally, Graham Loveland, John Taylor and Peter Short. AS said the purpose of the group was to review why the current PCC is not fit for purpose. He hoped to complete the task with no more than three meetings and then to bring a recommendation to the full PCC.

Key aspirations were seen as:

* To simplify the vicar’s role to allow him to fous on key issues; to make the PCC more efficient without issues dragging on between meetings

To this end key issues were seen as:

* How much to delegate from full PCC to SC as well as to the various Working Groups (WGs) and Leadership Teams (LTs), and with what authority to make decisions.
* For all PCC members to trust those groups with responsibility for an issue and not to feel the need to re-open issues at full PCC meetings.
* For the future, electing members to specific roles on the PCC might be helpful.

MB agreed to locate and circulate the various documents in which WGs and LTs had specified their respective Terms of Reference.

**Action: Marc Baker**

**2.2 WGs and LTs – when to make appointments?**

It was agreed to leave team memberships unchanged for the present and to talk with new members about where they might be willing to serve. Teams and groups are also free to look to co-opt skills they lack, seeking POCC approval.

MB to talk to the new members to ascertain their interests.

**Action: Marc Baker**

**2.3 Staffing Group**

Membership of the group: Sian Goddard (chair), Sue Adams, Marc Baker, Graham Loveland, Richard Card.

SG reported on feedback from PCC members,and from other discussions, which showed:

* Youth Worker. A good understanding of what the role *had* been but differences on what it should comprise in future. Combining Youth and Families was seen as making the role too wide. Opposition to providing accommodation. Should a worker do it all themselves or build a team? Desirable to aim for someone mature and experienced. Part time role seen as an option. MB said we should be willing to wait if necesary to get the right person.
* Operations Manager. A widespread lack of understanding of the role; it needs clarifying to the PCC. The right person could pick up a wide range of activities currently poorly catered for (e.g. the website). Part time an option.
* Associate Minister. Wide recognition of the desirability for another ordained person to assist MB but a lack of clarity over the role and why it would be needed. Unease at the financial implications.
* Financing. There are potentially three posts but only two salaries. Possible ways around this could include: Lower salaries (close to Cornish average) with no provision of accommodation/use of part time staff/recruitment of local people already established in their own accommodation.

SG envisaged presenting the PCC with a range of costed options but was unsure if it would be possible to do this in time for the May PCC meeting.

**3. Bishop’s Conference and Associated Project Plan (10th July)**

MB explained this was part of the AMD process. It would involve a presentation by a team from the church to Bishop Chris of the church’s vision, proposed staff team, plans for co-operation with others, project plans for future developments including who would take the lead where/in what, and a timetble for delivery. The objective would be for the Bishop to agree and therefore “get behind” the plans, possbily also providing Dicoese support and finance, and to institute a means of measuring progress. The process provided an opportunity to get the PCC to agree a timed programme. It needed to provide a view of Kea as a corporate whole, not unduly influenced by one or another congregation or activity.

MB tabled the results from the Awayday’s exercise on priorities (see attached) which included some potential quick wins. MB agreed to

* Pull out priorities for each congregation
* Put a time frame on each item
* Put a name against each item

**Action: Marc Baker**

**4. Joint working with other Anglican Churches in Truro/2014 BMO -Meeting with Bishops 27th April.**

There is a desire to get the BMO established and to work out what to do together and what separately. There is a great willingness to work together.

**5. Support Working Group – Issues to pick up following OM’s departure**

AS identified areas where action is required:

* Areas where there are policies but no procedures, notably finance. AS working with the Treasurer.
* Communication, not least the website. Likely to have to await an OM appointment.
* Risk – PCC responses to be reviewed at the next PCC meeting.
* Data Protection – We are asking for someone on the PCC to fuflil this role.

In the absence of an OM the SC will need to be the “glue” that holds everything together.

**6. Finance Update and Actions**

In the absence of the Treasurer no update was available. Concern was expressed at the absence of financial updates both for the SC and for the full PCC. JL agreed to speak to the Treasurer.

**Action: Jonathan Larkin**

**7. AOB**

7.1 Composition of the SC.

AS queried whether any progress had been made towards finding someone to act as Deputy Warden to JS. MB reported a lack of success so far with possible candidates approached but one possibility remained. The PCC would have to agree any appointment.

**Action: Marc Baker**

**7.2 Minutes of Meetings.**

It was agreed that:

* The SC Minutes should be made available to the full PCC via the website.
* Minutes of SC and PCC meetings would aim to be as brief as possible whilst still providing a record of the context and rationale for decisions made.
* The Secretary would work towards setting up a section on the PCC area of the website that would record decisions/policies/procedures etc. agreed by the PCC and with ongoing significance in order to avoid the need to search through PCC Minutes.

**Action: Graham Loveland**

GWL

19th April 2017