

St. Gabriel's Church, Blackburn

Minutes of the PCC meeting held on Monday 14th September 2026

Present

Joe Harvey (Chair), Ian MacAuslane (Warden), Peter Smith (Warden), Mike Jackman (Secretary), Paul Adnitt, Kathryn Adnitt, Sarah Earnshaw, Carole Scadding, Chris Walker, Hilary Williams

1. Welcome and Prayer:

2. Apologies for Absence: Alison Neilson

3. PCC Tonight: Session Three

Members of the PCC spilt into small groups to consider two questions:

- a) what works well at PCC meetings
- b) what do you find annoying at PCC meetings

There was a lot of positivity about the way meetings are conducted. All groups acknowledged the importance of prayer and that the enthusiasm of people was important. A structure to meetings which is also flexible, listening to people and not being too dogmatic were some of the points made.

The PCC were then asked to look at three more areas – each group was given an area to explore:

- a) making decisions
- b) handling conflict
- c) implementing decisions made

Each reported back and a lengthy discussion followed in which 'communication' was seen as of vital importance. It was felt our social media and emails worked well. With regard to more regular meetings there were seen to be pluses and minuses to this idea. However, special meetings to discuss a single issue were always available. There was a feeling that we could be better at conflict resolution. Some members felt a lack of confidence when dealing with online forms. Although we don't have a specific policy for implementing decisions, we manage to get things done. The implantation of the decision with regard to the new fire doors was actioned by the PCC and IM then acted upon the decision to implement it.

There was a feeling that communication with the congregation could be better. The minutes of PCC meetings are available to the congregation and it was proposed that a hidden page on the website could allow the congregation to access them.

An example of a code of conduct was given by JH.

4. Minutes of the previous meeting (13.07.2026): The minutes were approved.

5. Matters Arising:

- a) The kitchen – IM will discuss this with people in the near future and will be picked up by Standing Committee.
- b) Fire doors – the doors cost a little more than originally planned after opting to use a different supplier. The doors cost £1,100 and the fitting cost a further £500. There are still one or two small items that need to be added.

6. Buildings and Fabric:

- a) IM had fixed a problem with the disabled toilet.
IM had fixed a bolt onto the door into the St. Chad's room.
IM reported that the new chair trolley had made a huge difference to stacking and moving chairs.
A fire risk assessment needs to be done.
JW had renewed the first aid kits.
- b) BfG – PA reported that the organ removal from Church was now awaiting funding for those who are planning to remove it.
PA reported that whilst the local authority were supportive of our plans to rebuild the Church, they had no funds to contribute to the project.
The BfG would meet again on the 29th September to finalise plans.
The money for the plans is being drawn from a £25,000 grant. £6,000 spent on the survey and the remainder for the architect. There has to be a housing project as part of the redevelopment and at some point in the future there must be communication with the local community.

7. Vision Setting:

JH suggested that we need a vision before we produce a mission action plan. It is hoped that this could be done at an away day, probably after Christmas. Dates would be circulated to see which was the most popular. The venue has yet to be decided but would not be Whalley Abbey due to costs.

8. Children & Youth:

JH reported that the mission weekend had been a huge success and everyone agreed. Some 150-200 people came through the door, including over 70 children. There was a good cross-section of the local community which was good to see.

We proved that we are capable of organising such an event and the PCC thanked SH for all her hard work in bringing things together. Thanks also went to SE for being able to provide a number of resources from the Diocese. SE also reported that a number of new families attended 'Marbles'.

9. Finance:

CS provided an update on the financial situation. At the end of August there was £13,900 unrestricted monies in the General Account with an invoice of £1,000 yet to be paid. Restricted Accounts held in the General Account amounted to £41,339 and Designated Accounts £24,210.

It was reported that we are still holding £845 in the General Fund for the upgrade to the Memorial Garden.

The cost of the Fire Doors will be paid out of the St Chad's Fund.

The £2,500 for resourcing the Mission weekend will be taken from the Children and Youth Fund as previously agreed.

Our income remains steady and our spending is being closely monitored.

The Diocese have reduced our Parish Share for the year to £24,000. To date we have paid £10,000 leaving a balance of £14,000. We pay £2,000 per month via standing order and so at the end of the year we will have a balance of £6,000 which equates to the payment holiday we were given at the start of the year. This money may have to be repaid at some point.

Proposal:

We pay £3,000 as an extra payment toward our Parish Share by the end of September and the balance remaining of £3,000 in mid-December in order to clear our account in full.

This proposal was carried unanimously by the PCC.

10. Deanery Synod Report:

KA presented the PCC with a Deanery Synod Report. The next meeting of the Deanery Synod will be on 5th October 2026.

11. Lay Pioneer/Ignite Worker:

The PCC was informed that the Diocese has the finance for 30 parishes to employ a children/youth worker (Ignite Worker). The Diocese would pay the full salary for the first twelve months and then it would taper off over the next five years when the parish would pay the full salary. Grants would be available to help pay for this.

The Lay Pioneer was similar but not children/youth focused and could be hired on a part-time basis.

12. Safeguarding:

PA reported that we are now 98% complacent and hopes this will be 100% by Christmas.

All risk assessments had been completed and were up to date.

There were still some DBS checks to do and some safeguarding training to be completed.

LLM training had been suspended at the moment.

JH would supervise the three people who needed assistance with the online safeguarding training.

The wardens would do their leadership safeguarding in October 2026.

JH reported on a letter that had been received regarding Tiddlywinks with regard to whether the door should be locked or unlocked. This issued has now been resolved.

13. Tea and Coffee

JH proposed that we don't ask for donations for tea and coffee to which the PCC agreed.

There then followed a discussion with regard to improving the standard of coffee that we serve. JH had explored several options and will continue to do so and also speak to AN with regard to financing various options.

14. Any Other Business

IM would talk to Howdens with regard to Kitchen improvements.

15. Closing Prayer – PA closed the meeting with a prayer.