

Minutes of a Meeting of All Saints' Chilton PCC
Held on Tuesday 6th May 2014 at 7.45pm at All Saints' Chilton

(i) Worship

Rev Dr Jonathan Mobey read Psalm 133, which speaks of brothers living in unity, and the blessings this brought to the priest (Aaron). The oil of the Holy Spirit enabled the priesthood. We are now all a royal priesthood, called to teach and lead. As PCC, we are the elected leaders, in particular the churchwardens, and God gives us his Holy Spirit to enable us. The Rector then opened the meeting with prayer.

Present:	Rev Jonathan Mobey (Chairman)	Rev Pam Rolls
	Mr Stuart Gibson	Mrs Naomi Gibson
	Dr Carina Lobley	Mrs Liz Morris
	Mrs Sylvie Thompson	Mrs Hazel King
	Mr Alex Reich	Mrs Carol Pigott (Secretary)
	Mr James Hellem	

2. Apologies for Absence

Apologies had been received from Mrs Helen Brook and Mr John Pigott.

3. Welcome of new members

The Rector welcomed James Hellem and Carina Lobley to the PCC, and thanked them for offering to serve in this way.

4. Minutes of the Last Meeting

The minutes of the previous meeting were accepted as a true record and duly signed.

5. Matters Arising from the Minutes

(i) Children's and Families Worker The Rector gave an up-date on the situation. Fund-raising was still on-going, although the threshold necessary to pursue the project had been reached. The advertisement had been published, committee appointed, and the deadline for applications was set as 21st May. Three applications had been received, with three further enquiries, two of whom had visited. Those shortlisted would be interviewed on Sunday 1st June. The candidates would attend both churches in the morning, be provided with lunch, be interviewed, and conduct a children's activity in the afternoon. The work would be across both parishes, and it might be that they would want to work from All Saints' building. It would be necessary to install a telephone line/internet access, which would be of benefit to us, as well as the CFW. Stuart Gibson would investigate.

(ii) Noticeboard for Chilton Field The Rector reported that Philip Garner was pursuing this, and had obtained the necessary licence from Prosus, the developers. Ralph Starr would make the board, which would hopefully be ready for Christmas. (Although 7th June would be good, for the D-Day Commemorations.)

6. Deanery Synod Representative

We currently have a single vacancy. John Pigott had been re-elected to continue for this triennium. We also have a vacancy on PCC for 1 year, as Alex Reich was now Churchwarden.

7. Election of Officers

Rev Pam Rolls had done stalwart service as Vice Chairman, but was now standing down. The following were prepared to take office.

- (i) Vice Chairman.....Liz Morris
- (ii) Treasurer.....Stuart Gibson
- (iii) Secretary.....Carol Pigott

The above were proposed by the Rector, and accepted unanimously.

8. Election of Committees

- (i) Standing Committee
(Clergy, Churchwardens, Treasurer, Vice-Chair and Secretary)
- (ii) JPCC
(Clergy, Churchwardens, Treasurers and two PCC Reps – Liz Morris and Carol Pigott, elected at the APCM)
- (iii) Finance
(Clergy, Churchwardens, and Treasurer; others are welcome to join)
- (iv) Fabric
(John Berry, Andrew Hayes, John Pigott, Judith Russell and Jeff Stopps. John Berry is agreeable to continue as Chair, although no longer on PCC.)

The above were proposed by the Rector, and accepted unanimously.

In the above committees the new non-stipendiary Curate, Rev Jan Radford, would be included in "Clergy" as she would be licensed to the benefice.

For those considering joining the Finance Committee, there were 4 Stewardship Meetings each year, with a Budget Meeting, held jointly with Harwell, on a Saturday in January.

9. Election of PCC Representatives

- (i) Village Hall Management Committee
There being no-one to fulfil this role, Liz Morris offered to continue as our informal link.
- (ii) Stewardship/Gift Aid Secretary
Stuart Gibson
- (iii) Electoral Roll Officer
Gordon Cowan
- (iv) PCC members as Sidesmen
Mr James Hellem, Mrs Sylvie Thompson, Mr Alex Reich and Mrs Helen Brook were added to the list of sidesmen elected at the APCM.

The above were proposed by the Rector, and accepted unanimously.

10. Appointment of People for Tasks

Naomi presented the up-dated list of volunteers (attached).

At this point, the meeting took a few minutes break, to sample some non-alcoholic wine for Holy Communion. Four wines were tasted, but none had an acceptable taste. Harwell would be sampling the same wines at their PCC the following week.

The Rector proposed reverting to alcoholic wine for Communion, as had been used at Easter, until an acceptable non-alcoholic wine could be found.

12. Heating All Saints' (This item was taken before item 11)
Sylvie Thompson up-dated the meeting on the work of the Heating Committee. Low-mass under-floor heating would be laid on top of the existing tiles, with screed replacement boards or tiles rather than screed. The lowest cost would be about £24,200. This would be for the installation of an UFH system with an electric boiler. The under-floor heating would be in the nave, south aisle and vestry, with radiators in the chancel. The minimum depth would be 12 cm, so there would be either a step down into the kitchen, or the floor would have to slope down from the vestry and through the kitchen. There would be a tiled floor laid on top of the UFH system, and the cost of this, and making good, would be in addition to the installation costs for the system, making a total of approximately £30,000 - £35,000.
Phase 1) would be Under Floor Heating (UFH) with an electric Boiler.
Phase 2) would be the option of adding Solar Photovoltaic Panels (on the South-facing side of the Nave roof, which is hidden by the South Aisle roof) or an Air Source Heat Pump.
CBG consultants recommended Oxford Solar PV, who declined to give a quotation for a grade II listed church and Spirit Solar, who had installed PV Solar panels on a listed church although it took about a year to get authorisation.
The consultants had used our current electricity usage when calculating the running costs of an electric boiler, but this could not be determined precisely, without the use of a very complicated and expensive mathematical model.
Sylvie had contacted other churches, to ascertain their experiences of UFH, and actual running costs.
Chadlington had installed UFH in 2008. This is a bigger church than All Saints'. They had only installed UFH under the pews, (half the church) with additional radiators, and now wished they had done 100% UFH. They maintain a constant 13 deg all year, and switch the radiators on when the church is in use, which is twice a month for services. Their costs are £2,700 pa.
Goring church is used a lot, and keeps their UFH on from mid-September to mid-May, maintaining a constant 21 deg. Costs £3,000 pa.
These churches' experience would indicate our running costs could be half of theirs, at around £1,500 pa. Our current costs are about £750 pa.

There was discussion of the suppliers of electricity, it being noted that there are "Green", ethical, and Christian suppliers.

Also asked was a question about the funding for the three projects we aim to undertake. Should we take on the UFH at the same time as the Path and employing a Children's and Families' Worker?

Pam Rolls responded to this, that the UFH would be covered by the Carterton House Fund; the Path is being "self-funded" by donations and fund-raising events; and the CFW will be funded by pledged giving and the Church Hall Fund.

The next stage would be to obtain a performance specification from CBG consultants, at a cost of £900. With this specification, we need to get quotations from 3 different contractors for the PCC to discuss in July, prior to the DAC meeting on the 21st of July. A Public Notice would need to be put up and the Chancellor would then be asked to grant a Faculty.

The specification would be for an electric boiler, with UFH in the Nave, South Aisle and Vestry, with pipework laid in order to fit radiators in the Chancel later, if needed. Additionally, radiators would be needed in the kitchen and upper room.

The installation should also be done in such a way that we could add PV Solar panels and/or Air Source heat pumps retrospectively.

PCC agreed unanimously to instruct CBG Consultants to provide a performance specification, as above.

11. Committee Reports

- (i) Finance Stuart Gibson had circulated the Statement and Financial Report prior to the meeting. Fees had been received for the hire of the Church by the Council, while the Village Hall was being extended. The Covenant Tax would be recovered imminently.
- (ii) Fabric (Excluding Heating) The Fabric report had been circulated by John Berry. The wet rot in the noticeboard, mentioned in the report, referred to the noticeboard by the lychgate. PCC requested the cost of the lightning conductor inspection, before making a decision regarding this. PCC secretary would ask for this in time for the next meeting. PCC would make a decision at the July meeting, regarding the replacement or repair of the font heater. There had been a question at the APCM regarding the co-ordination of the work on the UFH and the new path. PCC discussed this, and agreed that Dr Berry should be asked to proceed with the path project, as the resin-bonded surface was deemed to be robust, and, in any case, a caveat should be placed on the UFH installers that the new path should not be damaged.
- (iii) Youth Report Naomi Gibson reported that the children's groups were no longer running on 4th Sundays. These were now "Service of the Word" and the children would stay in church for them. There was as yet no replacement for Naomi on the rota to lead the children's groups on Sundays, but it was hoped that the arrival of the new CFW would stir up a response.
- (iv) Pastoral Care Pam Rolls reported that Age UK had been highlighting loneliness in older people. She and Mrs Audrey Slater were up-to-date on these developments, and intended to ensure that the Harwell Pastoral Care Team was also aware of Age UK.

13. Deanery Synod Report

The Rector reported that there was to be an extraordinary meeting of incumbents and treasurers in this current year, as some benefices have indicated that they are unable to pay their Parish Share. Rev Mark Bodeker is to be curate on the Great Western Estate, under Bishop Colin. Carol would circulate the Rector's resume of the PCC Awayday, when the paper "From Anecdote to Evidence" from the Deanery had been considered, for PCC members' information.

14. Review of Easter

Easter Services had followed the same pattern as before, with the Maundy Thursday Service at Harwell this year (including the washing of feet). The Good Friday Walk had started from Chilton Field this year. Some people had been upset that things had changed, and there had not been sufficient information given out. Alex Reich asked if the walk with the cross could occur after the 9.30 service on Good Friday. At this later time, people might actually notice the walk and it could become much more an act of witness and outreach, showing and telling why Good Friday is more than just a Bank Holiday. In addition to the singing (perhaps with instruments) we could also stop for testimonies, Scripture readings etc. The Saturday evening Vigil Service had gone well, with numbers attending slightly higher than last year.

15. Child Protection Policy
Vicki Luker, of Harwell, is now Safeguarding Officer.
Safeguarding is now dealt with at benefice level.

16. Future Dates

PCC Meeting Dates (Proposed, subject to review)

Tuesday	3rd June	Combined	Chilton
Tuesday	1st July	Individual	Chilton
Tuesday	2nd Sept	Combined	Harwell
Tuesday	7th Oct	Individual	Harwell
Tuesday	4th Nov	Combined	Chilton
Tuesday	6th Jan 2015	Individual	Chilton
Tuesday	3rd Feb	Combined	Harwell
Tuesday	3rd March	Individual	Harwell
Monday (?)	13th April (?)	APCM Chilton	Chilton
Tuesday (?)	14th April (?)	APCM Harwell (?)	Harwell
Tuesday	5th May	Ind. Chilton	Chilton
Tuesday	12th May	Ind. Harwell	Harwell
Tuesday	2nd June	Combined	Chilton

17. Any Other Business

- (i) Village Hall Extension Liz Morris reported that the work was on track, with a decision to be made on the windows by the end of July, and the Hall might be open in September. The Community Room should be open for hire from 1st June.
- (ii) Ownership of Ground outside Humfrey Stevenson Gate Liz had looked at the deeds, and the Parish Council now owns all of the path, "Church Path" which runs from the gate to the car park to Lower Road. Liz also confirmed that the Parish Council owns the muddy patch between the Humfrey Stevenson Gate and the car park, but did not have the funds to surface this at the moment. Hazel King reminded PCC that she had offered some blocks, which would just need someone to lay them. Carol would pass the information on to the Fabric Committee.
- (iii) Amendments to Annual Report for 2013 Carol Pigott had circulated a short paper, (attached) with a few minor corrections to the Annual Report. PCC accepted these changes unanimously.
- (iv) Bell-ringing Simulator Carina Lobleby had submitted a request by letter, for a simulator to be installed. This would be a permanent fixture, and not a cost to All Saints' funds. It would be a useful facility for Chilton Ringers, and would not mean All Saints' becoming a "ringing centre". PCC were unanimously in favour. Stuart Gibson would be involved in the installation.

18. Closing Prayer

The Rector closed the meeting with prayer at 10.30pm

Date of next meeting. Combined PCC Tuesday 3rd June 2013 in Chilton at 7.45pm

.....Chairman

Carol Pigott
(Secretary)

Item 10: Appointment of People for Tasks

Missions and Charities

Christian Aid Reps	Derek Tisdall and Alex Reich
Christian Aid Sale/Coffee Morning	Wives Group
Christian Aid Walk	Pam Rolls
Ride and Stride Co-ordinator	Audrey Slater and Naomi Gibson
Harvest Tea	Naomi Gibson
Christingles	Carol Pigott

Pastoral Care and Outreach

Pastoral Care Team	Audrey Slater
Co-ordinator of Discoverers/Check it out	Ruth Poole
Baptism Follow-up	Sylvie Thompson

Publicity

Broadsheets	Audrey Hayes
Welcome Pack	Comms and Ops Committee
Notice Boards	Carol Pigott (Pam Rolls to assist)

Church and Churchyard Maintenance

Church Locking/Fabric checking	John Pigott
Wedding/Funeral Flowers)
Flower Co-ordinator) Liz Morris
Mothering Sunday Flowers)
Altar Frontals	Dina Tisdall
Linen Care	Audrey Slater
Church Cleaning Rota	Avril Butler
Brass Cleaning	Carol Pigott with Avril Butler
Book of Remembrance	Avril Butler
Tower Captain	Alec Samler, Carina Lobley Assistant
Coffee Purchase	Susan Packer

Rotas

Lessons and Intercessions)
Sidesmen and Sound System)Naomi Gibson
Special Spot)
Coffee Makers)

Amendments to Annual Report for 2013, for Approval at PCC 6th May

Page 1, Co-opted members to read

Mrs Sylvie Thompson 3 years from 2013
(Elected at PCC 7th May, after re-enlisting on Electoral Roll)
Mrs Helen Brook 1 year from 2013

Page 5, Evergreens, to conclude

The group is now in abeyance but could be re-started if needed. The small amount of money left in their funds would be placed in a Restricted Fund, under the control of All Saints', to be made available if a similar group should start up in the future

Page 6, Christmas, to read

...and two Carols by Candlelight services in church. These were one in the afternoon, aimed at families with young children, including contributions from Chilton School; with a more traditional service of readings and carols in the evening. These were in addition to the "Connect Carols", also held in December. Carols were also...

Final Page, 3rd paragraph of Financial Review, to read

...and the outlay on electricity was significantly higher. This was caused by our suppliers erroneously putting us on the wrong tariff when changing our meter. This over-charging would be recouped in 2014.

(The above amendments are intended to clarify the Annual Report)

Carol Pigott
05.05.14