

Minutes of a Meeting of All Saints' Chilton PCC
Held on Tuesday 1st July 2014 at 7.45pm at All Saints' Chilton

1. Worship and Combined Discussion

Rev Dr Jonathan Mobey opened the meeting by reading Psalm 145, v 8 to 14, and prayer.
With both PCCs present, the following items of common interest were discussed:

- Children's and Families Worker. Peter Shields had accepted the offer of the appointment as CFW, and his start date will depend on obtaining accommodation for him, his wife Melanie, and their four children. It was agreed that his contract should start in mid-August if possible, for 3 years, with a 6 month probationary period. He would not need a licence, but there could be a Commissioning Service.
- Funding had reached the "trigger point" in order for the appointment process to be initiated, and between one half to two thirds of the total needed for the 3 years had been raised or promised so far. We need to go on to the next phase of fund raising in the near future.
- Housing for Peter and his family still needed prayer, although there were three possibilities at the moment.
- Commissioning Service would be held for Peter, for the new Curate Jan Radford, and also Rev Pam Rolls, who had completed her curacy, and was to move into her new position, once the formalities had been completed. Jan Radford would also be joining us for her curacy. She will be ordained Deacon on Saturday 5th July at Christchurch Cathedral, and will be licenced to our benefice. She should be asked to make her Declaration of Assent as soon as possible following her ordination. Bishop Colin could be invited to the Commissioning Service. Lizi Bowerman (from Harwell) suggested the first Sunday in September might be a good date for this, as it would be the end of Holiday Club, and so would be a good time to introduce Peter. The service could be followed with a BBQ.
- Ministry and Medicine. Jonathan informed new members of PCC about this, which had been discussed and agreed at previous meetings. Bishop Colin was also happy for Jonathan to work for one day a week in General Practice, to keep his GP registration, and his medical experience current, and also for his own fulfilment. This would start in September, and Jonathan would keep Wednesdays as his day off. An explanatory note would go into the newsheet.
- Carol Service Dates. This decision had been held over from the cancelled Combined PCC, that was to have been held in June. The PCCs agreed to the following dates:
 - * 30th November (Advent Sunday) Toy Services (with Communion)
 - * 7th December Carols at Harwell
 - * 14th December Carols at Chilton
 - * 21st December Connect Christmas Special

It was thought good to keep the current pattern of 4pm informal family-friendly Carol service and 6.30pm formal 'Nine Lessons and Carols'.

At 8.20 pm the PCCs divided into their own meetings, and All Saints' Minutes continue:

Present:

Rev Dr Jonathan Mobey (Chair for items 2,3,4,5(ii) and most of 6)	Mrs Liz Morris (Chair remaining items)
Mrs Naomi Gibson	Mr Stuart Gibson
Mr Alex Reich	Rev Pam Rolls
Mrs Sylvie Thompson	Dr Carina Lobley
Mr James Hellem	Mrs Carol Pigott (Secretary)

2. Apologies for Absence

Apologies had been received from Mrs Hazel King, Mrs Helen Brook, and Mr John Pigott

3. Minutes of the Previous Meeting

These were accepted, with an amendment to item (i) under Any Other Business, re Village hall extension.
To read....decision to be made on the windows *soon* ... (not *...by the end of July*)

4. Matters Arising from the Minutes

- (i) Noticeboard for Chilton Field. This was now completed, and erected. Philip Garner was to fix two small clips to the doors, and ask Philip and Esther Corbishley if they would oversee/edit the contents. The Rector would

write a "Thank You" to Mr Ralph Starr, who had made the noticeboard, and the secretary would do the same for Philip, for initiating the project, and seeing it through to completion.

There followed a general discussion on communications and notices, etc. The recent Flower Festival in Harwell, and imminent Harwell Young Singers concerts (one in Chilton) had not been advertised adequately in Chilton, it was felt. Whilst on the subject of communications, the Rector said that any volunteers for the Comms and Ops Group would be welcome.

(ii) Bell Ringing Simulator. This item was ongoing.

(iii) Installation of Telephone Line. Stuart had investigated this. Installation would be £136, or free, if ordered on-line. Annual line-rental would be about £140, and broadband, if added later, would be at a cheap rate.

PCC approved that Stuart Gibson proceed with ordering the installation of a telephone line, on-line, for free.

Proposed by Carol Pigott, seconded by Carina Lobley, and accepted unanimously.

5. Committee Reports

The following items are minuted in the order in which they were covered in the meeting.

(ii) Fabric. The Fabric Report, and rider requesting decisions from PCC, (both attached) had been received from Dr John Berry, and circulated prior to the meeting. The Standing Committee had agreed, via email, to the inspection of the lightning conductor at a cost of £175 + VAT. Carol enquired if it was necessary to obtain PCC's approval for essential items, such as this. Stuart replied that the agreement of Standing Committee, by email, was sufficient.

PCC were asked to approve, or otherwise, the purchase of a replacement shed at a cost of approximately £500. James knew of a large, decent, shed that was surplus to requirements in the vicinity. He was asked to make enquiries about this, before PCC made a decision.

After discussion about the paths, the following proposal was put to PCC:

Proposal that the Fabric Committee accept Drayton Construction's quote for the two paths as specified, and to ask them to extend the scope of the work to include the path to the Garden of Remembrance, at a price up to £125 per square metre.

The Fabric Committee are further asked to apply for a Faculty for all three paths.

Proposed Rev Pam Rolls, seconded Mrs Carol Pigott, passed unanimously.

PCC also requested Fabric Committee to ask Berinsfield Gardening Services to convert the path to the Middle House gate into a grass path; by leaving the edging in place, removing the pea gravel and replacing this with grass.

6. Heating All Saints'

Sylvie had produced a Report (attached) giving the situation as it stood in June, and this had been circulated prior to the meeting. It is now necessary to have an architectural survey. Philip Waddy (of West Waddy, our Church Architects) says we need more details in the performance specification, as the Design and Build Specification produced by CBG Consultants does not contain every detail needed to be given to contractors for quotes. He had spoken to CBG the day before the PCC meeting, and asked them to convert the specification to be used both for contractors and faculty purposes. The contractor would be required to do the heating calculation, to give the cost of running the system. The type and colour of tiles to complete the finish also needed to be chosen. These could not be too thick, or they would impede the transmission of the heat through them. Other churches had used cream tiles, which gave a lightness to the interior. Clay, ceramic, or porcelain were possible. Liz suggested samples of, say, three tiles could be brought into church to show the congregation. There was also the suggestion of having some coloured tiles included, to form a focal point, but it was felt this could be added later if required.

Philip also requested a small area of chancel floor be excavated, to a depth of 30 cms, beside a wall, to determine what was underneath.

Philip Waddy's fees would be £2,500 +VAT and expenses to produce the architectural specification, up to the point of tender. For administering the contract, with site visits around once a week, would be in the region of £1,500 +VAT and expenses. There is also the possibility that the Construction Design and Management Regulations will apply, if the project takes over 30 days. Appointing a manager for this would cost £900 +VAT and expenses.

Installation costs for underfloor heating at Stadhampton Church, which is similar in size to All Saints', were £50,000. So, with architect's fees, ours would come to about £60,000. The Carterton House Fund is £67,000, and we would be seeking grants.

Stuart expressed concern that, after all this outlay, we should end up with a building that was only in use for an hour a week.

PCC expressed a commitment to optimise the use of the church building in future, looking to improve the flexibility of its use, and to encourage people to consider it as a suitable venue for various weekday purposes.

The following resolutions were passed:

PCC approves the application for a Faculty to expose the sub-base and check the foundations in the Chancel.

Proposed Mrs Naomi Gibson, seconded Alex Reich, passed unanimously.

PCC approves the instruction of Philip Waddy (church architect) to produce detailed drawings and architectural specifications, in order to obtain a Faculty for the underfloor heating project and for the subsequent tendering process.

Proposed Mr Stuart Gibson, seconded Dr Carina Lobley, passed unanimously.

Sylvie was in continuing contact with Natalie Merry, of the DAC.

PCC appreciated all Sylvie has done so far, and asked her to continue with the work towards seeking a faculty.

The Rector left the meeting at 9.55 pm, and Liz Morris took the chair.

5. Committee Reports (cont.)

- (i) Finance. Stuart Gibson had produced the Revenue Account (attached) for the six months, 1st Jan to 30th June, and this had been circulated prior to the meeting. The Parish share and Joint share were up-to-date, but Stuart was slightly concerned about our continuing ability to pay the Parish share, as pledged giving was down by about 10% on last year. Gift Aid was still due.

Alex asked about the impression we might give to others, with the expenditure we are about to undertake on our fabric projects, if we are unable to pay our parish Share in full. Stuart replied that there were designated funds of money which we are to use for these, and these funds may not be used for day-to-day expenses and running costs, such as the Parish Share.

Missions Giving. Rev Pam Rolls had presented the Missions Budget (attached).

The Missions Giving Budget was accepted unanimously.

Proposed Liz Morris, seconded Carol Pigott.

- (iii) Youth Report. Naomi Gibson reported that we needed more help, as Ruth Poole (and her children) were to move away. It was felt that one of Peter Shields' first projects would need to be to look at our children's work, and raise more assistants.

Rev Pam Rolls was encouraged by Y-Club, which currently had 15 regular attendees on Thursdays after school. The Prayer spaces week had just finished, and this had also been rewarding.

- (iv) Pastoral Care Rev Pam Rolls reported that the Pastoral Care Team continued to meet on a 6-weekly basis, and continued their visiting programme. She had been on a course on Dementia Awareness, concerned with working with, and worshipping with, people with dementia. Pam felt she was being moved to work more with older people, (although dementia can also affect younger people, not just the elderly).

7. Deanery Synod report.

There had been no meeting.

8. Harvest and Welcome BBQ Preparations

After discussions, Liz proposed that a Welcome Picnic be organised by Alex Reich, with assistance from Carina and James, on 13th September, from 3.00 to 6.00 pm, by the Community Room on Chilton Field. PCC agreed unanimously.

Last year attendance had been 70 -80, so this year might be upwards of this, towards 200 maybe.

Details would be finalised later, but it was likely that church would be asked to provide the liquid refreshments, and people to bring their own picnic. Games could also be organised.

(James reported that Isis Close were to host a street party on 16th August.)

Harvest Sunday will be 5th October, and it was unanimously agreed to have cream teas in church, as last year, with dry goods going to the Didcot Food Bank, and perishables available for people to take in exchange for donations to Tear Fund. Naomi to organise.

August Cream Teas were discussed, but it was decided not to have this event this year, as there were other events being organised around this time and it was already late to advertise in the broadsheet, etc.

9. Future Dates

PCC Dates had been published in the minutes for 6th May, with the exception of the APCMs.

Monday 13th April 2015 had been suggested as a possible date in that list. Naomi said that the Gibsons would not be available that date, and Carol said that the Pigotts would also be away.

Action: Clergy and Churchwardens to agree the best date for the APCM.

The date for sidesmen's training was yet to be decided. Following the church service on a Sunday would be good, with the training led by Pam and Liz, with possible assistance from Audrey Slater. Naomi to organise.

10. Any Other Business

- (i) Village Hall Up-date. Liz said that the windows were on order, and the whole hall would now have triple-glazed windows.
Snagging would need to be done, with the 1st October a possible re-opening date.
The Community Room was now open and bookable.
- (ii) Christian Aid Representative. Pam reported that Derek Tisdall was standing down as Christian Aid Rep, after many years of stalwart duty. We should need to find a replacement, and Carol would write a Thank You letter from the PCC.

11. Closing Prayer

Rev Pam Rolls closed the meeting with prayer at 10.40 pm.

Date of next meeting. Combined PCC Tuesday 2nd September 2014 in Harwell at 7.45 pm.

.....Chairman

Carol Pigott
(Secretary)