

**Minutes of a Meeting of Harwell PCC  
held on Tuesday 8<sup>th</sup> November at 7.45pm in Harwell Church Extension**

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**Present**

Jean Barton	Clive House	Martin Speed (Secretary)
Kate Evans	Tim Roberts	Chris Stott (Chair)
Sid Gale	Wendy Sinclair	Frances Taylor
Mad Gibson	Clive Silver	Marilyn Thomas
Georgina Greer	Ruth Slattery	Tony Ullmer

**1. Opening**

Chris opened the meeting with a passage from Judges 6, followed by reflection and prayer.

**2. Apologies for absence**

Apologies were received from Rob Thomas and Cath Convery.

**3. Minutes of the last meeting**

The minutes of the meeting on Tuesday 27<sup>th</sup> September 2005 were signed as a correct record.

**4. Matters arising**

a) **Missions display board:** The meeting expressed their thanks to Alan Macarthur for the excellent new display which is now in place.

b) **GB Tree in the churchyard:** This item was carried forward to the next meeting.

**Action:** Ruth to report progress.

c) **Church weekend:** Details of the suggested venues have been passed to Chris. He will follow these up and report back.

**Action:** Chris to progress.

d) **Christmas lunch proposal:** Tim reported that further discussions on the subject had not been able to produce a viable plan that could be implemented in time, and the proposal will not be progressed this year.

e) **Pew sale:** Tim reported that the sale of the Pews would have to be approved by the diocesan board, and that this would involve a notice period of 30 days. However, he reported that Tony Hughes was hopeful that the storage fee for the pews might be waived temporarily.

**Action:** Tim to continue to apply for a faculty to dispose of the items

f) **Application to feast fund for building funding:** the resolution of this item was reported in the previous minutes, and the item remained on the agenda in error.

- g) **Folding machine and Hymn book replacement progress:** Chris reported that the folding machine had been purchased and was to be used for the first time in the current week.
- h) **Nappy issues:** The issues regarding the nappy bin and sourcing an appropriate nappy changing table were carried forward to the next meeting.
- Action:** *Tim* to take up the issue of a 'take your dirty nappies home with you' sign with Jane Wooley, and action if she is in favour. *Mad* to continue to work with the buildings committee to source an appropriate nappy changing table.
- i) **Toy service recipients:** PACT has been chosen as the beneficiary this year.
- j) **Disposal of items in the annex:** Chris is meeting a potential buyer for the piano on Thursday. The speakers will be put onto e-bay.
- Action:** *Chris* to progress and report back.
- k) **Fact sheets and petition against the religious hatred bill:** Chris reported that the items had been put out, and the petition, which had attracted a lot of signatories, was sent to our local MP. A reply has been received endorsing the position expressed in the petition.
- l) **Additional table:** Wendy reported that agreement for the loan of a table from the scouts for use in church had been agreed, and that it would be provided shortly.

## 5. Financial report

Clive H distributed a written financial report. Overall the situation was said to be positive – with the accounts 83% through the year and income at 93% of the budget figure.

The projected end of year deficit remains at £5 thousand, compared with a deficit of £9 thousand that had been budgeted. However, the £2 thousand of the costs of the extension work which were not met by donations would need to be added to the deficit – making a projected overall deficit of £7 thousand at the end of the year.

### Local giving

It was agreed that the £300 not yet distributed from the local giving budget should be allocated as follows:

Families against Drugs (FAD) in Didcot	£100
South and Vale Carers	£100
Little Pippins ('help a village child' scheme)	£100
	<b>£300</b>

### Emergency giving and the equipment request from the Sharlands

The emergency giving budget has £100 that has not yet been allocated.

The meeting agreed that providing the Sharlands with a method of communication (an e-mail link had been proposed) was a high priority for funding, and that it should not be delayed while awaiting the result of an appeal on their behalf. The meeting agreed that funds should be allocated to this immediately.

However there were a number of issues that needed clarification:

- The cost of the equipment has not yet been established. (It was estimated to be around £500, but this was only an estimate.)

- The value of funds already pledged to the appeal was not known. (One estimate was that £280 has been pledged so far.)
- There are unallocated funds in the Missions budget that may be available to the project. (The budget was thought to have included a contribution to Sarah Thomas that was not required.)
- The Sharlands are currently in the UK and will not be returning to Africa until the new year. The urgency was therefore less than might otherwise be the case.

The meeting agreed £300 of funding should be allocated to the Sharlands now. This is to comprise £100 from the emergency giving budget, and 'underwriting' of £200 from the missions budget. If the current estimates of overall cost and of the pledges already made are accurate, then this should mean that the equipment can be provided. This was agreed irrespective of what surplus, if any, was actually found to exist in the missions budget.

**Action:** *Clive H and Tony U:*

- ensure the funds already agreed are made available to the Sharlands,
- to investigate and report back on the under-spend in the Missions budget
- to report back on the sourcing of an appropriate communications device

### **Guide to giving**

It was reported by Clive H that Elizabeth Gill had produced a simple 'guide to giving' to assist members of the church in setting up a planned donations scheme. It was agreed that this would be drawn attention to in notices before the services.

**Action:** *Chris and Jean:* to mention the guide leaflet in notices before services.

## **6. Buildings report**

The buildings report from Tony Hughes was noted.

Three maintenance issues were raised:

1. The heaters had been found to have not switched off automatically (as designed) on at least one occasion.
2. A ceiling light bulb was going. This suggested a much shorter bulb life than had been expected. It was also noted that there was a significant cost to replacement from gaining access (rather than the bulb itself) and so perhaps all the bulbs should be changed at the same time.
3. The organ was reported to have a sticking key.

**Action:** *Buildings committee:* to report back via PCC member or in the next written report.

## **7. Report on the Willow Creek conference at Bracknell**

Sid reported back from the Willow Creek conference at Bracknell attended by himself, Frances and Kate.

He explained that the conference took the form of extracts from a DVD of the 'Leadership Summit' that had taken place in the USA presented on a big screen combined with introductions by live speakers and worship. He felt the two topics that were particularly good were the teaching on leadership (though much of what was said was in line with general 'management theory' it was supported by scripture) and the use they made of drama (though Sid noted that it had to be of exceptional quality to work in the way it did.) He recommended such an event to the PCC members should they have an opportunity to attend a similar one.

The three delegates each picked out one thing they had taken away from the conference. Sid picked out the idea put forward that the leader's state of mind and motivation was often effective when it could be described as reflecting 'holy discontent' which leads to a 'Popeye moment' of

bursting into activity on something that needs to be done. Frances picked out the stewardship message taught from Exodus: the notion that God is looking for people to use. She was impressed by the symbol of Moses’s staff: it was his occupational tool – i.e. our income, assets and influence should all be put to God’s service – and God used (literally) what he happened to have in his hands (his staff became the ‘staff of God’). Kate was impressed by the sports coach illustrations of leadership – the need for the leader to have a clear vision and not be distracted from it.

**8. Future Dates**

3 <sup>nd</sup> December	Children’s Activity Morning (Harwell Church Hall.)
11 <sup>th</sup> December	Carols by candlelight
20 <sup>th</sup> December	Carol singing (Crown, etc.)
24 <sup>th</sup> December	Crib service

**9. Other Business**

- a) **Vote of thanks:** The meeting expressed it’s gratitude to Tim Roberts for the way he has coped with taking on all the Church warden duties single-handedly while Ruth has been unavailable. There was unanimous recognition for the excellent job done in this period. (The meeting also expressed its joy at welcoming Ruth back and passed on its best wishes to Roy.)
- b) **Carol service mince pies:** it was agreed that there should be mince pies and mulled wine provided after the carol service. To achieve this it was requested that all the PCC should each please provide a dozen mince pies, please.

**Action:** **All:** to provide mince pies for the carol service.

- c) **Wider distribution of the PCC minutes:** it was suggested by the secretary that the PCC minutes should be made available by e-mail at the time of first distribution of the draft to anyone in the church who wanted to see them, and that a note offering this should be added to a forthcoming broadsheet. This was agreed.

**Action:** **Martin:** to draft a note for the broadsheet, and to include in the circulation anyone who responded.

- d) **Deanery synod:** it was unanimously agreed that Clive Silver should represent both parishes on the Deanery Pastoral Committee at the end of the month.

**10. Close**

The meeting closed with prayer at 9:10 pm.

**11. Next Meeting**

Tuesday 24<sup>th</sup> January at 7.45 pm in the Church Extension.

..... Chris Stott, chairman

..... Martin Speed, secretary

**PAPERS**

PCC05M5	Minutes of previous meeting
PCCP-M6-01	Financial Report
PCCP-M6-02	Proposal for donations to local caring organisations
PCCP-M6-03	Buildings Report
PCCP-M5-04	Note on the E-mail link for the Sharlands