

Minutes of a Meeting of Harwell PCC

held on Tuesday 23rd January 2007 at 7.45pm in Harwell Church Extension

Present

Kate Evans	Clive House	Martin Speed (Secretary)
Sid Gale	Tim Roberts	Chris Stott (Chair)
Madeleine Gibson	Wendy Sinclair	Frances Taylor
Georgina Greer	Ruth Slatter	Jane Woolley

1. Opening

Chris opened the meeting with a reading from Mark Chapter 11, reflection and prayer.

2. Apologies for absence

Apologies were received from, Stephen Tunstall, Nancy Preston, Cath Convery, Vicky Macarthur and Clive Silver

3. Minutes of the last meeting

The minutes of the meeting on Tuesday 14th November 2006 were signed as a correct record.

4. Matters arising

- a) **Pew sale:** this has been given the go-ahead. Care will be taken to ensure appropriate prices and that the opportunity to bid be given to all. It was agreed that the money raised should go to the Tower fund.

Action: *Tim* to report when completed.

- b) **Church weekend:** Frances reported that David and Jane Stanbury had agreed to lead the Children's group. 78 bookings have been received so far and an information pack has been sent to all who are coming. No young people are attending without a parent or someone acting in that role – so the supervision issues which were raised at the last meeting do not arise.

- c) **Altar Frontals:** Ruth reported that the faculty could now progress provided the PCC would approve this with a resolution.

Resolution	That the PCC to approve the request of private donors to buy for St. Matthew's a new Advent/Lent altar frontal, with motifs each end of a purple strip. It is to complete the set with the existing green and red altar frontals, and will be made by the same workshop, to a design and in materials already agreed by the PCC.				
Moved	Clive H	Seconded	Wendy	Passed	Unanimously

Action: *Ruth* to report progress at the next meeting.

- d) **Churchyard seat:** Ruth reported that Mr Bint had found an appropriate source of timber, but that it would cost £120 more than the donation of £100. The PCC agreed that the shortfall would be covered from Church funds unless another donor came forward.

Action: *Ruth* to and report progress at the next meeting.

5. Financial report

Clive H presented a **report of the financial position at the end of the year**, which showed a final outcome considerably better than budgeted - with no deficit at the end of the year.

A statement of missions giving was provided to the meeting for information (showing the amendment requested by the last PCC meeting, that 'Soul in Didcot' had been allocated £200).

6. Buildings committee report

The written buildings committee report provided by Tony Hughes was reviewed. The high cost of replacement bulbs for specialist lighting units was commented on, but it was agreed that there was nothing that could be done about this. The budget proposed by the buildings committee was formally accepted.

Resolution	That the PCC to approve buildings budget as set out in the January building committee report.				
Moved	Sid	Seconded	Tim	Passed	Unanimously

7. Budget for 2007

Clive H introduced the budget proposed by the finance committee. It was noted that the budget included £2,400 for the Church Hall, of which only £400 was required because money already allocated to some of these items had been held over from last year's budget. The budgeted deficit is therefore £3,107. It was noted that the current electricity contract ran out in November 2007. This meant that the budget could remain similar for this year, but that an increase next year could be expected. Clive H pointed out that the parish share had remained broadly similar for another year.

Resolution	That the PCC to approve budget for 2007 proposed by the finance committee (with the one amendment discussed at the meeting: the reduction of £2,000 in the budget for Church Hall repairs.) This budgets for a deficit of £3,107.				
Moved	Frances	Seconded	Kate	Passed	Unanimously

The secretary reported that he had received a letter from the Chair of the Pelvic Partnership saying that contrary to the view taken by the PCC they would like to be considered for a donation as part of the local giving budget. This is noted for the next round of donations in November of 2007. In the mean time the secretary was asked to reply to the letter, apologising for the misunderstanding.

Action: **Martin** to write to the Chair of the Pelvic Partnership.

8. The Church Tower Project

Tim reported that:

- The document applying for the certificate had been prepared and public notices had gone up. Formal approval was expected in February.
- Fundraising currently stood at £12.5 thousand, with a number of events, notably the prayer and pledges weekend and the quiz evening, still to come.
- Bids for the work were being obtained against a specification drawn up by the architects. The specification included scaffolding on three sides of the tower, but Tim reported that it specified measures to minimise disruption to Church life: such as no on-

site storage, no work during services (including weddings), and no radios. Tim invited anyone who was interested to review the specification.

- A page dedicated to the tower appeal has been added to the Church web site.

In discussion it was noted that an offer by the Steventon Choral Society to give a fundraising concert during Holy week was not taken up because of the difficulty of fitting it into the schedule. [Tim was to write to the secretary about this but discussions between Tim and SCS members after the meeting identified that this was unnecessary.]

9. Screens for the Church Hall

Wendy sought the views of the PCC on the options she had identified for replacement screens for the Church Hall (about which a paper was provided).

The PCC generally approved of the folding 'concertina' screen option. A note from Vicky (who could not attend the meeting) was read out putting forward her view that the folding screens would be of particular benefit on Children's activity mornings – but that obtaining sound insulation was of equal importance.

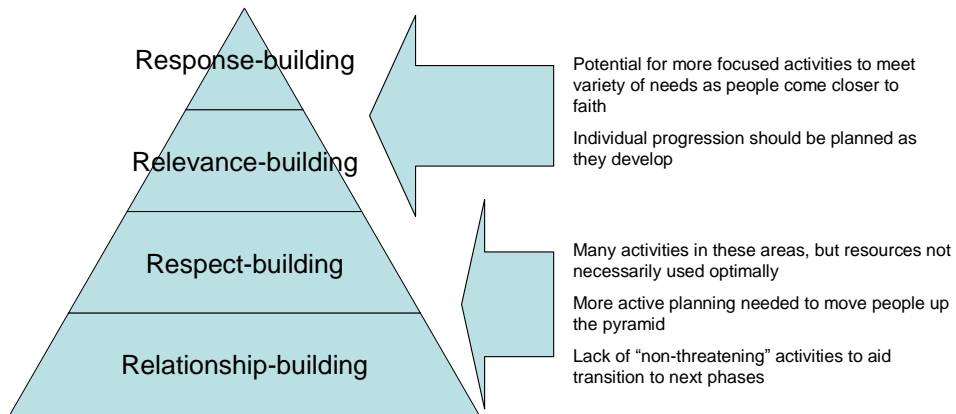
The PCC passed the issue back to the buildings committee to progress the issue, canvassing the views other users and taking account of these views from the PCC. They also thanked Wendy very much for her diligence and hard work investigating the options thoroughly and presenting them so clearly.

10. The because approach

Tim reported that the group had broadly categorised the current activities according to the approach principles and identified areas which would benefit from further planning. This categorisation and the conclusions can be summarised as follows:

The Because Approach – Current church activities categorised		
Category	Examples	Comment
Relationship-building (knowing some Christians)	Childrens' activity mornings Website/ broadsheet Festival services	Brings the church into contact with a wide variety of people
Respect- building (respecting the Christians one knows)	Hospital visting New Mums' meals Community roles	Christians earn respect through actions in the community
Relevance-building (seeing the relevance of Christianity to life)	Childrens' groups Services Home groups	How the faith is applied to daily living
Response-building (needing to follow Jesus)	Alpha course Travel groups Confirmation course	Take active steps to deepen faith and learn more

The Because Approach: Key findings



The Because Approach

- Recommendation
 - Establish a “Development” group to cover both parishes to plan balanced programme of activities to assist more people to faith
 - Group to prepare list of:
 - Additional proposed activities
 - Suggested activities to be curtailed
 - Resource implications of above
 - In conjunction with Combined PCC group, recommend structure of committees reporting in to PCCs to ensure all church activities are properly supported

He proposed that the group work these broad conclusions up into specific proposals for a development group, activity plans, and committee structures that could be put to the PCC for endorsement at the next meeting. This plan was supported by the PCC.

11. Combined PCC

Tim reported that the combined PCC group had reviewed previous PCC minutes from both Churches and identified opportunities for improving working practices by improving the sub-committee structure and formalising their terms of reference and reporting structures.

He proposed that in future PCC meetings should be structured as: 1. "Formalities" (prayer, signing off the previous minutes, and dealing with matters arising); 2. Issues arising from papers submitted; 3. Decisions required.

Chris suggested that time-saving be used for a greater focus on strategic issues.

Tim proposed that the group provide firm proposals for the next meeting (which he would discuss with the secretary). This approach was supported by the PCC.

12. Inter-generational Church

Kate reported on a conference held by CPAS at Swanwick entitled 'The body Beautiful' which promoted building inter-generational Churches. This was made clear not to be the same as 'all age' worship – but a wider initiative aimed at ensuring all age groups in the Church could share all aspects of Church life together. Kate said an example of where Harwell was succeeding was in the Church weekend involving all ages, and an example of where we did less well was in the way we stuck rigidly to the same seats in Church each week – not mixing with new groups. Kate told the PCC of a process for change the conference had provided: with steps such as 'envisaging the changed future' and 'taking others along with you (i.e. training.)'

The PCC were supportive of the Church taking steps towards an inter-generational approach and asked that the 'because group' take account of this in their proposals for the future.

13. Love life, live Lent

Kate recommended to the PCC an initiative of booklets for children and adults that gave simple and light-hearted but thought provoking day by day tasks to take on over Lent (such as "let someone in a hurry take your place or go before you" or "make someone laugh").

It was agreed that Kate would provide samples of the Children's version to Vicky for consideration, and would see whether copies of the adult version could be offered on the bookstand on a 'sale or return' basis.

Action: **Kate** to pass on a sample to Vicky and try to obtain 'sale or return' copies for the bookstall.

14. Village Hall Management Committee representative

Tim reminded the PCC that there was no representative from the Church to the Village Hall Management Committee. The Church is therefore the only user group not represented – something which does not accord well with our aim of sharing in village life. It was agreed that Tim would draft a note for the notice sheet asking for a volunteer for this role.

Action: **Tim** to draft a notice sheet advert.

15. Annual General Meeting Planning

The secretary requested that the Fabric and finance reports could be drafted in good time for sign off at the next meeting. (The annual report would be produced for the same time). Organisations to report at the meeting would be nominated by Chris.

16. Worship group

Chris reported that following the findings from the combined PCC group that the sub-committee structure be re-inforced, the group that had met to plan all-age services had agreed that if the PCC wished they would act as a 'worship sub-committee' on behalf of both Churches. The PCC supported this move, and looked forward to more formal terms of reference being proposed.

17. Dealt with by the standing committee

It was noted in the agenda that there were no decisions taken by the standing committee since the last PCC meeting.

18. Future dates

25 th March	Confirmation Service, St Matthews, 6:15pm
2 nd to 6 th April	Holy week events programme – currently at the planning stage

19. Other Business

- a) **Dead tree in the Churchyard:** Chris reported that the dead tree was being removed in the week following the meeting.
- b) **Replacement tree:** Chris reported that the scouts proposed to replace the dead tree to commemorate their centenary year. The PCC endorsed this proposal.
- c) **Thanks for Christmas gifts:** Chris and the secretary reported that notes of thanks had been received from Jean and Joan.
- d) **Thanks for toy service gifts:** Jane reported that the Women's refuge in Oxford had expressed their thanks for the toys donated at the toy service.

20. Close

The meeting closed with prayer at 9:30 pm.

21. Next Meeting

Tuesday 13th March 2007 at 7.45 pm in the Church Extension.

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Chris Stott, chairman

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Martin Speed, secretary

PAPERS

PCC06M4	Minutes of previous meeting
PCCP6-5-01	Finance report
PCCP6-5-02	Mission giving statement
PCCP6-5-03	Budget 2007
PCCP6-5-04	Buildings Committee Report
PCCP6-5-05	Church Tower Project Report
PCCP6-5-06	Movable Screens for Church Hall