

Minutes of a Meeting of Harwell PCC
held on Tuesday 8th May 2007 at 7.45pm in Harwell Church Extension

Present

Cath Convery	Clive House	Martin Speed (Secretary)
Kate Evans	Allan Macarthur	Chris Stott (Chair)
Sid Gale	Tim Roberts	Frances Taylor
Georgina Greer	Clive Silver	Jane Woolley

1. Opening

Chris opened the meeting with a reading from 1 Corinthians 1.

2. Apologies for absence

Apologies were received from Vicky Macarthur, Stephen Tunstall, and Madeleine Gibson.

3. Minutes of the last meeting

The minutes of the meeting on 13th March 2007 were signed as a correct record.

4. Matters arising

- a) **Pew sale:** pricing for the items has been agreed (with pews priced at between £150 and £100 depending on length, and kneelers at £40). Advertising will commence shortly.

Action: *Tim* to report when completed.

- b) **Altar Frontals:** Chris provided an update from Ruth that all was 'in hand'.

Action: *Chris* to provide a report on progress for the next meeting.

- c) **Churchyard seat:** Chris reported that (as recorded in the note from Ruth) the bench was finished and the donor had met the full cost. Chris also reported that he had thanked Dick Bint personally for his craftsmanship in building it.

- d) **Broadsheet notice:** this will be progressed shortly.

- e) **Nancy's departure:** It was agreed that the note on Nancy leaving the PCC should be followed up with a record of thanks from the PCC on behalf of the whole church for the wonderful contribution she made to the life of the church - particularly in helping it to reach out to the wider community.

5. Election of officers

Resolution	That the people listed below are appointed to the posts specified				
Moved	Georgina	Seconded	Kate	Passed	Unanimously

Churchwardens' assistants: It was agreed that these would not be required this year.

Treasurer: Clive House (Elizabeth Gill to remain as book keeper)
 Gift Aid Secretary: Geoff Jenkinson
 Electoral Roll Officer: Mandy Birkinshaw
 Vice-Chair: Tim Roberts
 Secretary: Martin Speed
 Stewardship secretary: Ruth Slatter
 Joint PCC members: Clive Silver, Kate Evans (in addition to 'standing members': Rector, 2 Churchwardens, and Secretary)

6. Appointment of committees

Resolution	That the people listed below are appointed to the committee posts specified				
Moved	Jane	Seconded	Allan	Passed	Unanimously
Standing committee	Rector, Churchwardens, treasurer and secretary.				
Finance and Budget:	Clive House (chair), Clive Silver, Elizabeth Gill, Chris Stott, Allan Macarthur, and Sid Gale.				
Missions:	Tony Ullmer (chair), Clive Silver, Kate Ullmer, Sid Gale, Betty Pyke.				
Buildings:	Tony Hughes (chair), Frances Taylor, Sid Gale, Tim Roberts, David Pyke, Doug Jordan, Roz Shipp.				
Social:	Wendy Sinclair (chair), Ruth Slatter, Georgina Greer, Frances Taylor, Jean Twigger, Joan Impey, Margaret Hughes.				
Worship:	Vicky Macarthur, Kate Evans, Chris Stott, Steve Ward, Naomi Gibson, Pam Rolls, Martin Speed (Chair to rotate among members)				
Policy/Planning/Because approach/ Combined PCC:	Stuart Gibson, Sid Gale, Pam Rolls, Tim Roberts				

7. Appointment of representatives to organisations

Resolution	That the people listed below are appointed to the organisations specified				
Moved	Kate	Seconded	Clive H	Passed	Unanimously
Christian Aid:	TBA				
Winterbrook Youth Club:	Tony Hughes				
Churches Together in Didcot:	Liz Roberts				
The Village Hall Committee:	Vicky Macarthur				

8. Financial report

Clive H talked the PCC through the report from Elizabeth Gill. Among the points he made:

- The budget for the hall expenses is £1,000 short of the amount needed to cover the costs that will arise this year. This will take the anticipated budget deficit for the year to £3,500.
- Giving is generally in line with the budget, but many expenses have fallen early in the year giving a current imbalance that is expected to improve during the year.

Chris reminded the PCC of the need to find a replacement for Alison Manning as Independent Examiner of the accounts. It was noted that in the light of the increase in expenditure caused by the tower project, the accounts would need to be submitted in a new format again this year. A person of particular accountancy skill was therefore needed. Some names were put forward to be followed up.

The PCC asked that the minutes note their thanks for the dedication Alison has put into this demanding role over the years, and delegated Clive to source a suitable gift as a token of this thanks in tangible form.

9. Buildings committee report and

10. Lightning protection system

The written report from Tony Hughes was noted. Following discussion, the two resolutions proposed in it were agreed:

Resolution	That funds from reserves will be made available to cover any shortfall in meeting the cost of the Tower project (whilst noting the expectation that any amount needed would be returned to the reserves later in the year after funding from grants and further fundraising was collected).				
Moved	Sid	Seconded	Tim	Passed	Unanimously

Resolution	The PCC agrees to proceed with the installation of a lightning protection system for the church, with a budget of £3000.				
Moved	Frances	Seconded	Kate	Passed	One against

11. The Because Approach and Combined PCC

Tim reported that no progress had been made since the last meeting owing to some members of the committee not being available to meet.

12. Further vocations

Chris reported that there were to be changes in the designation of ministry in the future – essentially splitting the ministry into two groups: deployable and non-deployable.

He also reported that Bruce Keeble (a retired Baptist minister who has preached at Harwell) was going forward for Anglican ordination, and Alex Reich (a local further education teacher with training in theology) was considering applying for authorisation to preach. (Chris circulated a letter from Alec in advance of an agenda item at the next meeting.)

13. Youth issues raised by Cath Convery

Cath Convery talked the PCC through the three items contained in the paper circulated before the meeting:

- ***Making the Church Greener*** – The PCC endorsed the idea of a project by the Pathfinders to ensure St Matthews is a good custodian of God's world, and agreed that the project should report directly to the PCC.

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

- ***Pathfinders and 'Service in Church'*** – The PCC endorsed the initiative to involve the Pathfinders in services.
- ***Festival of Youth*** – The PCC supported Cath's proposal that she organise a festival that would celebrate the talents of the young people in the parish, and welcomed the use of the Church for this purpose (subject to other commitments already in the diary.) No date has yet been fixed on – though Cath would like to do this at the start of July.

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

Further to these initiatives, in discussion, the following ideas were tabled:

- That a youth service led by the pathfinders would be welcomed
- That young people should be encouraged to join the PCC and other committees

14. The worship group and team time

Chris introduced this agenda item based on the proposed terms of reference for the worship group and the note of the team time meeting, both of which were circulated with the agenda.

The terms of reference were agreed without a formal resolution.

The report of the team time meeting was welcomed.

In discussion two issues were raised:

- Sid noted that some of the issues being dealt with by the team time meeting overlapped with those being dealt with by the policy/planning/Because Approach/Combined PCC committee. It was acknowledged therefore that the committee structure proposals and terms of reference should progressed as a matter of urgency.
- Clive S noted that the Church could become too anonymous – and that the PCC should be more recognisable to the congregation. It was proposed that pictures of the PCC members should be posted at the back of the Church.

Action: **Martin** to bring a camera to the next PCC and organise the photographs before or after the meeting.

15. Standing committee

Martin reported that, since the last meeting, the standing committee had accepted the Fabric and Ornaments report on behalf of the PCC in order that it was approved in time for the Annual Meeting.

16. Future dates

28 th May	BBQ and Pig roast – please sign up to help!
2 nd June	Harwell Stone service, 5:30 pm
? June	Jean’s farewell bring and share lunch at Chilton village Hall
7 th July	Light Opera evening at 7:00 pm in St Matthews

17. Other Business

- a) **Fairtrade failings:** non-fairtrade products have been spotted, lurking in the Kitchens in the Church and the Hall. Naomi to be asked to make up signs for the cupboard doors after there has been an opportunity to speak to people personally.
- b) **Job descriptions:** the benefits of having job descriptions for the churches voluntary roles were discussed. Jane offered to circulate the crèche helper one as an example.

Action: *Jane* to circulate job description example.

18. Close

The meeting closed with prayer at 9:35 pm.

19. Next Meeting

The next PCC meeting will take place on Tuesday 10th July 2007 at 7.45 pm in the Church Extension.

..... Chris Stott, chairman

..... Martin Speed, secretary

PAPERS

- PCC06M6 Minutes of previous meeting
- PCCP7-1-01 Finance report
- PCCP7-1-02 Notes on agenda items from Cath Convery
- PCCP7-1-03 Draft terms of reference for the Worship Group