

Minutes of a Meeting of Harwell PCC

held on Tuesday 10th July 2007 at 7.45pm in Harwell Church Extension

Present

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

1. Opening

Chris opened the meeting with a reading from Matthew 9: 35-37.

On behalf of the PCC, Chris paused to give thanks for the life of Tony Ulmer who had been a long term member of the PCC and a churchwarden. Tony will be remembered for his considerable contribution to the life of the church, particularly in its support for mission.

Chris also recorded on behalf of the PCC thanks and appreciation for the contribution made by Jean Barton during her seven years of service to both parishes. This followed her last Sunday in Chilton and Harwell before taking up her post as Duty Priest at St Mary's Greenfield, as part of the Saddleworth Team.

2. Apologies for absence

Apologies were received from Cath Convery, Allan Macarthur, Vicky Macarthur, and Stephen Tunstall.

3. Minutes of the last meeting

The minutes of the meeting on 8th May 2007 were signed as a correct record.

4. Matters arising

- a) **Pew sale:** Tim reported that advertising would be in the broadsheet soon, and Kate agreed to put colour pictures onto the web site.

Action: *Tim* to report when completed.

- b) **Altar Frontals:** Chris provided an update from Ruth that work was progressing well.

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

- c) **Broadsheet notice:** the text prepared by Sid has been passed on to Naomi for inclusion in the broadsheet.

- d) **Festival of Youth:** Chris reported that Cath had been unable to progress this objective this year.

- e) **Pathfinders 'Green Issues':** Chris reported on behalf of Cath that the issue would be brought to the next PCC

- f) **Fairtrade refreshments:** Chris noted the e-mail from Jane and undertook now to arrange with Naomi a suitably worded sign for the Church and Hall kitchens reflecting our endorsement of Fairtrade products.

Action: *Chris to* arrange for a notice to be put up.

- g) **Crèche guidelines:** Jane reported that the draft guidelines (circulated) raised some issues about how well our practice matched the latest child protection policies, and the discussion raised some issues about the role of young people as ‘workers’ in groups such as the Crèche. (Whether, for example they could act as a ‘worker’ in terms of appropriate ‘ratios’ of staff to young people.) It was agreed that a sub-group be formed to investigate the issues and make recommendations to the PCC. The group will be convened by the secretary, and comprise of: Georgina Greer, Vicky Macarthur, Sid Gale, and Jane Woolley.

Action: *Martin* to convene a meeting of this group and for the group to make recommendations to the next PCC meeting.

- h) **Reducing anonymity:** Kate Evans took photographs of PCC members at the meeting for display at the back of the church.

Action: *Martin* to arrange the display.

- i) **Gift for Alison Manning:** Clive H reported that he had presented Alison with flowers as a thank-you gift for her conscientious and professional service to the church as external examiner for the accounts in previous years (and that he had received an e-mail of thanks back from Alison).

5. Financial report

Clive H talked the PCC through the report from Elizabeth Gill. In summary, he noted that at this half way point:

- Income was above 50%, but benefited from tax recoveries that had come in during the first half of the year
- Expenditure is below 50%, but that many of the larger items will fall in the second half of the year.
- The best estimate was that the church would have a deficit of two to three thousand pounds at the end of the year.

It was noted that the bank mandate needs replacement to account for the change in churchwardens, and a resolution was passed to support the signing of the mandate.

Resolution	That the bank be given a new mandate, by which cheques from the church account require the signatures of any two from the following: the rector (Chris Stott) the Hon. secretary (Martin Speed) the churchwardens (Tim Roberts and Allan Macarthur), and the Hon. book keeper (Elizabeth Gill).				
Moved	Clive H	Seconded	Georgina	Passed	Unanimously

6. Buildings committee report and Tower project

The written report from the buildings committee, incorporating notes of the last meeting of the Tower Project group, was noted. The very positive position on fundraising was particularly well received.

Tim highlighted a number of issues, particularly the success of the opera evening and the fact that because the feast was cancelled there had been no opportunity to sell the tower appeal mugs.

In discussion the proposed fete on the rectory lawn was identified as a potential alternative opportunity to sell the mugs, but Sid (who is on the feast committee) explained that the purpose of the fete was to raise funds in order to be able to stage a feast next year (as the cancellation this year had wiped out the 'set up' funds carried over from previous years.)

Two issues relating to the Church hall were noted:

- Chris reported that the scouts had offered to re-paint the inside of the hall, and this was supported by the PCC. The suggestion of the first weekend in November was proposed as the date for this.

Action: **Chris to** take the Scouts up on their kind offer and to set in train the arrangements for this taking place.

- Chris reported that £270 had been spent on controlling rats around the church hall (following reports by parishioners), and asked whether the PCC wanted the work continued (at a cost of around £300 a year.) The members asked whether there was anything in the hall that was causing the problem, and Tim confirmed that no accessible food or food waste was ever left in or outside the hall (any waste being taken home by event organisers). It was thought that the cause of the problem was food being put out nearby to feed the ducks. Never-the-less, the PCC authorised the rat control work to continue in order that the hall maintains the best possible relationship with its neighbours.

Action: **Chris to** arrange a continuing rat control programme.

7. Appointments

It was reported by Chris that:

- Alison Miganeli, a local accountant, has agreed to undertake the role of external examiner for the accounts
- Gordon Gill has agreed to take on the role of Home Group Co-ordinator
- Kate Evans has taken on the role of worship co-ordinator
- Sid Gale has taken on the role of co-ordinator for the missions group, and Mad Gibson has joined that committee

He also informed the PCC that Jean Twigger wished to stand down as organiser for the Evergreens, and asked for prayers and suggestions in order that a replacement is found.

It was also noted that the appointments recorded at the last meeting should have included Pat Connelly as a member of the social committee.

8. The Because Approach and Combined PCC

Tim reported that problems arranging a meeting had continued, but that one was immanent.

9. Further vocations

Following the introduction of the issue at the last PCC, Chris asked the PCC whether they were prepared to formally support Alex Reich (a local further education teacher with training in theology) in applying for an authorisation to preach. This was readily given.

Resolution	That the PCC supports Alex Reich in pursuing an application to preach.				
Moved	Georgina	Seconded	Clive S	Passed	Unanimously

Chris, on behalf of the whole PCC, warmly congratulated Kate Evans on passing her portfolio 'with flying colours'. Her authorisation was endorsed by the PCC.

Chris reported that Bruce Keeble's Anglican ordination would probably now take place in December.

10. Worship group

Chris reported (on behalf of Vicky, who had chaired the meeting) that the key points from the meeting had been:

- The development of a 'feedback' questionnaire to be given out at the Harvest service
- Planning all age services for the next 3 months

11. Team time

Chris reported that the group had met in the previous week and highlighted two of the topics addressed:

- The group had considered the implications and opportunities of Jean moving on – especially the opportunity to recognise and nurture leadership gifts in others. It was agreed that Chris should be open in sharing the burden when problems arose.
- The group had also reviewed recent achievements and had identified that vision and ideas were sometimes not complemented by detailed completion and finishing.

It had been agreed that Alex would be invited to join the group once the authorisation process was underway.

In the discussion arising from these topics Tim identified the opportunity for demonstrating 'excellence' that events such as the Opera evening bring.

12. Management of church services

Tim raised a number of issues regarding the management of services that he and Allan would like to address. These included:

- The imbalance of 'staffing' at the evening service, which has the same church warden and sidesman presence for 20 or so people that the morning service has for 120
- A perceived need for greater flexibility in the rostering of sidepeople and the duties they take on
- Untapped potential in the sidesman role

The PCC gave their support to the churchwardens in addressing these issues as they saw fit – but suggested that the approach should involve the sidespeople in understanding and dealing with the issues.

13. Soul in Didcot

Chris reported a request from the SID co-ordinator for a 'gift day' in support of the project which had a shortfall in funding. The meeting agreed that rather than a collection be taken up it would be better to allocate money directly for this purpose from the missions budget. The missions committee were asked to consider setting a budget for this organisation and authorising the payment before the SID events took place at the end of July.

Action: *Sid with* the Missions committee to consider urgently allocating and releasing funds to SID.

14. Standing committee

Martin reported that, since the last meeting, the standing committee had agreed a request from Didcot Choral Society to put on a concert in the church on Saturday 1st December, and had authorised a £20 donation to the thank you gift for Edwin Clements, the retiring Rural Dean.

15. Future dates

August 18 th	Fete on the rectory lawn in support of the Feast
September 29 th and 30 th	Working days for church and church hall
October 8 th	Harvest lunch
November 3 rd	Trip to Israel
December 16 th	Carol services (in both churches on the same day to address the issue of the last Sunday before Christmas being so close, with just one leader for each service)

16. Other Business

No other business was brought to the meeting.

17. Close

The meeting closed with prayer at 9:30 pm.

18. Next Meeting

The next PCC meeting will take place on Tuesday 25th September 2007 at 7.45 pm in the Church Extension.

..... Chris Stott, chairman

..... Martin Speed, secretary

PAPERS

PCC06M1	Minutes of previous meeting
PCCP7-2-01	Finance report
PCCP7-2-02	Fairtrade refreshments
PCCP7-2-03	Guidelines for crèche volunteers.doc
PCCP7-2-04	Buildings committee report