

**Minutes of a Meeting of Harwell PCC**  
held on Tuesday 1<sup>st</sup> July 2008 at 7:45pm in Harwell Church

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**Present**

Kate Evans	Allan Macarthur	Frances Taylor
Sid Gale	Tim Roberts (chair)	Jane Woolley
Tony Hughes	Martin Speed (Secretary)	

**1. Apologies for absence**

Apologies were received from, Georgina Greer, Clive House, Vicky Macarthur, Stephen Tunstall and Chris Stott (who chaired the Chilton PCC meeting which was run at the same time.)

**2. Minutes of the last meetings**

The minutes of the PCC meeting on 13<sup>th</sup> May 2008 were signed as a correct record.

**3. Matters arising**

*A full listing of outstanding actions and actions undertaken from previous minutes are recorded at the foot of agendas and at the foot of the minutes and not routinely discussed, leaving more time to focus on the matters where further discussion is needed, though any member of the PCC can raise any of these 'parked' issues at any meeting.*

- a) **Altar Frontal:** The meeting noted the note in the e-mail from Chris, that: "the *new Altar frontal has been delivered – it is purple for the seasons of Advent and Lent – it has two parts to it – one depicting lilies for Advent, and one depicting passions flowers for Lent. They look beautiful.*" The meeting asked Martin to write a note to Sue-Ellen who co-ordinated this project.

**Action:** *Martin to write a note of thanks*

- b) **Social events co-ordinator:** the PCC was not aware of anyone showing an interest as a result of personal contacts. The draft broadsheet notice was discussed and a number of amendments were made. Martin was asked to send the revised version to Naomi for publication.

**Action:** *Martin to send the revised notice about a social co-ordinator to Naomi for publication*

- c) **Pew Sale:** Tim updated the meeting following the initiative to sell the pews at the Feast. Owing to the poor weather the Feast had proved a poorer opportunity than expected, and though there had been some interest, no sales had resulted. The meeting agreed that it would be preferable to get a very low price (or nothing) for the pews rather than incur storage costs. Tim undertook to make further efforts on this basis.

**Action:** *Tim to report back when there is progress.*

**4. Financial report**

As Clive was not available for the meeting the finance item was carried forward to the next meeting.

## 5. Buildings committee report

The meeting noted the buildings committee report. Item four, the repainting of interior walls, was discussed briefly. Tony reported that a paint sample (that may be used instead of the traditional lime wash) had been tested. He also reported that the use of this type of paint would require a faculty.

## 6. Church Hall 'grounds' maintenance

(This item was brought forward in the agenda with the approval of the meeting.)

The note from Chris regarding the cutting of the grass and hedge at the Church Hall was considered. It was agreed that Malcolm Birkinshaw's former generous personal funding of this work should be moved onto a more formal basis. It was agreed that £150 a year should be set aside for the work – to cover grass cutting six times a year and hedge cutting twice a year. The PCC were happy that Michael Hogan continues to do the work on the understanding that Malcolm would continue to supervise it and pass the money onto Michael.

## 7. St Matthew's Harwell Renewal Project

The proposal was discussed following the exchanges of correspondence since the last meeting.

The current issues were summarised as follows:

- The areas where there seemed most need for 'renewal' were 'software' (relationships and reaching people) and that it was not clear that improvements to 'hardware' (the physical church building) were going to be the best way to support these areas.
- It was agreed that there were opportunities that would arise from a more flexible church 'space' (and Harvest suppers or Ladies group breakfasts were possibilities raised). But it was judged important to set the proposal in the context of what we are trying to achieve – rather than judging it for its own sake.
- Improving the church building seemed least well aligned with improving contact with different parts of the community.
- It would be more difficult for a new minister to take this on – so if not done now, it would not be achievable for some time.

The discussion that followed centred on the need to set clear aims (supporting the vision already established) and see how the renewal project would fit into that. The broad consensus that emerged included the following:

- That deciding on aims and how the project would fit in was essential, but would require preparation and time – either the sole business for a PCC meeting or a separate meeting
- There should be a revised paper that would be the focus for decision making:
  - The scope of the paper should be limited as far as possible to putting the proposal into the context of aims directly related to the agreed vision – and that it should work from and not 'revisit from scratch' the work of the 'because' group.
  - The paper should represent a balanced argument and not a 'justification'. The paper should identify the aims that could not be achieved without the renewal project.

- The paper should address the issue of timescale (the benefits and disadvantages of a 'slow' or a 'radical' approach.
- To achieve a comprehensive and balanced paper in a reasonable time would require a number of contributors.

It was agreed after some debate that as instigator of the original proposal Chris should take the lead in producing the paper. Kate and Allan offered to support Chris in this, and Martin offered to act as 'scribe' (editing and combining the contributions.)

**Action:** *Chris to prepare a revised paper for the next meeting*

## 8. Standing committee

Martin reported that there were no decisions taken by the standing committee since the last meeting of the PCC.

## 9. Future dates

July 27 <sup>th</sup>	2:30 pm Special celebration of the British Legion's 80 <sup>th</sup> anniversary
August 11 <sup>th</sup>	'Champions Challenge' summer holiday club. It is aimed that this will be for full days for a full week.
August 30 <sup>th</sup> and 31 <sup>st</sup>	David and Heather Sharland will be visiting and speaking in Church
September 17 <sup>th</sup>	Alpha course taster evening
September 24 <sup>th</sup>	Alpha course starts (for 10 weeks on following Wednesdays)
October 5 <sup>th</sup>	Harvest Thanksgiving with a speaker from Tear Fund
October 19 <sup>th</sup>	Confirmation service
November 1 <sup>st</sup>	All Saint's day service to be led by Bruce Keeble that will focus on bereavement

It was noted that some members of the PCC had a 'Church Development Plan'. The meeting asked whether this could be more widely circulated.

**Action:** *Chris to arrange circulation of the development plan*

## 10. Other Business

- a. **Tracy Linard's Uganda trip:** Sid asked whether Tracy's charity trip to Uganda (with KA's school party) could be classed as 'local giving' and attract a direct donation from the Church. It was agreed that it could not, and it was decided that individuals should make donations directly.
- b. **Church fete:** Sid suggested that a fete on the rectory lawn should be organised as a 'gift' to the village. This would be an event similar to last year – but providing an opportunity for local groups to fund-raise, rather than being an event to raise funds. (There would be no charge for stalls, etc.) As a 'gift' to the community this was seen as contributing to the 'sharing' and 'outreach' aims of the Church.

The PCC gave their permission in principle for Sid to arrange this, provided Chris was happy with the plan (and would allow his garden would be used in this way!)

**Action:** *Sid to take his plans for a Church Fete forward*

- c. **'Conservative' Anglican group:** Sid asked whether there was any view being provided by the diocese or Chris on the issue of the separate 'conservative' Anglican group being set up

– particularly as news items had suggested Oxfordshire was particularly involved in this movement. No one was aware of any comment from either Chris or the Diocese. The meeting asked Chris whether he could provide anything.

**Action:** *Chris to provide information*

**11. Close**

The meeting closed with prayer at 10:15pm.

**12. Next Meeting**

The next Harwell PCC meeting will take place on **Tuesday 23<sup>rd</sup> September 2008** at 9:00 pm in the St Matthew’s Church. This will be a short meeting aiming to finish at the normal time, and it will follow a combined PCC meeting which will start at 7:45pm (in the same venue).

..... Chris Stott, chairman

..... Martin Speed, secretary

## PAPERS

PCC07M6	Minutes of previous meeting
PCCP8-1-01	Finance report
PCCP8-1-02	Buildings Committee report
PCCP8-1-03	St Matthew's Harwell Renewal Project
PCCP8-1-04	Christians together on climate change
PCCP8-1-05	Response about low energy light bulbs

***Outstanding actions from previous meetings***

	<b><i>Action</i></b>	<b><i>Timescale</i></b>	<b><i>Responsibility</i></b>
1.	Report on pew sale	When complete	Tim
2.	Provide a progress report from the Child Protection Sub-group	When progress	Martin
3.	Report on issues from H&S audit	When complete	Martin
4.	Report on the Worship group survey	When complete	Vicky
5.	Report on glowsticks contents and recycling	When complete	Vicky
6.	Work towards a Church directory	When complete	Kate
7.	Gift for Brian Zimmerman	ASAP	Vicky
8.	A note of thanks for the Altar Frontal	ASAP	Martin
9.	Send the revised notice about a social co-ordinator to Naomi for publication	ASAP	Martin
10.	Provide a revised 'renewal' paper	Before next meeting	Chris
11.	Arrange wider circulation of the 'Church development plan'	ASAP	Chris
12.	Arrange a Church Fete	For August or early September	Sid
13.	Provide information on the 'conservative' Anglican group	ASAP	Chris

***Completed actions from previous meetings***

1. Report to say the Altar Frontal is completed
2. To add the renewal project to the next agenda.
3. To draft a paragraph for the notice sheet regarding a social function coordinator.
4. Chris to ask Naomi to draft a communications strategy for the parish.