

**Minutes of a Meeting of Harwell PCC**  
held on Tuesday 4<sup>th</sup> November 2008 at 9 pm in All Saints' Church, Chilton

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**Present**

Kate Evans	Allan Macarthur	Chris Stott (Chair)
Sid Gale	Tim Roberts	Frances Taylor
Clive House	Martin Speed (Co-opted Secretary) - minutes	Jane Woolley
Tony Hughes		

**1. Apologies for absence**

Apologies were received from Georgina Greer, Vicky Macarthur and Steve Tunstall.

**2. Minutes of the last meetings**

The minutes of the PCC meeting on 23<sup>rd</sup> September 2008 were signed as a correct record. The minutes of the combined PCC meeting on the same date was also signed as a correct record of that meeting.

**3. Church Administrator**

The agreement reached in the Combined PCC meeting regarding the recruitment of a new Church Administrator was formally agreed.

<b>Resolution</b>	<p>That the job of Church Administrator should be advertised in the Church notice sheet for two weeks following the Combined PCC meeting, and (subject to agreement by the bodies concerned) on the parish notice boards and in the school newsletters.</p> <p>That the advertisement will be as agreed by the standing committees of the two PCCs and that it be circulated to all PCC members prior to publication.</p> <p>That interviews should take place as soon as possible before the end of November with a view to the appointment being made so that the new person could overlap with Naomi during December (acknowledging that this will result in an over spend of the budget for the Administrator's pay).</p> <p>That applicants should apply with a CV and interviews be conducted by Chris and Liz Morris and one other churchwarden.</p>				
<b>Moved</b>	Tony	<b>Seconded</b>	Kate	<b>Passed</b>	Unanimously

**4. St Matthew's Harwell Renewal Project**

*This agenda item was brought up the agenda to this point so that Chris could be present (and then join the Chilton meeting for an item on their agenda.)*

The new paper was discussed.

The view was expressed that the paper represented a very thoughtful contribution with an important focus on relationships.

The assertion on page 2 that there had been little 'impact' was discussed and the contention that lives had not been 'transformed' was identified as open to debate. It was agreed that it was difficult to give objective evidence on either side of the argument. However it was agreed that attendance figures were static or declining.

Tony suggested that the contribution of enhancements in the church facilities to renewal could be assessed by asking a group of younger people to 'brainstorm' the possibilities. They would though have to be advised that some ideas might not be feasible in practice due to cost or approval factors. It was agreed that the options ('re-ordering' in church parlance) should be taken forward in this way by getting views from a wider group of people than those on the PCC and other committees – particularly the YF and younger adults

The PCC discussed whether the group that had produced the paper would continue to be central to the project. Some reservations about this were expressed but it was agreed that Alan would take the lead in the next stage.

**Action:** *Alan to arrange a brainstorming session to obtain views on physical changes to the Church.*

[After the meeting it was agreed via e-mail correspondence that the brainstorm would take the form of a focus group and would include members of YF and irregular church attendees, such as families who had had christenings but did not regularly attend other services. Also that the focus group should explore what the church might do within the building that would increase our involvement with the community and make a worthwhile difference to the Church's ability to bring a wider range and greater number of people to faith or to engage with the Church. It should then focus on whether making physical changes to the Church would make the building more attractive for these uses. After the brainstorming session, the changes that are being proposed by Chris and the Churchwardens can then be reviewed by the PCC in the light of the views expressed in the session along with any new ideas from the session itself.]

## 5. 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) **Recycling glow sticks:** It was clarified that the outstanding issue was that though Vicky had reported that the suppliers had said that the glow sticks were recyclable, it was not clear how exactly this could be done (given the liquid in them, whether they could be put in the green boxes, or would require handling in another way).

**Action:** Tim will get the Vale view on where glow sticks can best be recycled and will get back to the PCC by e-mail

## 6. Financial report

The meeting noted the report of the current financial situation provided by Elizabeth.

Clive reported that there were two nominations for the local giving budget:

1. TRAIN – the Didcot detached Youth worker – they are hoping to employ a second youth worker if they have the finance
2. DIDCOT HAMPER PROJECT – in December they give a Hamper of goodies (worth £35-£45 to poor families) (This is done through Didcot Baptist Church)

Clive reported that although the local giving budget was £300 there was additional money available from the unused emergency giving budget. It was proposed (and formally agreed) that both organisations be given £200.

<b>Resolution</b>	That £200 be donated to both the 'Train' youth worker project in Didcot and the Didcot hamper project.				
<b>Moved</b>	Clive	<b>Seconded</b>	Alan	<b>Passed</b>	Unanimously

## 7. Buildings committee report

The buildings committee report was noted by the PCC.

In order that the buildings committee could proceed with a Faculty application for internal redecoration of the church, the PCC were asked by Tony to approve a resolution regarding the repainting of the chancel.

<b>Resolution</b>	The PCC agrees to proceed with redecoration of the interior walls of the church, starting with the chancel, using Classidur."				
<b>Moved</b>	Kate	<b>Seconded</b>	Frances	<b>Passed</b>	Unanimously

## 8. Standing committee

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

## 9. Future dates

November 29 <sup>th</sup>	Children's activity afternoon - 14:00 to 16:30 in Harwell Church Hall
November 30 <sup>th</sup>	Toy Services in the morning 4pm Bereavement service in Chilton
November 8 <sup>th</sup>	Chilton Evergreens sale
December 14 <sup>th</sup>	Carol services in both Churches
December 24 <sup>th</sup>	Crib service

## 10. Other Business

- a. **Toy service beneficiary:** Jane reported that the women's refuge in Oxford will be happy to be given the toys from the Toy Service again this year.
- b. **Jazz Vespers:** Kate raised the possibility that the 'Baggs Tree Buskers' lead a Jazz based evening service. Tony believed the Buskers would be interested in this, and the PCC supported the worship group taking forward the initiative. It was agreed that a new name will need to be used that does not include the word 'Vespers' as few people are likely to know what this is.

**Action:** *Kate to progress the idea of a Jazz evening service through the worship group.*

## 11. Close

The meeting closed at 22:05.

**12. Next Meeting**

The next Harwell PCC meeting will be on **Tuesday 27<sup>th</sup> January 2009** at 9:00 pm in St Matthews Harwell. This will follow a combined PCC meeting at 7:45pm (in the same venue).

These minutes were signed as a true record by:

..... Chris Stott, chairman

..... Martin Speed, secretary

On ..... (Date)

**PAPERS**

PCC07M3	Minutes of previous meeting
PCCP8-4-01	Finance report figures
PCCP8-4-02	Finance report commentary
PCCP8-4-03	Buildings committee report
PCCP8-4-04	Renewal project paper

***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 re-cycling	When complete	Tim
6.	Work towards a Church directory	When complete	Kate

***Completed (or discontinued) actions from previous meetings***

1. Revised renewal paper presented