

Minutes of a Meeting of Harwell PCC
held on Tuesday 20th September 2011 at 8:25pm in St Matthew's Church, Harwell

Present

Sarah Milrose	Tony Hughes	Jonathan Wood
Kate Evans	Allan Macarthur	Jane Woolley
Mel Gibson(Secretary)	Jonathan Mobey	Sid Gale
Nicholas Milrose	Roz Shipp	Scott Cockburn
Georgina Greer	Liz Roberts	

1. Opening

Tim Roberts was absent from the meeting and Allan Macarthur agreed to chair the meeting.

2. Apologies for absence

Apologies were received from Gordon Gill and Tim Roberts.

3. Minutes of the last meetings

The minutes of the PCC meeting on 5th July 2011 were signed as a correct record by the chairman after the following changes were made: In item 6. Under expenses in lines 7 and 8 the words from "Liz Roberts to etc." were removed. In item 8. Church Housing Trust, in line 3 add "from the mission fund" after the word money.

4. Matters Arising.

(a) World War 2 plaque. Liz Roberts has had 2 quotes of approximately £100 (subject to seeing the board in situ) and this will include taking the plaque away to add the name if Tony Hughes is in agreement. Tony Hughes is already in contact with Falcon Signs on the sign writing of the blue notice board on the South bank and he would ask them to look at the plaque at the same time.

5. Buildings Committee Report.

Tony Hughes presented the report that had already been circulated. Over the last 2 months there had been an unusual amount of unplanned work including the burnt out fuse box in the extension. This had resulted in a spend of about £1,200 on miscellaneous repairs compared with £600 in the budget. The overall Buildings Committee spend was still below budget, but it might be necessary to delay some items of work to avoid overspend by the year end.

Roz Shipp, David Pike and Tony Hughes reviewed the last stage of re-decoration of the church near the platform and looked at lessons learned for the future. The next stage would involve the whole of the nave and this would mean that most of the church would be out of action during the decoration because of the presence of scaffolding. The cost would be around £10,000 and the work would need 6 to 8 weeks. It would be more costly to redecorate the nave in sections because of the extra cost re-erecting scaffolding. Because of the Church financial situation the money would have to come from a programme of fund raising. This would clearly take some time as would the planning to schedule the work. Tony Hughes said that he had raised the re-decoration issue now so that the PCC would be aware of the implications and could comment. He felt that that if there was to be a fund raising appeal it should involve the Finance Committee rather than just the Buildings Committee, which had taken the lead on recent cases such as the

Tower Project in 2007 but was now somewhat less able to field the necessary resources. Jonathan Wood asked what would be the repercussions if we delayed for up to 5 years. Tony Hughes replied that there would be no danger of any structural problems, but the intention had always been to have a continuing campaign so that the most recently redecorated sections did not start looking too jaded before we started on the next one. Sid Gale felt that there may be a reaction from the congregation having to fund a decorating project when we are seeking an increase in the regular giving. It was decided that the financial implications would be discussed at the next Finance Committee meeting. Jane Woolley thought that it would be a good opportunity to meet in other churches or locations if the decorations went ahead.

6. Finance Report.

Jonathan Wood presented the financial report (already circulated) and stressed the latest projected year-end deficit was between £15,000 and £19,000. Since 1999 our bank balance has fallen from £52,220 to £38,193 in December 2010. Regular income has risen from £41,000 in 2000 to £63,000 projected in 2011 but our expenditure has risen from £58,600 to £84,000 (budgeted in 2011)

The parish share has increased from £22,000 to £44,000. One off donations have made up the lack of regular income for many years but this is now no longer the case. The Stewardship appeal in March has had little effect whilst the budget anticipated a 20% increase of giving that has not happened.. There have been no legacies received during the year either.

It was suggested that we should give another presentation to the congregation and give them a factual update reiterating the facts. We need to change people's way of thinking. Nicholas Milrose suggested a fundraising thermometer chart in the notice sheet showing increased contributions being given by the congregation.

It was said by Georgina Greer that we make clear that we use the £2 coin donated via the wall collecting box to pay for the floodlighting of the church each Christmas so people should not think that we are using money that we do not have.

Giving an update of our finances in the Broadsheet was suggested, but it was felt that it wasn't a good idea to broadcast our finances to the village. It would be better to give a verbal presentation to the 11am service and put a report in the noticesheet.

Jonathan Mobey said that we could appeal to the wider community for donations to help with fabric matters.

Action: Jonathan Wood to give an update presentation at an 11am service and to submit a short term item for the Church Newsheet.

7. Gift Aid Steward.

With the death of Geoff Jenkinson, there was a vacancy of Gift Aid Steward. It was decided to ask Ruth Slatter if she would take on the role and Allan Macarthur would ask her.

Action: Allan Macarthur to ask Ruth Slatter if she was willing to take on this roll.

8. Christmas.

Duties for Christmas were discussed and the following people would take on the following responsibilities.

Candles : Allan Macarthur

Christmas Trees : Mike Pepper orders the trees and they will be put up on 26th November.

Flagpole : Tony Hughes will try to replace before Christmas.

Crib Service 24th December : Jonathan Mobey to ask the Zimmerman family if they would do it again this year.

Chandelier : Mike Pepper to arrange scaffolding.

Carol Service : Monica Buxton to be asked to provide mulled wine for the evening service by Allan Macarthur.

Broadsheet : Colour flier to advertise the carol concert to go with the broadsheet. Scouts to help with the distribution.

Church Christmas Cards: Suggested by Jonathan Mobey that this would replace the December broadsheet but Chilton will need consulting.

Carol Singing : to be advertised in the Broadsheet and Church Newsletter by Carolyn Vickers. Jonathan Mobey will see Carolyn.

Christingle: Debbie Davies to be asked to make the Christingles again like last year.

9. Bank Mandate.

The PCC all agreed that Jonathan Mobey and Mel Gibson should be added to the bank mandate as Elizabeth Gill's request.

10. Church Hall.

Jonathan Wood gave a presentation on the Church Hall. The cost to Harwell Church for wear and tear, electrical costs and insurance was about £4000/ year, which the church could not afford. There has been a suggestion that we should hire out the Church Hall and make income for the Church. Other Church Halls charge from £3 to £10 / hour and Cholsey Church generated income of around £7000/ year. Tony Hughes was looking into this but there were potential hurdles which would need to be overcome before we could hire out the Church Hall: (1) planning restrictions,(2) cannot charge for the hire of the hall,(3) a VAT agreement when the hall was built,(4) we would not compete with the Village Hall. At the present time, Tony Hughes cannot find any planning conditions on the building of the hall, but he is still trying to find information. He will consult with Rob Thomas. The PCC agreed that we would continue with the investigations and discuss proposals in November.

An interest free loan of £2000 has been offered anonymously and will only be given should the PCC agree to the rental of the Church Hall to enable it to provide an additional income for the Church. 2 volunteers have offered to run the rentals for a 3 year period. £1000 is offered to cover the professional redecoration of the main hall, the other £1000 is offered to provide a cleaner for the first year. The money will not be made available if these terms are not agreed. The loan is interest free and offered for 3 to 5 years to enable the rental process to become viable.

It is hoped that the restrictions can be clarified and a formal proposal circulated in advance of the next PCC meeting.

11. Any other business.

Kate Evans said that she had attended a meeting about the community centre on the Great Western Park Development and she would report back at the next meeting.

Sid Gale said that the Holiday Club had been a great success and that the Headteacher of Harwell School should be thanked for allowing the use of the school by the Holiday Club. It was

decided that the PCC should thank the Headmaster for use of the school and the Secretary should write a letter of thanks.

Action: Secretary to write to the Headteacher of Harwell School thanking him for the use of the school by the Holiday Club.

12. Close.

Kate Evans closed the meeting with prayer at 22.15 hrs.

13. Next Meeting.

The next Harwell PCC meeting will be held on Tuesday 15th November 2011 at 8:15pm in All Saints' Church, Chilton, following a Combined PCC meeting which will start at 7.45pm.

These minutes were signed as a true record by:

.....Chairman

.....Secretary

..... Date.