

**Minutes of a meeting of Harwell PCC
held on Tuesday 11 March 2003 in Harwell Church Extension**

Present

Chris Stott (chair)	Tim Roberts	Martin Speed
Jean Barton	Clive Silver	Frances Taylor
Elizabeth Gill	Jim Sinclair (secretary)	Marilyn Thomas
Clive House	Wendy Sinclair	Jean Twigger
Tony Hughes	Ruth Slatter	

1. Opening

Chris opened the meeting with prayer.

2. Apologies for absence

Allan Macarthur, Nancy Preston, Rob Thomas, Steve Tunstall

3. Minutes of the last meeting, PCC03M1

Minutes of the meeting on 28 January 2003 were signed as a correct record, after the following amendments:

Matters arising , item b): arm chairs (misspelled).

Matters arising , item d): **Church Hall Locks**: Tony H reported that the secondary locks had been fitted to the front door, and new keys were on order (~~to be kept by Peter McNiven~~)

Budget for 2003: ... By contrast, the secretary's rate was agreed to be £5.25 effective January.

4. Matters arising

- a) **Altar frontals**: no news of progress.
- b) **Extra help for Youth Fellowship**: all seems to be going well, nothing done.
- c) **Network Course**: Now almost over. Attendance was 19 (including 2 from Chilton). Chris was pleased with how it had gone - better than the first time the course was run.
- d) **PCC members' contact details**: Jim had prepared the list from the returns received. This has been circulated to those on email. Those not on email appear not to have received their copies yet.
- e) **Faith Comes By Hearing**: 47 sets of material were taken, and are being used by 71 people (some with the help of subsidies provided by donors). Some positive comments have been received already.

- f) **Church cleaning:** Kath Muldoon is not well at present, but has arranged for Mrs Kay Carter to stand in for her. Elizabeth to see to redirecting the payment accordingly.
- g) **Prayer and Pancakes event in Didcot:** Chris reported that this had gone well, with a high attendance from young people.

5. Finance

The accounts for 2002 were presented, including the statement from the Independent Examiner. The list summarising Missions giving was also presented (wrongly dated: to be corrected before distribution at the Annual Meeting).

Resolution	That the accounts for 2002 as circulated be approved.
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Moved	Tony Hugher	Seconded	Frances Taylor	Passed	unanimously
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Elizabeth reported that the finances to date for 2003 were in good state: at about 20% through the year, expenditure was considerably less than 20% of the budget.

6. Preparations for APCM

Jim presented a draft of the Annual Report to be presented. Minor amendments were suggested:

- a) Elected members of PCC omitted Martin, and wrongly described Rob as elected rather than specially co-opted;
- b) The average attendance figures and electoral roll figure require insertion;
- c) In mentioning Joy Hance's departure, it should be added that she had been acting as church secretary, and that we were pleased to welcome Naomi to this position;
- d) The Vision key areas were wrongly listed;
- e) Under Outreach and Development, add mention of the Visiting Team and their new venture of sending a group regularly to The Crown nursing home.

With these amendments, the report was adopted:

Resolution	The Annual Report for 2002, as circulated by Jim Sinclair and amended as described above is adopted and approved for circulation at the Annual Parochial Church Meeting
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Moved	Jean Barton	Seconded	Wendy Sinclair	Passed	unanimous
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A draft of the Fabric and Ornaments report was sent by Allan. Tony Hughes suggested several amendments. The description of the Terrier also required amendment. With these changes, the report was approved.

A report of the Deanery Synod will be made at the APCM by Clive Silver.

After discussion, it was agreed that the organisations asked to report at this year's APCM would be Vision Co-ordinators and Bell-ringers.

7. Devotions

These were led at this point by Jean B, using a reading from I Samuel 3 – hearing God's voice; helping others to do so too.

8. Lent Groups

Jean B reported that 92 people across the two churches are involved, compared with a normal house-group attendance of about 42. Gratitude was expressed to Jean for her hard work in organising these, and the leaders' training.

9. The Vision

Tim reported that motto cards had been prepared in two forms, credit-card size and bookmark-style. These were in the form of blue card laminated in plastic. Samples were distributed. The cards have the Vision and Values on one side, and a prayer on the other. These met with general approval. It is planned to make these available for the first time at the APCM. Thanks were expressed to Naomi for the production work.

Chris and Nancy had attended an Alpha Strategy Conference in London. It was encouraging to hear what is happening with Alpha Courses around the country.

Jean B, Chris and the musicians met to choose hymns for several Sundays in advance.

10. Blackpool NEAC Conference

Rob reported (via Marilyn) that Chris, Jean B and 9 others were planning on going. Their places and accommodation are all booked. As budgeted, some PCC subsidy will be applied to the costs.

11. Buildings

Tony H reported that a quote had now been received and accepted (£377) for extending the carpet under the area now occupied by chairs rather than pews.

Jim Mein, at Chris's request, has been looking into replacement of the sound system. One consultant has suggested a comprehensive custom-specified replacement system at somewhat over £5,000. Tony suggested, in view of this large sum, that before recommending to proceed, some testing of individual components be done, to establish which parts were most needy of improvement. Jim Sinclair agreed to help with such testing.

Tony H has tried some new edging tape on part of the platform step edges. Those who had noticed found it better. This will now be extended to all the length.

12. Willowbrook House car parking issue

A letter from the owners, urging improved discipline by church-related car users had been received. Chris had given out a notice in church. After discussion, it was suggested that Chris write back indicating the action taken, and giving our intention to do what is in our power to assist with avoiding blockages.

13. Other business

Clive S has provided a new Yew plant, to replace the Millennium Yew that had died.

The meeting closed with prayer at 9.45 pm.

Next Meeting

APCM 1 April in St Matthews Church Hall at 7.45 pm.

PCC Tuesday 13 May 2003 at 7.45 pm in the Church Extension

..... Chris Stott, chairman

..... Jim Sinclair, secretary