

**Minutes of a meeting of Harwell PCC
held on Tuesday 13 July 2004 in Harwell Church Extension**

Present

Jean Barton	Tony Hughes	Wendy Sinclair
Kate Evans	Allan Macarthur (chair)	Rob Thomas
Georgina Greer	Clive Silver	Jean Twigger
Clive House	Jim Sinclair (secretary)	

1. Opening

Allan opened the meeting by reading a postcard from Chris (on sabbatical), followed by a reading from Luke 12 and prayer. A welcome was extended to new PCC members Kate Evans and Sid Gale.

2. Apologies for absence

Sid Gale, Nancy Preston, Tim Roberts and Ruth Slatter sent their apologies.

3. Minutes of the last meeting

The minutes of the meeting on 11 May 2004 were signed as a correct record.

4. Matters arising

- a) Church Hall locks: Tony reported that there was no hope of obtaining extra keys for the present locks, but he recommended leaving the locks in place for the time being. Peter McNiven's attempt to make a complete inventory of key-holders was still incomplete, because of people not responding. Allan suggested that, if a spare set of keys was identified, it be kept in the Church safe, for access in the event that no key holder could be found.
- b) Pew disposal: Tony reported that one pew has been sold, for £100. There is still one person possibly interested in another, but if this falls through, disposal of the remaining pews will be by approaching the trade.
- c) Sound system: Jim reported that the two main 'front of house' speakers were now installed and in operation. Additional speakers and microphone inputs would be commissioned soon, pending connection work on cables already put in place. Jean B emphasised that acquiring a third radio microphone was a high priority.
- d) Health & Safety Audit: Allan reported that this is planned to take place on 17 July.
- e) PCC elections subject to consent: Allan reported that Geoff Jenkinson had consented to continue as Covenant and Gift Aid Secretary, and that Norman Ponting had consented to continue as Stewardship Secretary. On the subject of covenants, it was mentioned that a number of long-term covenants were coming to the end of their term; should the donors be informed of this, to remind them to consider renewing? Clive H agreed to consult with Elizabeth on this.

- f) Songs of Praise Service prior to Harwell Feast: some 450 people had attended, and plenty of positive feedback had been received. Kate felt that it was especially beneficial for her to have able to go into the schools to practise with those singing in the choir.
- g) Pig Roast and Feast: those who had helped said that it was hard work but enjoyable. Tim will give a fuller report at a later meeting.

5. Financial report

Clive H distributed a written report as usual, and reported that the correspondence with the budget was generally on course for the time of year. Most of the Missions giving had been sent out.

Pledges had been sought for financial support for the project to renew the kitchen/toilet area. The pledges received to date totalled £7905, or £9530 after tax recovery.

6. Vision Group report

The group had not met since the last PCC meeting.

Outreach: The Men's Group had held a wine tasting evening. The church had manned the Pig Roast at the Harwell Feast on 31 May. A Songs of Praise service had been held on the previous evening. For the visit of Daniel Cozens on 26 June in Chilton, some 60 people had attended, and a number made renewals of commitment.

Children & Youth: The special event on 19 June in Chilton Village Hall had gone very well 44 children attended. The youth leaders held a barbecue on 2 July.

Worship: A new Holy Communion service sheet has been produced. There had been more involvement in preparing services by those who were contributing. Naomi had been especially helpful in ensuring that everything was in place for Sunday services during Chris' absence.

7. Buildings Committee report

Kitchen/Toilets

The fund raising had been encouraging so far.

Four possible sources of grant money were being pursued: Vale of the White Horse (hopeful, and may amount to a significant amount); The Trust for Oxfordshire's Environment; Marks and Spencer; one other.

The faculty application has been granted.

Planning Permission and compliance with Buildings Regulations, however, had proved very troublesome -

- a modification made at the request of the DAC had not been approved. The plans therefore reverted to the original, but this did not invalidate the Faculty;
- minor damp proofing issues were raised;
- the planned exit was not acceptable with regard to fire safety;
- new standards for disabled toilets had recently come into force, and the planned facility was now 6 inches too small in one direction.

At present, there is no clear way forward with regard to the last issue, since the dimension is constrained by the existing walls. We could build a toilet that was not officially designated as for the disabled, but this would be likely to make grant applications impossible to pursue.

Multi-purpose units for West End

Samples of alternative wood colours were shown, and the lightest shade of oak was the most favoured.

8. Forward Planning

Harvest Thanksgiving is planned for Sunday 3 October.

The Harvest Sale will be on Monday 4 October. The usual pattern of lunches and produce sale will be followed. Wendy agreed to check that the village hall was booked. Kate agreed to ask the Cornerstone shop to provide a TraidCraft stall.

9. Other Business

- a) **Village Hall Report** had been received from Liz Roberts. The PCC agreed that many thanks were due to Liz, especially for helping to organise the repainting. The news on the Hall's troubled position is encouraging.
- b) **Church Hall hedge cutting:** the Scouts had volunteered. The inside of the hedge had now been trimmed, but further work is required on the tops and outside. Malcolm Birkinshaw had organised the work; it was understood that Michael Hogan had helped with the work, and received some payment. Malcolm's advice would be sought as to whether the arrangement should be continued in future.
- c) **Disposal of Girls' Brigade equipment:** Wendy asked whether the GB needed permission to dispose of equipment no longer needed following the disbanding of the Harwell company. No objection was raised. Some of the equipment would go to Discoverers, other to Didcot companies.
- d) **A letter of thanks from Little Pippins** for use of Church Hall equipment for an event was noted.
- e) **Offer from GB to replace tree in churchyard:** the offer was accepted with thanks. Since the Parish Council has care of the churchyard, they should at least be informed, and may be obliged to take the responsibility. Jim agreed to enquire with the Parish Clerk.
- f) **Toy Service:** Jim reported that a letter had been received from Naomi Gibson. Naomi was concerned that Witney Western Corner Project, who had received the gifts for the last two years, did not fit the image of the purpose of the Toy Service that we were presenting: to provide presents for children who didn't get much for Christmas. After some discussion, it was agreed to refer the question to the Vision Group, to discuss the issues in greater depth.
- g) **Developments in Ordained Ministry:** Jean B reported that Rob's application to train for the ministry had been accepted. Rosanna Martin had been appointed to a pastoral position at Uffington.

10. Close

The meeting closed with prayer at 9.45.

11. Next Meeting

Tuesday 14 September 2004 at 7.45 pm in the Church Extension.

..... Allan Macarthur, vice-chairman

..... Jim Sinclair, secretary