

**Minutes of a meeting of Harwell PCC
held on Tuesday 25 January 2005 in Harwell Church Extension**

Present

Sid Gale	Tim Roberts	Ruth Slatter
Clive House	Clive Silver	Chris Stott (chair)
Tony Hughes	Jim Sinclair (secretary)	Steve Tunstall
Allan Macarthur	Wendy Sinclair	Jean Twigger

1. Opening

Chris opened the meeting with a reading from Acts 9 (the conversion of St Paul), followed by prayer.

2. Apologies for absence

Jean Barton, Kate Evans, Georgina Greer, Nancy Preston and Rob Thomas all sent their apologies.

3. Minutes of the last meeting

The minutes of the meeting on 9 November 2004 were signed as a correct record, after making the following amendment:

- 9 b) "No way has been found around the mandatory regulations with regard to fire escape and size of the disabled toilet; the latter cannot quite be satisfied by the original plans. A meeting with a fire officer who advises VWHDC ..."

4. Matters arising

- a) GB Tree in churchyard: Jim has written to the Parish Council and is awaiting a response.
Action: Jim to pursue. *Ruth S. progressing.*
- b) Church Weekend: Chris reported that the original proposed venue has been rejected because of its limited facilities. The current thought is to hold the weekend at Slavanka in Southbourne. *No progress.*
- c) Church Hall cupboards and keys: Wendy reported that the TV and video have been moved as planned. At the moment, keys to this cupboard are held by Ruth and Wendy. Wendy will remove the toys from the kitchen cupboard and let the Scouts use that one.
- d) Hearing aid induction loop: Jim reported that the new installation – a loop covering the whole of the Nave, driven by a new amplifier – was now finished, and is reported to work well by hearing aid users.
- e) Paper folding machine: the present basic model is still not performing well. Naomi has identified a model that would suit the job of producing enlarged service leaflets each week, at a cost of £750 + VAT. This is rather more than the informal estimate given last meeting. Naomi has also determined that commercial printing of the weekly service leaflets would be prohibitively expensive. No decision was reached.

Tim to help Naomi with more info for 'investment case'

- f) Church cleaning co-ordinator: no one has yet been identified to take over this role, so Debbie Davies is still acting.

5. Financial report

Clive H distributed the unaudited accounts for 2004. The deficit for the year was £8.5k, and the general reserve at year-end stands at £35k. The main reduction in income compared with previous years was in donations and legacies rather than in regular giving. The main increasing expenditure item was the parish share. Expenditure on building maintenance had been held back.

Clive then presented the budget for 2005 proposed by the Finance Committee. The parish share will again rise substantially. Planned expenditure has been minimised short of drastic changes to the pattern of church activities. On the assumption of only a modest increase in giving, the result is a budgeted deficit of £9170.

In discussion, many contributors essentially said, "We can't go on like this," but the approach taken to the budget was not rejected. Rather, it was preferred to revisit the situation early in the year, once the outcome is known of the current appeal for congregation members to revise their planned giving.

Resolution	That the budget as proposed be accepted.		
Moved	Tim Roberts	Seconded	Tony Hughes
		Passed	unanimously

6. Vision Group report

Tim reported that the Vision Group recommends concentrating in the coming year on three priority areas: Children & Youth; Small Groups; and Building Community.

Further details are given in the written report circulated.

Chris reported that a Willow Creek conference was to be held at Cheltenham on 25-26 February. The theme is Leadership. It is planned for 8 people to go from the two parishes.

7. Buildings Committee report

Tony distributed a summary of recent Buildings Committee activity. As input to the budget setting process, a 'shoe-string' figure of £1,250 was recommended for church maintenance.

With regard to the improvements to the Extension, Tony reported that there were hopeful movements on the question of the emergency exit arrangements, but there was no change on whether the disabled toilet as originally planned could be deemed to meet the regulations.

Investigations had begun into fitting a lightning conductor for the church, but the cost looked like being in the thousands, so it is unlikely to be pursued this year.

Asbestos has been discovered in the organ box. Means to have it removed are being investigated.

8. Review of Services and Activities over the Christmas Season

The Crib Service was thought by all to have been very successful. Other Christmas services were generally appreciated. One reaction to the talk at the afternoon Carols service was that the presentation may have been too complex, with many changes of location around the church.

The question of when the Christingle Service is held was raised again: could it be after school returns, in order to get more support? After some discussion, it was **agreed** to drop the Christingle altogether for the time being.

9. Preparation for Annual Meetings

The date is 19 April. Wendy confirmed that the Church Hall is booked.

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It was noted that re-election of Deanery Synod representatives, for a period of three years, was due. There are several notices of intention not to stand again for PCC; one notable need is for a new PCC secretary. Allan will have completed 5 years as churchwarden, and Tony will have served on the PCC for ~~7~~ years.

Jim was reminded to prepare an Annual Report for adoption at the next PCC meeting prior to presentation at the APCM.

10. Other Business

- a) The Missions display board is currently not on display. Allan asked whether it was time to give this display a New Look, and possibly for it to cover Home and Local interests as well as Overseas.
- b) Jim raised the question whether Rob Thomas' announcement in church regarding the Keep Harwell Rural campaign was appropriate, given that it bordered on giving support to a political issue. In discussion, most people felt that sufficient care had been taken to frame the remarks as thanks for hard work in service of the community.
- c) A report was distributed from Kate Evans of an investigation into the issue of whether the church requires a Performing Rights Society Licence. The issue is over playing pre-recorded music other than in the context of a Divine Service (including weddings and funerals). The PCC accepted Kate's recommendation that no licence be obtained at present.
- d) A letter had been received from Betty Pyke expressing thanks for the gift made to her on ending her service in charge of flowers in the church.
- e) Joan Impey had written her thanks for her end-of-year gift.

11. Close

The meeting closed with prayer at 9.55 pm.

12. Next Meeting

Tuesday 8 March 2005 at 7.45 pm in the Church Extension.

..... Chris Stott, chairman

..... Jim Sinclair, secretary