

St Matthew's Church Harwell

Minutes of the Annual Meetings held on Wednesday 6th April 2011 at 7.45 p.m. in St Matthew's Church Hall

The Secretary Mel Gibson explained to the people present that because the Church did not have a Minister of the Parish due to a vacancy, then according to the Church Representation Rules the vice chairman of the Parochial Church Council or if there is no vice chairman, or if he is unable or unwilling to act, the secretary or some other person appointed by that council shall have the powers vested in the minister under this rule. The secretary therefore asked the members at the AGM to approve that the secretary, chair the Annual Parochial Meeting. The members of the AGM unanimously approved that the secretary chair the Annual Parochial Church meeting.

The members at the meeting opened the proceedings with the singing of the hymn "Be still and know that I am Lord" ,led by Kate Evans.

Joan Impey then opened with prayer.

The attendance was 32.

Apologies were received from Peter Barclay-Watts, Anita Pepper, Tim Roberts, Jane Woolley, Nicola Berkley-Watts, Mike Pepper, Scott Cockburn and Vicki Macarthur.

Annual Parochial Meeting

Minutes of the Previous Meeting

Minutes of the meeting held on 27th April 2010 were distributed. It was proposed by Norman Ponting that these should be accepted as a correct record. This was seconded by Tony Hughes and unanimously agreed. The minutes were duly signed as a correct record by the Chairman and Secretary

Election of Churchwardens

Mel Gibson said that everyone was truly grateful to Tony Hughes and Allan Macarthur for their continual hard work both in public roles and behind the scenes as churchwardens over the last year..

In advance of the meeting, Alan Macarthur and Tony Hughes were nominated and seconded in writing to be elected as churchwardens for the next year. There were no other nominations. They were elected unanimously.

Signed as a true record:

Chairman:

Secretary:

Annual Parochial Church Meeting

The Secretary again informed the meeting that because we did not have a Minister of the Parish due to the vacancy, and the Vice Chairman not being in attendance it was necessary for the AGM members to nominate a chairman for the meeting. Tony Hughes had agreed to act as chairman before the meeting. It was proposed by Allan Macarthur and seconded by Roz Shipp that Tony Hughes be chairman for the meeting and this was passed unanimously.

Minutes of the Previous Meeting

Minutes of the meeting held on 27th April 2010 were distributed. Allan Macarthur proposed that these should be signed as a correct record of the meeting. This was seconded by Roz Shipp and unanimously agreed. The minutes were duly signed by the Chairman as a correct record.

Matters Arising

No matters arising from the minutes were raised.

Election of Deanery Synod Representatives

There were 3 vacancies and 3 people had put their names forward for election. The Diocese thought that it would be a good idea if one representative should be a Church Warden and Tony Hughes had put his name forward. The other nominees were Georgina Greer and Gordon Gill. Ruth Slatter proposed that the 3 nominees were elected, Peter McNiven seconded and all were elected unanimously for the next 3 years.

Election of PCC Members

The chairman thanked all the PCC members for their service over the last year, and particularly thanked Vicki Macarthur and Steve Tunstall who were stepping down this year, for their contribution.

Eleven nominations had been received in advance for the twelve available posts on the PCC. No further nominations were forthcoming. The following were elected unanimously:

James Scott Cockburn	Tim Roberts	
Kate Evans	Nicholas Milrose	Sarah Milrose
Sid Gale	Roz Shipp	
Mel Gibson	Jonathan Wood	
Liz Roberts	Jane Woolley	

Election of Joint PCC Members

There were 2 vacancies and 2 nominations. The nominations were Georgina Greer and Sid Gale. Because there were no more nominations, Norman Ponting proposed that the 2 nominees be the Harwell Joint PCC Members for the coming year. Wendy Metcalf seconded and Georgina Greer and Sid Gale were elected unanimously.

Election of Sides persons

Allan Macarthur thanked all who had served as sides persons over the past year and for making a very important contribution to the services. Georgina Greer proposed the following to serve for the coming year. These were seconded by Clive House and elected unanimously.

Peter & Nicola Barclay-Watt	Pat Connolly	Mike Pepper
Liz Roberts	Ryan Davies	Mary Hanley
Gill Gay	Betty Pyke	Tracy Linnard
Elizabeth Gill	David Pyke	
Jean and Tony Twigger	Jim and Wendy Sinclair	Elaine Shrimpton
Betty and Peter McNiven	Roz Shipp	
Anne and Graham Cox	Liz Hill	
Geoff Jenkinson	Roy and Ruth Slatter	

Church Annual Report

The Annual Report, adopted by the PCC at its last meeting and signed by Tim Roberts as chairman, had been distributed. It summarised the purpose of the PCC, gave the list of members, explained the use of subcommittees, recorded the church membership and attendance figures, reviewed the business considered by the PCC, and summarised the financial position.

A brief presentation on this was given by Mel Gibson, the PCC secretary. He picked out a few main items to focus on. These were :**(1)** the retirement of Chris Stott as Rector for Harwell and Chilton after 25years service on the 31st October 2010. There was a Songs of Praise in St. Matthews Church on Sunday 12th September 2010 in thanksgiving to God for everything that Chris and Eva have done in Harwell and Chilton over the past 25years:**(2)** Pam Rolls ordination on the 3rd July as a Deacon at Christ Church Cathedral, Oxford:**(3)** Deanery Pastoral Committee Paper. Norman Russell had confirmed that there will be no impact on our vacancy to the reduction of stipendiary clergy. The Deanery had been alerted to the impending vacancy and been given opportunity to put forward representation to have the vacancy suspended. This had not been done. The appointment will proceed :**(4)** A meeting was held on the 14th September with the Combined PCC's and the Archdeacon Norman Russell to discuss the vacancy and process of appointment. A Parish Profile had to be written before the post of rector was advertised and this was done by Hazel King, Mel Gibson, Pam Rolls and Steve Tunstall:**(5)** Priests (Ordination of Women) Measure Act. There were 2 resolutions voted on by the PCC's and neither were proposed or seconded and therefore the Parishes of Harwell and Chilton will accept a woman incumbent: **(6)** The week long summer holiday club ran again this year and it was called " Rocky's Plaice".

There were no questions on the report.

Financial Report

The financial report was made by the Treasurer, Jonathan Wood.

The Financial Statement for the year ended 31 December 2010 had been adopted by the PCC at its last meeting, and was presented along with the statement of the appointed Independent Examiner, Jane Moreton.

The Annual Report carries some commentary about the finances of St. Matthew's during 2010. Jonathan Wood said that he would like to use a few minutes to explain a bit more about what the PCC, as good corporate steward, does with the money entrusted to it.

You will see from the accounts that the expenditure falls into 3 categories:

1) Day to day expenses (£26,436) related to running St. Matthew's. This covers things like electricity, gas, telephone, office costs, insurance and maintenance. Some of these costs are shared with Chilton.

2) Parish share (£43,298) and Ministry Expenditure. The parish share is paid to the Diocese and used to cover the remuneration of the Rector (stipend, pension etc.) and to contribute towards the Diocesan running costs.

In 2011 we have of course the additional costs of recruiting the new rector.

3) Mission Giving and local charities amounted to (£10,563).

Our income is from planned giving (which of course is boosted significantly by recovered tax when (gift-aided,) and church collections and from fees from weddings etc. as well as a small amount of bank interest.

In 2010 nearly 20% of our income came from legacies and donations very gratefully received. This resulted in a small excess of receipts over payments of £3,049. [NB The general fund had a deficit of £11,161].

Although we remain solvent our bank reserves remain at less than half of our annual turnover and well short of the amount recommended for charitable organisations.

Whilst this is a concern the PCC wish to address, it will take time, particularly in the current economic climate.

In setting the 2011 budget our focus has been on 3 things:

(a) Making sure we get value for money we spend day to day on church activities and maintaining the fabric of our church;

(b) To keep the church finances on a sound footing, especially in the rocky economic environment; and

(c) To continue to give generously to support our vision.

We have set a budget for 2011 that anticipates an increase in planned giving in order to reduce the budgeted deficit to £7,703. On Stewardship Sunday we asked people to consider prayerfully their planned giving, hoping that those who are able, would choose to give a little more.

There are letters to everyone on the electoral roll- If you haven't collected yours yet the it will be in the box on the table at the back of the hall. Please collect yours on your way out.

Importantly, the PCC recognise and thank everyone for the generous contributions of time, money and the wide variety of talent so willingly given. I would also like to record my thanks for the huge amount of work Elizabeth Gill does as book-keeper, and to Peter Barclay-Watt and Clive House for helping clarify things that I did not understand.

Jonathan Wood

April 2011.

Questions or comments on the accounts were invited. There were no questions.

Appointment of Independent Examiner

Jane Moreton had agreed to take on the role for another year. Her appointment was proposed by Jonathan Wood, seconded by Georgina Greer and unanimously accepted by the meeting.

Fabric and Ornaments Report.

Allan Macarthur gave the report on behalf of the Churchwardens. A full report is in the Annual Report.

There was nothing urgent from the Quinquennial Inspection carried out by the Church Architect, Philip Waddy in June 2010.

A special mention is due to all those who have given their time, either on a regular basis or an occasional basis, to maintain and enhance our buildings. Thank are due also to those members of the Church who give their time to ensure our buildings are kept clean and tidy, who decorate them and who generally contribute to their upkeep.

The Church Hall continues to be used by Little Pippins from Monday to Friday until their permanent accommodation has been built. Cleaning of the hall is a headache but Little Pippins do supply a cleaner when it is in use. Betty Pike said that the hedge around the Church Hall could do with trimming and Allan Macarthur said that he would look at this. Wendy Sinclair holds the key to the hall and she is in charge of bookings, and the PCC is very grateful to Wendy for managing the church hall and to all those who keep it clean and in working order.

A handrail has been installed on the north pillar for the platform steps and a plaque placed above the tower door in memory of Doug Jordan and to commemorate work on the tower in 2007/2008.

A working day was held on 24th April 2010, during which many areas of the church and churchyard were given a spring clean. Allan Macarthur thanked all the people who had taken part.

There were no questions about the fabric report and The Chairman thanked Allan Macarthur for his report.

It was now decided to have a 15 minutes break for tea and coffee.

Electoral Roll Report

In the absence of Mike Pepper, the Secretary said that the number on the roll in APRIL 2010 stood at 144.

Deanery Synod Report

The report was given by Georgina Greer, written by Naomi Gibson.

The Deanery Synod met 4 times during 2010, in February, June, September and November.

February

This meeting was held at Hagbourne Primary School, East Hagbourne. The Synod welcomed back Revd Edward Carter from his sabbatical. He reported on his time away which included time on retreat, travelling to visit relatives in Australia, as well as studying. He spent the 13 Sundays worshipping at different churches to experience a variety of styles of worship and what it was like to be a visitor. The Revd Canon Sue Booy was invited to inform the Synod about the forthcoming General Synod elections which the Deanery Synods are the electors. She encouraged the members to attend hustings and contact the candidates to find out more before they used their votes. Sue also reported on the debates at the last Synod meeting which included Clergy Pensions, Science and religious beliefs, TV coverage of religion and beliefs to name a few. The financial accounts for 2009 were presented and passed.

June

The June Meeting at St. Matthew's Harwell bid farewell to Revd Chris Stott who was attending his last meeting before retiring in September. Bishop Stephen's ministry and the numerous ways he has touched people's lives was also reflected upon as he was moving on after 6 years as Bishop of Reading to be Bishop of Chelmsford. The main item on the agenda was a presentation from the Deanery Pastoral Committee who had produced a discussion paper on the deployment of Ministry in the Deanery. It contained 5 ideas but the committee was keen for this paper to be discussed at PCC meetings and feedback to be sent at the end of September. The members were reminded to be guided by the "living Faith" themes.

September

This time last year the Synod heard about the renewal project at St. Mary Le More, Wallingford and this year we were able to see it in action. The meeting opened by a celebration of the Eucharist followed by a short business meeting before the members had chance to socialise and explore the changes in the Church. The members were reminded of the importance to vote in the forthcoming Synod elections. Roger Morgan representing Wallingford reported on the recent Parish Stewardship Promoters Launch meeting held in Grayfriars Reading. It was suggested that the Deanery be used to facilitate effective parish stewardship. It was agreed for the Stewardship Committee to discuss this possibility.

November

This meeting was held at St. Mary's Cholsey. The main item was to report on the feedback from the parishes on the Pastoral Committee Deployment of Ministry Paper. Members were asked to thank their PCC's for the valuable feedback. It was concluded that there was no clear consensus. Many of the responses had a common desire to be part of a Church that is growing and thriving through mission rather than cutting a stipendiary post. It was recognised that many areas of the Deanery would be having an increase in housing in the coming years but it was realised that the expansion of Didcot would be the greatest challenge for the Deanery. It was suggested that the Pastoral Committee look at models of Ministry to see if any of these may be suitable to adapt to the situation in Didcot. The Deanery Treasurer, Mark Bayliss thanked all the Parishes for paying their share for 2010 and reported that we would receive the full 3% rebate. The draft figures for 2011 were accepted. Revd Edward Carter mentioned in the Diocese Synod report that the Living Faith objective for 2011 was Making Disciples and asked members to share initiatives of their church to bring people to the Christian Faith. Bishop John is hoping that every congregation will be able to take on one new initiative in 2011. He will also be visiting all the Deaneries in the Diocese.

Thank are due to all those who give up their time to represent parishes on the deanery Synod and the churches and parishes who have kindly hosted our meetings in 2010.

Naomi Gibson

Deanery Secretary

January 2011

Child Protection Report

Georgina Greer, child protection officer for the parish, gave a brief report to the meeting.

Last year I mentioned that the Diocese of Oxford had decided to no longer process CRB forms but recommended that we consider joining The Churches' Agency for Safeguarding. This was only a recommendation but nevertheless both PCC's agreed to register with CAS.

A little about CAS: The Head Office is in Methodist Church House in London. It is a Christian Organisation with a Christian ethos. The police will continue to check our forms against the Criminal Records Bureau, but CAS will do the administration work, once I have returned the completed forms to them. They will basically do what Church House did, with less paper work and it will be cheaper to the Parish, £9.50p as against £13.00. I have already handed out some of the new forms, so we will soon know how difficult it is to fill them out. We are still under the 5 year rule, so a number of people will have to be rechecked. The main difference being I have to meet each applicant and in church will do, but I have to be asked personally by the applicants for the forms. I will no longer give the forms to someone else to hand out, so do not ask someone else to get the forms for you. I have various literature about CAS and copies of the new forms which you can look at but do not take them away.

The Chairman thanked Georgina Greer for her work in this very important work and invited questions,

Liz Roberts asked about the case for vulnerable adults and this would be checked.

Phil Roberts would check about the situation with children who do Bell Ringing.

Kate Evans asked about the situation with the children in the Orchestra and this would be checked.

Reports from Selected Organisations

Bell Ringers Annual Report

In last years report, I mentioned doing a spring clean and re-painting the ringing chamber.

This was duly done, which in turn spurred us on to enter the guild Tower Maintenance Award Scheme and were delighted to win a silver award. Working with the Churchwardens and the PCC, a small upgrade to the lighting enabled us then to achieve the gold award. Our weekly practice is doing very well and we do attract more visiting ringers(which helps greatly) and we even manage surprise methods on occasions. There is a phrase in bell ringing, "with one more ringer....."Our injury list reads like a premiership football club, we have Anita and Pat recovering from back and shoulder pain, Nell is recovering after a fall Brenda is more involved with the Playgroup, while Janice too, has one too many commitments. Also we do not see Callum in the ringing chamber so much due to school and other activities. However, Adam is doing really well and has started the young ringer's award scheme and needs all our encouragement. He has also just rung his first quarter peal. Congratulations Adam! Sunday service ringing I am pleased to say is still very buoyant, with up to 9 or 10 ringers taking part. Both Debbie Greenfield and I are finding the beginner's course most encouraging, it is nice to have 4 students that are keen on the subject. When the course ends later in April, they can then talk about bell ringing with some knowledge and perhaps would like to learn more.

We have been host to the branch evening practise (Thursday April 15th) where branch members help with the needs of that particular tower and the branch afternoon training session (Wednesday May 26th).

The Safari Supper that Debbie Greenfield organised on March 27th raised £620 towards the sound control system. The Tower open day on 25th July (in conjunction with the open gardens) was a great

success and raised a further £550 for the same project. The branch quiz on Saturday November 13th (held in Harwell Village Hall) was a good social event and somehow a team from Harwell village won! It was a sad time when Chris Scott, our vicar of 25 years retired, not before a branch band (including Paul Hartley and myself) rang a peal on Saturday 11th September. This being the 100th peal on Harwell Tower bells Harwell ringers rang a quarter peal on Sunday 12th September, just before his last service. We wish him and his family well.

We did manage a team for this years' 6 bell striking competition and came slightly down on last year but still managed fourth place behind the winners Wantage, Blewbury were second and Hagbourne third. Our only consolation was that we did try a more complex method. There is still much to do, we have the last few lessons of the beginner's course, the guild May Day ringing on Monday May 2nd when ringers from all over the country come to our branch and Harwell (from 09.50 – 10.50). We are hosting the New Years Day ringing (a branch event) on January 2nd 2012. There are 2 weddings that have requested ringing (Friday April 15th and Saturday June 25th). Not forgetting the sound control system where we now have a builder/ handyman prepared to undertake the work.

At our AGM in February the following were elected.

Tower Captain	Philip Roberts
Deputy Captain	Debbie Greenfield
Secretary	Mike Pepper
Treasurer	John Barnes

Elizabeth Gill stepped down as Steeple Keeper and that post was left open . Thank you Elizabeth for all your hard work over the years. Our President is usually the vicar and we will ask him if he would like to fill the post, once he has settled in.

I really do hope that next years report is shorter.

Philip Roberts.

Fledgelings Annual Report

This is our 4th year of running Fledgelings. We now have a team of 8 , Vicky, Ruth, Roz, Rosanna, Margaret, Nichola, Gill and myself. This means that it is possible to take a break without this being too big a burden for the remainder. There has only been a few occasions when several people have had other commitments and then illness has struck the others. The smallest team of stalwarts has been 3.

We have attempted to maintain our primary aims of presenting a friendly, welcoming and supportive atmosphere to new parents and carers. Our members and the eyes of the children ebb and flow as they move on to Little Pippins. We have to remind ourselves to have an advertising campaign a couple of times per year to attract new parents who might not have heard of us. We make it known that we are a group of Christians from St. Matthew's, and we offer under his wings twice during each school term as a small service in church with bible stories , prayers and songs aimed at the youngest toddlers. Because, on average, we are older people – we are able to offer support to those who may not have extended families in the area.

We have made friends with people who have now moved on as their children are growing up who stop and greet us in the street or the shops and who ask after our well being just as much as we do theirs. We have met a surprising range of people from a house husband looking after his little boy child minders and nannies and grandparents as well as mothers. We meet people from all walks of life in this area and children of all abilities from early walkers, talkers and climbers to those with physical and leaving disabilities. We have discovered that nannies can feel particularly lonely even when employed

by well off people in comfortable surroundings and that some of the most cheerful families might be living in some of the smallest flats in the village and that house husbands allow their children to make and build and ride bikes early but that they don't do the ironing!

Fledgelings is still offered free because of the kind donations of tea, coffee, milk cakes biscuits, craft materials and heating and lighting provided by our team members ,other members of the congregation and the PCC who cover the running costs. I would like to mention that Joan Impey's fruit cakes are always a favourite.

We attract a few mums from Chilton and have been visited by some from Didcot. Our smallest group may be only 5 or 6 parents plus their children but the largest have been up to 20.

At the moment we are down on numbers but we are waiting until we are back in the hall before having another push to attract new parents. We will be staying open through the summer with a smaller team and fewer parents, but this effort is really appreciated. If you have a young child, school holidays are not yet on our horizons.

Recently one mum told me that she has planned her second son's sessions at Little Pippins next year by keeping Mondays free so that she can continue coming to Fledgelings for as long as possible because she just loves it. We are occasionally visited by a Nanny who now works in Faringdon with her new charges, because she misses us so much.

So thank you for continuing to support us through your generosity and your prayers.

Anne Gill.

Evergreen's Report (given by Margaret Gibson)

Thank you for asking me to speak. I am sorry I cannot be here personally but I have a pressing engagement with horticulturist Bob Flowerdew.

This will be my third year of leading the Evergreen's and I am still thoroughly enjoying it. We have 85 members, not all of whom come to our meetings at the same time thankfully otherwise we would be overflowing into the car park. Usually the attendance at meetings is between 40 to 50 persons. We try to have varied speakers interspersed with 4 outings per year to different places of interest very ably organised by Loretta Hastings. Our meetings start with notices and a short prayer followed by the introduction of the speaker and we always end our meetings with a social time helped along with cups of tea and homemade cake.

I try to find interesting speakers. This year we have already danced, courtesy of the friendly folk, been educated on the Cutty Sark and introduced to dog Jack and the work of the Blue Cross Society.

I have a group of hardworking committee members for which I am very grateful and I hope we provide some good entertainment for the older people of the village.

Gill Gay.

The Rector's Remarks

There were no Rectors remarks this year as we were waiting for a replacement for Chris Stott who has retired.

Any Other Business

There was no other business and no questions.

Close

Kate Evans closed the meeting in prayer at 21:28 pm.

Signed as a true record:

Chairman:

Secretary: