

Minutes of a Meeting of Harwell PCC
held on Tuesday 26th September 2006 at 7.45pm in Harwell Church
Extension

Present

Cathy Convery	Nancy Preston	Martin Speed (Secretary)
Sid Gale	Tim Roberts	Chris Stott (Chair)
Madeleine Gibson (part)	Clive Silver	Frances Taylor
Clive House	Wendy Sinclair	Jane Woolley
Vicky Macarthur	Ruth Slatter	

1. Opening

Chris opened the meeting with a reading from Mark Chapter 4, reflection and prayer.

2. Apologies for absence

Apologies were received from Stephen Tunstall, Georgina Greer, and Kate Evans.

3. Minutes of the last meeting

The minutes of the meeting on Tuesday 11th July 2006 were signed as a correct record.

4. Matters arising

- a) **Pew sale:** Tim reported that there had been no objections received following the posting of the notice. The matter could now be referred back for authority to dispose of the items.

Action: *Tim* to continue to progress.

- b) **Disposal of items in the annex:** George Laing continues to work towards selling the speakers through e-bay.

Action: *Chris* to progress and report back.

- c) **Timetable for reporting:** Martin reported that this item has been superseded by the introduction of the priorities 'working group'.

- d) **Church weekend:** Frances reported to the meeting as follows:

The planning group consisting of Chris Stott, Kate Evans, Liz Roberts and Frances Taylor met on 27th July 2006. (Lynda Ward was unable to attend this meeting).

Discussion centred around the theme for the weekend which was confirmed as 'sharing life' which was part of the Church's vision.

The planning group invited Mark Rudall to be our guest and he will be leasing our thoughts with time each session for discussion on the theme. He and his wife Marian are delighted to be joining us.

The planning group have visited the hotel, which they found to be very comfortable, overlooking the sea and offering good facilities.

Kate has arranged for Christian books and literature to be available on a sale or return basis from 'The fountain' bookshop in Wallingford.

Frances is processing the booking forms, which are steadily coming in. 40 bookings have been confirmed to date.

Children's activities have yet to be arranged and the planning group still need a co-ordinator for this, so please pray that this will be resolved soon.

Frances has been most encouraged by those bookings where individuals have arranged to share a room with a friend or where lifts have been offered, showing something of the 'sharing' we are going to explore together.

Action: Frances to report progress at the next meeting.

- e) **Trip to the Holy Land:** Chris reported that the events in Lebanon had given concern and that he was waiting to how the security situation there progressed.

Action: Chris to report progress at the next meeting.

- f) **Altar Frontals:** Ruth reported that draft designs had been reviewed. It had been found that a Faculty would be required, but that Elizabeth Gill had volunteered to deal with this.

Action: Ruth to report progress at the next meeting.

- g) **'Back' water rates:** Clive reported that there was no challenge that could be made to this charge.

- h) **Viable 'choir' for new charge:** Chris reported that he had established 12 to 14 would be a reasonable number for the Choir to be able to charge the £40 fee.

- i) **Churchyard bench:** Investigation had identified a number of options, but the wood versions were either not sturdy enough or very expensive. A re-cycled plastic option had been found but the PCC were not enthusiastic about this choice of material. It was suggested that Mr Bint who had made a gate for the church may be able to build what was needed.

Action: Ruth to investigate further and report back.

- j) **Becoming a Fair Trade Parish:** Joan Impey has agreed to take on the role of 'Fair trade champion' for both Harwell and Chilton. On the basis that there is someone able to turn any pledge into action, it was formally proposed for the PCC to commit to becoming a 'Fairtrade church'.

Resolution	To become a 'Fairtrade church' by pledging: <ul style="list-style-type: none"> • To use only Fairtrade tea and coffee at church meetings for which the PCC is responsible • To move forward on using other Fairtrade products • To promote Fairtrade during Fairtrade Fortnight and as opportunities arise at other times 				
Moved	Sid	Seconded	Frances	Passed	Unanimously

Action: Martin to draft a note for the notice sheet and to inform the organisers of the campaign.

- k) **Was there a shortfall on Rob's ordination coach?** Clive H reported that there was no shortfall.

5. Financial report

Clive H presented a report on the current financial position. Among the key points he made:

- Income is generally 'on course' as it stands at 80% of budget after 75% of the year has passed
- Expenditure seems an even more promising picture, but Clive pointed out that insurance payments were not yet made
- Some maintenance costs would be carried over until next year (primarily as a result of the difficulty finding a contractor with appropriate insurance) which would have a beneficial impact on the accounts

Cathy raised the issue of Jean's expenses not being used and that nothing had been spent on outreach.

It was agreed that Clive H will look into the issue of the unused expenses, and the outreach funds could be used to subsidise young people who wanted to attend the church weekend. It was agreed that a discount of 50% would be the sort of level of subsidy that the PCC believed was appropriate, but that it was impossible to decide on a rate until it was known how many young people may want to come if subsidised.

Action: *Clive H* to investigate the unused expenses and report back at the next meeting.

Action: *Vicky* to advertise the opportunity for subsidies and when the demand is known make an appropriate allocation of the money.

6. Giving to local caring organisations

Clive reminded the PCC that a decision on how the budget for local caring organisations ought to be spent needs to be made at the next PCC meeting (in November). He asked that nominations should be passed to him before the meeting. He said that he would ensure there was a note about this in the notice sheet.

Action: *Clive H* to investigate place a note in the notice sheet.

Action: *All* to pass any nominations to Clive H.

7. Buildings report

The report from the buildings committee was reviewed.

The issue of the difficulty of small contractors being able to get insurance to work on Churches was noted. The meeting was interested to know what the additional cost of the insurance involved in small contractors working on Churches would be.

Action: *Tim* to investigate the insurance costs.

It was noted that this issue had affected plans to paint the exterior of the Church hall. It was suggested that this may be appropriate for a working party.

Action: *Tim* to take this suggestion back to the buildings committee.

8. Church Tower Project

Tim reported that the Church Architect, Phillip Waddy would not be able to undertake a survey until the middle of October, meaning that it would not be until the end of October that there would be a good estimate of the costs and until it would be known whether there were any short term measures that could be taken. However, this would be in time for the next PCC meeting.

Roz Ship has been co-ordinating work on fund-raising. A Christmas bazaar was arranged to take place in the Village Hall on the 18th November. It is estimated that it will make around £800. The PCC was asked to consider whether it would support the outlay required to purchase merchandise for this. The purchase of good quality merchandise such as mugs,

umbrellas and pens, which could be sold at the bazaar, was generally believed to be a good idea. This would need an initial investment to be made before the next PCC meeting.

Resolution	That the Tower Committee be sanctioned to spend up to £1,000 on merchandise for sale at the Christmas Bazaar. The merchandise purchase to be left to their discretion, but the aim should be for a minimum 'mark-up' of 50%.				
Moved	Clive H	Seconded	Cathy	Passed	Unanimously

The name for the appeal was discussed. Two principal options were put forward:

- The relatively obvious: 'Harwell Church Tower Appeal'
- Something that included a recognition that the church tower has wider significance as a landmark – to recognise this it was suggested that the wording 'Our local landmark' would be added

There was no strong enthusiasm for either wording option or the concept logo. There was recognition that decisions would have to be made before the next PCC meeting – so the Tower committee would have to take a decision, but the following ideas were put forward as an ideal:

- That the solution would have a touch of humour
- That it would be idiosyncratic
- That it would not necessarily just focus on the tower

Suggestions from the PCC were encouraged by Tim, and the PCC asked that circulating further developments by e-mail would be appreciated.

9. Team time meeting

No team time meeting has been held since the last PCC meeting.

10. The because approach

The paper distributed by 'because approach' workshop group was discussed and broadly endorsed. The proposal for a policy sub-group to be formed was agreed as a formal resolution:

Resolution	To form a sub group to review priorities for church activities in detail as recommended by the Workshop group, to comprise of the following volunteers: Stuart Gibson (group co-ordinator), Tim Roberts, Pam Rolls, Chris Stott.				
	That the aim of the sub group would be to propose church priorities and to draft a plan to achieve them. The group would also make proposals for consultation and communication with, and the involvement of, the rest of the congregations about the plan.				
Moved	Jane	Seconded	Tim	Passed	Unanimously

11. Deanery Synold request for contributions to a skills register

This issue was raised briefly at the previous meeting. Chris explained that there was a focus on each church providing one 'gift' to the Deanery. There were no additions made to the list of things that Harwell 'was good at' that was drawn up at the last meeting. This comprised of:

- Locum clergy
- Music
- Youth work (youth fellowship and Childrens' Activity days)
- Bell ringing
- Website
- Marriage preparation
- Alpha

It was agreed that these potential gifts be put to the Deanery Synod to see what was thought to be attractive to the other churches – but it was agreed that no firm commitment could be offered because the people concerned had been given an opportunity yet to indicate whether they would appreciate being a gift.

12. Proposal about when young people join the 11 O'clock services

Vicky introduced to the PCC the proposal outlined in the paper she had circulated.

This proposal aims to involve more young people in Sunday morning groups by 'standardising' the arrangements so that the children always start off in their groups and then join the service at the end or (for those in Discoverers or Pathfinders, whose parents are in church) be collected from the hall.

In discussion it was agreed that the arrangement should be used to encourage more children to come into church if possible, and that there would need to be careful planning of what the 'all age' portion of the service should include.

Resolution	That the new arrangements proposed by Vicky be trialled from January.				
Moved	Vicky	Seconded	Jane	Passed	Unanimously

13. Combined PCC meeting

There was a discussion of the Combined PCC meeting (for all PCC members of both parishes) on Thursday 14th September at Harwell Church Hall and discussed closer working together of the two PCCs and how we can do this more effectively (and will included supper together). The opportunity for discussing the issue and the particularly fine food were praised – the difficult conditions for hearing what was said (which were not helped by the layout of the room) were not.

Tim reported that the first meeting of the working party formed at that meeting to look into the issues associated with a combined PCC for Harwell and Chilton would take place on the Thursday after this PCC meeting.

14. Standing committee business

Martin reported that the standing committee had not dealt with any items since the last meeting.

15. Future dates

Wednesdays starting 4/10/06	Youth confirmation classes in expectation of a March confirmation service in Harwell
25 th October 10:00 to 12:00	Pyramid rock follow-up meeting (the Wednesday of half term) in the Church hall
28 th October at 11:30	Thanksgiving service for Robin Greer
28 th October at 14:00	Evergreens Sale
29 th October	Bible Sunday
18 th November	Christmas Bazaar
25 th November 10:30 to 12:30	Christmas children's activity morning
3 rd December	Toy Service
17 th December	Carols by candlelight
24 th December 3:30	Crib service

16. Other Business

- a) **Toy service** there was a discussion of whether who would best benefit from the toys collected at the service this year. Nancy proposed the national 'pass the parcel' charity.

Action: **Nancy** to investigate this option further. [Subsequent to the meeting Jane proposed the Women's refuge in Oxford, and this has been agreed by the standing committee on behalf of the PCC.]

17. Close

The meeting closed with prayer at 9:45 pm.

18. Next Meeting

Tuesday 14th November at 7.45 pm in the Church Extension.

..... Chris Stott, chairman

..... Martin Speed, secretary

PAPERS

- PCC06M2 Minutes of previous meeting
- PCCP6-3-01 Finance report
- PCCP6-3-02 Buildings report
- PCCP6-3-03 'Because' approach meeting notes
- PCCP6-3-04 Proposal from youth leaders