

Minutes of PCC Meeting held at St. David's Church at 7pm on Monday, 22nd September 2014

Canon Tom Honey welcomed everyone and opened the meeting in prayer.

Apologies

Mary Kirkland
Emma White
Sarah Black

Attendance

Adrian Hewitt	Avril Pattinson
Lizzy Hewitt	Keith Postlethwaite
Richard Barnes	Dave Allin
Hilary Todd	Roger Beer
Bill Pattinson	Stephanie Aplin
Fr Andy Atkins	George Hexter
Canon Tom Honey (chair)	

Minutes of the last meeting

The minutes of the previous meeting (18th June 2014) were approved after a few technical corrections. Proposed by Bill Pattinson, seconded by Keith Postlethwaite.

Matters Arising

The Esther Community. Canon Tom has visited the Esther Community, a long established women's hostel on St. David's Hill. Since there is currently no Government Funding available for such provision for adult women, to meet funding requirements the Community is now only taking boys and girls to age 18. No further PCC action required.

A presentation had indeed been made to Lorna Cowdry, in recognition of her many years' service as Organist and Music Group organiser.

Projects Reports

St. David's Building Project

Dave Allin reported that, subject to a Permission to Proceed letter, he could announce that the Heritage Lottery Fund had approved £51,000 initial funding for the next 12 months, to enable additional funding to be found and the Project Plans to be fully developed.

There are 10 items to be pursued now. Highest priority are

- (i) secure the rest of the funding (£170,000 applied for Garfield Westo).
- (ii) Get the agreement with Diocesan Advisory Committee and English Heritage over church interior reordering. St. D has proposals for removing

pews, new heating, lighting and sound systems, etc. The position of the Font is undecided.

- (iii) A laser model of the church to assess the degree of movement is to be commissioned.
- (iv) A Project Committee must be approved by the PCC.
- (v) Tenders for work will be issued.

Dave reminded members that the total cost will be in the region of £600k, with HLF contribution limited to £250k under the scheme we are using. VAT will be reclaimable.

St. Michael's HLF Music and Heritage Project

Richard Barnes reported that the end of October for completing the HLF project was approaching fast.

The finances for the project were outlined.

Organ Fund still just in credit. Approx. £4000 still to pay.

Total Budget £58500 will be overspent by £1500-2000 but mostly covered by donations received since project started.

Note that ongoing costs from project for Organ Tuning and Peregrine Camera Streaming should amount to about £1000 per annum. The myDonate option on the website requests donation for these Heritage and Music aspects of St. Michael's.

Purposes of the –

1. Replace electronic Organ – done. Pipe organ in use.
2. Demonstrate Organ Build – done, visible to school, volunteers & small team, lectures and recitals.
3. Share Musical appreciation more widely.
4. Community activities – new Website commissioned and active + twitter.
5. Peregrines and natural environment – Camera on-line 2014.
6. Organ Teaching – Young Organists' Competition.
7. Acknowledge Mount Dinham's Heritage – Lectures, Requiem, external Display Board commissioned, in discussion for DAC approval.

Finance Report

For St. David's, Canon Tom read an email report from Barbara Allin. For the 8 months Jan-Sep 2014, in round figures. Income £72k including £37k Planned Giving and £11k Gift Aid. Outgoings £70k including £45k Common Fund, £8k Utilities and £4k Insurance. St. David's hoped to show a small surplus over the year.

St. David's Insurance would be renewed in October for £4980 p.a. but if needed to be clarified whether this covered 25% or 75% of value of the building.

For St. Michael's, Adrian Hewitt circulated a Cashflow graph to Sep 2014 indicating a likely deficit this year of £12k again. A change of Utility provider had been made which could save up to 30% (£3k) next year. Thanks were recorded to Adrian for his work as Parish Treasurer.

Fabric Reports

St. David's – Dave Allin reported the steeplejacks had been to secure ridge tiles and repoint against water ingress. The parapet over the Bell Tower door had been repaired. Working parties, saving much I labour costs, had cleared drains and replaced internal lighting, most noticeable on the reredos.

St. Michael's – The repaired floor at the back of the church had been restrained. The flooring the other side will need to be replaced in the future. The gutters have been cleared after the peregrines have fledged the nest. Some lighting in the nave has been replaced with LEDs of lower wattage but the same lumens. A shed for storing the scaffolding would be useful.

Independent Examiner

For practical reasons there had been difficulty finalising the accounts for the APCM in recent years, so the PCC had agreed to seek a new examiner. Having consulted other local churches, a possible candidate at St. Mark's had been found and was being approached. It was noted that HLF moneys going through the St. David's account would require a full audit.

Safeguarding

Diocesan Rules had recently been formalised. Avril and Canon Tom will meet with Diocesan Safeguarding Officer. A Safeguarding Policy will be presented to the PCC for approval. A person and job specification would be drawn up and interview(s) held.

Publishing PCC Minutes

Minutes are already displayed on noticeboard in church. Therefore PCC minutes, with unnamed discussion and any confidential issues removed, should be publishable on-line after approval by the following PCC Meeting.

Proposal: PCC agrees to publish its Minutes on-line, as well as a printed copy on noticeboard, retrospectively after approval at the subsequent PCC Meeting. Proposed by Canon Tom Honey, seconded by Roger Beer, passed nem con.

Proposed Christmas Fair Saturday, 29th. November 12 noon – 4 pm

Fr Andy Atkins said that to satisfy Ecclesiastical Insurance, the PCC must record its permission to hold such a Christmas Fair where all external stallholders must provide their own insurance. Proposed by Fr Andy Atkins, seconded by Dave Allin, passed nem con.

St. Michael's Sale at St. Stephen's, Saturday, 1st. November 10am – 1.30pm
Cost £50 was also mentioned with request for items to sell and cakes on the day.
Proceeds to St. Michael's.

Social Media

Both churches are now using these well. Safety guidelines will be sent to those active in this area. A draft Communications Policy will be presented next meeting.

AOB

Wreford's Close – The house has been made good. Good new tenants are in. The agent, Robert Williams, is more pro-active. Useful rental income is being received.

This was Fr Andy's final PCC meeting here. He thanked the PCC for good and constructive discussions. The PCC thanked Fr Andy in particular for his knowledge of correct procedure, and unerring good sense.

The meeting concluded at 9pm with the Grace.

Thanks go to Richard Barnes for taking these minutes.

Date of next meeting:- Monday, 8th. December 2014

Addenda concerning business concluded by email since the last meeting

On 17th November, members of the PCC were contacted by email, to seek their approval for a proposal by David Allin to submit a grant application to Pennon for the transformation and repair project. The details of the proposal were sent to members. The following members indicated their approval, thus forming a majority

Dave Allin
Tom Honey
Avril and Bill Pattinson
Richard Barnes
Hilary Todd
Roger Beer
Sarah Black
Adrian Hewitt
Mary Kirkland
Richard Parker
Keith Postlethwaite
Emma White

On 14th November, members of the PCC were contacted by email, to seek their approval for a proposal by Robert Pocock to restore the grave of General Alexander Cavalie Mercer, which is in St David's churchyard. The details of the proposal were sent to members. The majority of members indicated their approval.

On 31st October, members of the PCC were contacted by email, to seek their approval for a proposed structure of a steering committee of the transformation and repair project. The details of the proposal were sent to members. The majority of members indicated their approval.