THE UNITED BENEFICE OF
HENLEY-ON-THAMES WITH REMENHAM

PARISH OF ST. MARY THE VIRGIN, HENLEY-ON-THAMES

Minutes of a Meeting of the Parochial Church Council
held on
Tuesday 19th June 2007
at 8.00 pm
in the Chantry House

PRESENT

The Rector, Peter Hopkins (Secretary), George Constantinidi, Alan Tang, Geoffrey Taylor (Churchwarden), Ceridwen Cranford, Carol Brook-Partridge (Churchwarden), Stuart Crippen (Treasurer), Anne Forrest, Andy Hurst, Stephen Nichols and Martin Whittaker .

The meeting was preceded by a celebration of the Eucharist in St Leonard's Chapel.

1 APOLOGIES

Apologies for absence were received from David Dew, Liz Preston and Val Barter.

2 APPOINTMENT OF OFFICERS AND REPRESENTATIVES

Stuart Crippen was re-appointed Treasurer, Peter Hopkins was re-appointed Secretary, and Carol Brook-Partridge was appointed Vice-Chairman. The auditors (Villars Hayward) and the Electoral Roll Officer (Elspeth Villet) had been appointed at the APCM. Stephen Nichols and George Constantinidi were appointed as the PCC's representatives to Churches Together in Henley, and the Rector would approach Margaret Johnson to see if she was interested.

3 MINUTES OF LAST MEETING

The minutes of the last PCC meeting were approved and signed by the Chairman. The minutes of the April 2007 APCM were also considered and approved to go forward to the 2008 APCM for formal approval.

4 BUILDING MATTERS

<u>Storm damage</u>

The storm during the hour before the meeting had caused some water to enter the Church, in particular where the north nave aisle meets the baptistery, also through the stained glass windows behind the altar in St Leonard's Chapel, and in the passage way through to the Chantry House. However it was noted that this had been an exceptional storm and that the state of the roof would be picked up in the Quinquennial inspection in due course.

Stonework around windows

The stonework around some stained glass windows was deteriorating.

South Aisle flooring problem

Richard Fletcher had discussed the defective flooring in the South Aisle with the architects and they had agreed to pay for the remedial work and for the independent survey we had carried out; the Secretary to write to thank Richard Fletcher for all his work on this.

The organ

The organ needed repair: The organist and choirmaster Philip Aspden addressed the meeting and advised about possible solutions, and tabled some email correspondence between him and Tarquin Wiggins who had an ex-Cambridge College fully refurbished and re-polished three manual drawstop console available at a cost of £12,400 including VAT. There would also be a charge of £13,500 including VAT to provide and fit a new modern switching and piston system, transformer/rectifier units and new low voltage organ cabling. The PCC agreed to move forward on the idea of replacing the existing console, and agreed to contact the Diocesan organ adviser to see if more quotes were needed. The Standing Committee would carry forward ideas about fundraising for the new console, though the Rector would investigate whether VAT had to be charged on it.

Formation of St Catherine's Arts

Father Martyn proposed the creation of a new body, to be called St Catherine's Arts, to act as a body to organise concerts and other artistic events in the Church, in order to protect the PCC from liability. The PCC agreed the proposal.

Lease of ground floor of Chantry House to Red Lion

It was noted that the Red Lion Hotel had recently changed hands. The Rector needed to sign a document in order to assign the lease of the ground floor of the Chantry House over to the new owners, and the legal costs would be paid by the Red Lion. This was approved.

5 CHANTRY HOUSE

All was proceeding well; there was nothing to report.

6 TREASURERS BUSINESS

The Treasurer spoke to the latest Balance Sheet (up to 19/6/07) and reminded the PCC that the description of the Coif shares as 'Endowment' was purely to separate this asset from other PCC assets in our internal accounts. The Church had limited working capital available to it and a Stewardship campaign was to be recommended in an effort to increase regular gift aided giving. However increased receipts from other donations coupled with controlled expenditure was helping to keep PCC finances in balance.

The Treasurer also took the PCC through the terms of the engagement letter from our Auditors to ensure that the PCC were fully aware of their responsibilities in this area.

Following the appointment of our new Church Warden it was necessary to amend the Barclays Bank mandate to include Geoffrey Taylor as one of our three signatories. The other two signatories are Carol Brook Partridge and the Treasurer, with cheques being signed by any two. The Treasurer also explained the internal systems in place to safeguard the collection and banking of church collections.

7 ANY OTHER BUSINESS

A grant of £500 was approved for a charity called Thrive who had approached the PCC for funding for a gardening project in Reading for people suffering from dementia.

Wheeled racks had been bought for the Chantry House to stack the tables, for safety.

Churchyard: the Rector would hold an open meeting in due course, possibly in July, for residents to discuss the proposals. The Rector would also make a presentation to the Town Council.

New Churchwarden Geoffrey Taylor proposed a day in October, earmarked for Saturday 13th October, 10-12, for the PCC to get together to consider aspects of our mission in the Parish, other than building and financial aspects which were covered by PCC meetings. It was hoped and expected that all PCC members would make every effort to attend.

8 DATES OF FUTURE MEETINGS

STANDING COMMITTEE (6pm, not 7.30, Parish Office)	**PCC (8pm Chantry House)**	**APCM**
Tues 11th September 2007	Tues 25th September 2007	
Tues 30th October 2007	Tues 13th November 2007	

The meeting closed with prayer at about 9.45 pm.

Signed by the Chairman ……

Dated ……