

**St Mary the Virgin - Henley  
Parochial Church Council  
PCC Meeting Wednesday 23<sup>rd</sup> November 2016  
8.00 pm, Chantry House  
(7.30 Eucharist)**

**MINUTES**

**PRESENT:**

Fr Martyn Griffiths (Rector and Chairman), Sheila Croton (Secretary), Sue Hockley (Churchwarden), Carol Brook-Partridge (Churchwarden & Dean Rep), Richard Fletcher, Martin Whittaker, Julian Elkington, George Constantinidi, Stephen Nichols, Sally Batty, Mary Wood (Dean Rep), Sarah Bell and Kathryn Turner (Treasurer).

**APOLOGIES**

Stuart Crippen (Dean Rep), Gary Sieling (Music Director), and Jim Hurst.

**MINUTES OF LAST MEETING**

The Minutes of the PCC meetings for September were accepted as a true record proposed by George Constantinidi and seconded by Richard Fletcher. The minutes for the meeting for November were accepted as a true record proposed by Julian Elkington and seconded by Sally Batty. Agreed Nem Con

**MATTERS ARISING**

There were no matters arising not covered by the agenda.

**TREASURER'S REPORT**

**Incoming Funds**

We have applied for and received a grant of £944 to cover the cost of VAT on the final two payments in respect of the phase 1 roof repairs. This was from the Listed Places of Worship grant scheme which was set up by the government to enable them to neutralize the effect of VAT on repairs to churches. As I understand receipt of the grant is more or less automatic as long as a correct application is made.

**Parish share**

We paid the final instalment (£8,379) of the parish share of £85,879 at the end of October.

**Charitable Giving**

As agreed at the last PCC meeting we formed a small committee of volunteers to discuss charitable giving and the congregation were also encouraged to make suggestions. We have now come up with a list which I submit for your approval. We have retained most of our regular beneficiaries except the following:

- Medical Experts on the Front Line MERLIN who appear to have gone away
- Henley Lions Club
- Oxfordshire Historic Churches whose donation of £100 I would like the PCCs approval to turn into a membership fee and thus make us eligible to apply to them for grants.

I accept that the list is rather long but if you think we should abandon any other of our previous beneficiaries I suggest that we keep them in for this year but let them know this will be the final year. *(It was decided at the meeting to increase our donation to Sue Ryder from £150 to £500)*

### **Pensions for our Employees**

As agreed by the PCC last meeting I have commissioned Kench and Co to set up a pension scheme for us with NEST and to write to our employees to offer them membership. The pension scheme has now been registered.

### **Chantry House**

It has been our practice for the church to charge the Chantry House £3,000 per annum in respect of Julie Griffin's salary to represent her time spent on organising the lettings. For some time now the Chantry House has struggled to pay this and we have had to draw on the Chantry House Deposit account for funds. The funds remaining in the deposit account after the most recent withdrawal are £1050.35 and we have just made this payment which has been owing since last December. Lettings are down as we have lost the Ukele Club since the person who ran it now spend most of her time elsewhere. We did well on the teas this year but the income is seasonal. This is an internal adjustment as we do not produce separate signed accounts for the Chantry House. It is arguable that if we are going to allocate expenses in this way the Chantry House should charge the church for the currently free use of its amenities but that would create a lot of work for very little benefit. I therefore suggest that £1,500 would be a more manageable amount.

*(This was agreed at the meeting)*

### **General Resources**

The balance in Barclays Bank on 3<sup>rd</sup> November after the payment of the parish share was £17,940. The balance in the church deposit account at the end of September was £2,392. The balance in the Ellen Buckland account is £145779 (the account currently owes the current account £1588) and the balance in the Fabric account is £55,214. I expect that we will more or less break even for the year.

### **CHAIRMAN'S REPORT**

Father Martyn informed the PCC that he has visited the Bishop to tender his resignation and the date has been agreed upon as 14<sup>th</sup> January 2018. There were several questions as to what happens next but once all the papers have been signed the PCC secretary will receive all the relevant papers and a meeting will be called. There will be two representatives from Remenham and two from St Mary's plus the patrons from both churches. St Mary's is the Bishop and Remenham is the Dean of Jesus College Oxford. These people will be responsible for selecting the new incumbent with the help of the Relevant PCC members. Hopefully with this longer lead in time there will be less time in an interregnum remembering whoever we appoint will likely need to give 3 months' notice and cannot be appointed until Father Martyn has left.

## **FORTHCOMING DATES**

- 27<sup>th</sup> November - Advent Carol Service
- 6<sup>th</sup> December - Sue Ryder Carol Concert
- 9<sup>th</sup> December - Rupert House School
- 10<sup>th</sup> December - Henley Choral Society
- 11<sup>th</sup> December - Rotary Club Carol Service
- 14<sup>th</sup> December - Gillots School
- 16<sup>th</sup> December - Shiplake College
- 17<sup>th</sup> December - Scouts Service
- 18<sup>th</sup> December - Nine Lessons & Carols Service
- 24<sup>th</sup> December - Christingle 3pm; Living Advent 6pm; Midnight Mass 11pm
- 28<sup>th</sup> January 2017 - Henley Choir Festival

## **DEANERY REPORT**

Carol Brook Partridge kindly reported that a Deanery Synod meeting was held at St Mary's on 17<sup>th</sup> November. The lay chair introduced the new Area Dean, Revd. Linda Smith and James Stickings the new Rector of Kidmore End, Sonning Common and Rotherfield Peppard; Robert Thewsey new Rector of Shiplake with Dunsden & Harpsden; Steve Johnson new Curate at Goring and Streatley; Alan Gates, a 'House for Duty' priest at Ipsden and North Stoke.

The treasurer said that 75% of the Deanery Parish Share has been paid. There is a rise of .65% next year.

The Area Dean announced that Bishop Stephen will be visiting our Deanery on Thursday 20<sup>th</sup> July 2017. A programme of the day is being devised at the moment. The day will end with a short act of worship (venue to be advised) for everyone so all PCC's should be alerted to this event.

There was news from the parishes of various events. After the business we all shared a 'bring and share' supper.

## **BUILDINGS**

Roof repairs.

The Phase 2 Roof Repair Project was agreed by the DAC subject to a requirement to consult with Natural England which is a heritage body. The public notice for the faculty was displayed on 21<sup>st</sup> November. On 22<sup>nd</sup> December, the required 28 days will have passed and we can then submit the petition. We would hope to have the faculty in early January. We will therefore not meet the deadline of 28<sup>th</sup> December for submitting documentation to the Roof Repair Fund. We have spoken with them and this will not be a problem. We anticipate that the job will be tendered early in the new year with a start on site in mid-March.

Father Martyn and the PCC thanked Martin for all his continued hard work.

## **CHURCHYARD**

Sue Hockley has contacted the SODC re the damaged surfaces outside the church and they came within 24hours to visit the church and inspect the damage. They agree it is need of repair but is listed as a Grade 3 urgency and will not be a priority but will be repaired in due course.

**CHANTRY HOUSE**

**Red Lion Update**

Mr Gill has contacted Sally re the nonpayment of rent assuring her it is now paid although we have still not received the money. The letter also states he now has planning permission but this would seem unlikely as we have heard nothing as the owners of the property. The PCC decided the time has come to send a formal 7 day letter.

**HEALTH & SAFETY**

**Organ Cables**

Martin W has spoken to Tarquin who will obtain costs to fix the leads. This is not expected to be expensive.

**AOB**

**WEB SITE**

Our web site is still very out of date and does not contain essential information relating to forthcoming services etc. Richard Fletcher has a contact who may be able to assist and train the secretary and others so that the information can be updated.

**TOWER PHONE MAST**

The phone mast needs some work doing to it and this will involve cranes and road closures. Richard explained all costs will be met by the phone company. The company have also asked to site a generator somewhere in the vicinity to enable the system to work if there is a power cut which they are obliged to do by law. A brief discussion was had as to where this could be sited, with an addition shed, or the crypt if it was opened. Father Martyn and Richard will explore these ideas with the company. Richard also requested we try to extend the contract, which is an income to us, from 2021 for a further 4-5 years. The PCC agreed to this. Julian raised concerns that there is a leak in the tower which could be form the base of the flagpole. Richard agreed that he will mention this to the contractors and ensure that when re-siting the flagpole as part of the mast upgrade any new fitting will be waterproof. Richard will be liaising with our architect, John Radice.

**Dates of future PCC Meeting dates (Provisional)**

- Tuesday 14<sup>th</sup> March 2017
- Sunday 30<sup>th</sup> April (APCM) 2017
- Tuesday 16<sup>th</sup> May 2017
- Tuesday 18<sup>th</sup> July 2017
- Tuesday 19<sup>th</sup> September 2017
- Tuesday 28<sup>th</sup> November 2017

The meeting closed at 9.20 pm with prayers.

Signed by the Chairman .....

Dated .....