

**St Mary the Virgin - Henley
Parochial Church Council
PCC Meeting Wednesday 27th November 2018
7.30 pm Mass St. Leonard's Chapel
8pm Meeting in Chantry House**

MINUTES

PRESENT:

Father Jeremy, Sheila Croton (Secretary & Dean Rep), Sue Hockley (Churchwarden), Carol Brook-Partridge (Churchwarden), Kathryn Turner (Treasurer), Stuart Crippen (Dean Rep), Mary Wood, Sally Batty, Robin Hartley, Martin Whittaker, Stephen Nichols, and Richard Fletcher.

APOLOGIES:

Sarah Bell, Jim Hurst, George Constantinidi, Joan Edwards and Julian Elkington.

MINUTES OF LAST MEETING

The Minutes of the PCC meetings for July were accepted as a true record proposed by Robin Hartley and seconded by Mary Wood.

MATTERS ARISING

None raised which are not covered elsewhere

CHAIRMAN'S REPORT

Father Jeremy thanked everyone for their support. He spoke about the Gift Day on 1st December when he will be in church from 10am to 5pm to speak to anyone who wishes to speak to him. He will have Gift Aid forms, standing order forms and other methods by which donations can be made to the church. He has changed the service slightly for Advent and new booklets will be introduced on 2nd December. He has enjoyed his time with us and is finding some areas a steep learning curve. This parish is very different from his last one in several ways. One of these is the fact that most of our congregation come every week where as his last parish was much more transient. He is planning to start a Carer & Toddler group on Tuesday mornings in church in January. He said that volunteers will be required to help and support this new initiative. One of his priorities is reaching out to young families. He aims to build links to several schools. He will be preparing new service booklets over the coming weeks and has enjoyed in many invites to Civic meetings and get-togethers, Sally said he is already well known in Henley and Richard added that we are extremely pleased to have him with us.

TREASURER'S REPORT

Parish Share

We pay the Parish Share in ten instalments through the year. We have now paid nine instalments of £7,737 and I expect to pay the last instalment by mid - December in order to pay the total of £77,374.

Building work

We are having remedial work done on the roof by Francis Construction who were responsible for the roof repairs last year. We expect this to cost £4,000 plus the

bill for the architect John Radice. This will come from the Fabric Fund. Some of the cost may be borne by the contractor in the form of writing off the retention. We should be able to claim a grant to cover the VAT.

Chantry House

We have finally received this year's rent from the Red Lion thanks to George Constantinidi's determined chasing of the debt. Having said that the cheque we received bounced and we eventually received a personal payment from the owner as a BACS transfer. We had an improved result on the Chantry House teas, £3,604 compared to £2,081 the previous year and also received £700 for the Regatta café. Lettings are well down although I understand we can expect some more payments before the end of the year.

Parish Giving

The amount available for giving this year is £6,750. This is based 10% of last year's unrestricted income less this year's parish share. I attach a list of beneficiaries.

Two years ago, we asked the congregation for suggestions and had a small committee to consider these and this is what we came up with. Arguably we would be better giving fewer causes more each. I suggest that next year this is tackled earlier, and we do another review. I am therefore proposing to mention to all the beneficiaries that we are proposing to review our giving next year.

General Resources

The balance in Barclays Bank today was £14,082. This is in fact not quite enough to cover the final instalment of the Parish Share and the Parish Giving, but we have some monies owing to us from the Chantry House, and for the Remenham share, and we do receive extra funds in December and quarterly dividends at the end of November. However, the truth is that we have lost quite a few of our generous givers either through death or through people moving away.

So far this year we have just about broken even on total incomings and out goings but that is due to the repayment of VAT of around £13,000 in respect of the roof repairs, which went back into the Ellen Buckland Fund.

We are looking at other ways to raise money for the church, but it will take some time before these come to fruition although I look forward to Father Jeremy's gift day on Saturday.

The amount in the Ellen Buckland Fund Account is £107,588 and the Fabric Fund Account holds £28,823 which includes funds from the Friends of St Mary's.

The Chantry house current account stands at £23,547.

SECRETARY'S REPORT

Forthcoming Dates

- 1/12/2018 Gift Day 10am - 5pm
- 1/12/2018 Children's' Workshop 10am - 12.30pm
- 2/12/2018 Advent Carol Service 6.30pm
- 16/12/2018 Nine Lessons - 6.30pm
- 24/12/2018 Christingle - 3pm
- 24/12/2018 Living Advent - 6.15pm
- 24/12/2018 Midnight Mass - 11pm
- 26/01/2019 Henley Choirs Festival
- 17/02/2019 Confirmation (Joint Benefice Service - 10am)

DEANERY REPORT

Carol kindly updated the PCC on the last two Deanery Meetings. Robert Thewsey is now the Assistant Rural Dean, and appointment has been made for the Goring Benefice. Rev Ben Phillips who is due to be instituted on Feb 4th, 2019, everyone is welcome. A reminder that all PCC members are required to do Safeguarding CO course. The parish share for Deanery is 77% paid up for 2018, so we may just scrape 90% this year. The 2019 calculations have been done in line with our agreed formula. The Share going down very slightly! 7 churches haven't asked for any money, from the Deanery Mission Grant. Jonathan Farnhill talked about card-reader machines for the Parish Giving Scheme, so it has been decided to offer £200 to each church towards the cost of such a machine. The remaining £5k will now have to be spent on card readers. We plan to invite Jonathan to a future PCC meeting to explain the system to us. Gillian Ovey reported there will be no Plough Wednesday next year. But a Rogation Day instead. She also mentioned the Farming Community Network. Which is a Christian organisation with groups all over the country. It helps country people, particularly farmers, who are having a difficult time. Every single night of the week they run a helpline, and callers are referred to local county organiser. John Bodman gave a report on a Wilfred Owen Day held at Dunsden Church on Nov 10th, at which there were talks, readings, teas and a trail to be followed. A book was launched, 'Pennies on my Eyes', in conjunction with the Two Rivers Press. Wilfred Owen was a lay assistant at Dunsden church from 1911 to 1913. He was shot on Nov 4th, 1918.

BUILDINGS REPORT (MW)

PHASE 2 ROOF REPAIRS

Francis Construction who undertook the roof repairs which finished in August 2017 have now remedied defects in their work. This involved replacing c500 roof slates together with a number of other items. Whilst on site they have also dealt with a number of issues identified in the Quinquennial Inspection Report that were not related to their contract. There is only one known remaining roof fault. This relates to an area by the south east tower turret and will be dealt with by our local roofer under the direction of our surveyor.

Now that the dispute with Francis has been resolved the final account figure for the Phase 2 roof repairs is expected to be £144,747.10 plus VAT and the 2 1/2 % retention is payable shortly.

QUINQUENNIAL INSPECTION REPORT

John Radice has costed the list of Quinquennial recommendations at £182K. This is a cost for the complete list including trivial items, some that we can attend to ourselves, some that we are unlikely to want to do, and some relating to the grounds that are the responsibility of the SODC. The more costly items are mostly category C (to be attended to within 5 years) and relate to walls, stonework, and windows.

It is proposed that we should first address the category A and B items during the next 18 months or so. and after that consider how to fund the category C list maybe through an appeal, fund raising or possibly yet another lottery application.

CHURCH LIGHTING

All failed lamps have now been replaced in readiness for Winter.

HEALTH & SAFETY No new issues raised

SAFEGUARDING (SH)

A reminder that all PCC members are now required to take the first level of safeguarding training. The course is online which takes about 45 mins. A certificate should be printed off at the end to prove completion and these will be filed in the office. Please use this link to register.

<https://safeguardingtraining.cofeportal.org/login/index.php>

This requirement will help to show that we take safeguarding seriously. There is a Deanery trainer and there will be the opportunity to attend training sometime in February.

GDPR UPDATE

Please complete a form if you have not yet done so.

AOB

Altar Frontal - Our current red Altar frontal on the Nave is missing a Superfrontal. The PCC agreed to the cost of purchasing one which will be in the region of £380.00 This will match the current frontal

Post Cards - These have been replenished and it was agreed that we should increase the sale to 50p for postcards and 30p for bookmarks.

Painting - We are awaiting a response from Richard's letter. This will be distributed once it is received. Southey's now intend to charge us £8 per day for storage. We need Mr. Hopkins to sign for the release of the picture according to Sotheby's even though he was acting on behalf of the PCC and is no longer a member. After a long discussion it was decided that Kathryn will look into the cost of insuring the painting and Martin will investigate the cost of storing it properly in the appropriate casing.

Sound System - There have been some ongoing problems with this system. There are several companies on the internet who will visit and make a report on the system we have and advice on where to go next. It was agreed that Sue Hockley will investigate this for us in the New Year.

Flower Ladies Fund - The flower ladies have asked for an increase in their budget. It is currently £150 pa and has not risen for many years. It was agreed that the sum will be increased to £500 pa. Proposed by Stephen and seconded by Martin.

Carol wished to make a vote of thanks to George for all his hard work during the interregnum

The meeting finished with the Grace

Signed by the Chairman

Dated

Dates of future PCC Meeting dates

Tuesday 15th January 2019 Extraordinary Meeting for Bells and Tower Project

Tuesday 22nd January 2019 PCC Meeting

Tuesday 26th March 2019 PCC Meeting

Sunday 28th April 2019 - APCM

Tuesday 21st May 2019 PCC Meeting

Tuesday 16th July 2019 PCC Meeting