

**St Mary the Virgin - Henley
Parochial Church Council
PCC Meeting Wednesday 11th May 2016
8.00 pm, Chantry House
(7.30 Eucharist)**

MINUTES

PRESENT:

Fr Martyn Griffiths (Rector and Chairman), Sheila Croton (Secretary), Sally Batty, Sue Hockley (Churchwarden), Kathryn Turner (Treasurer), Carol Brook-Partridge (Churchwarden & Dean Rep), Stephen Nichols, Richard Fletcher, Martin Whittaker, Mary Wood (Dean Rep), Stuart Crippen (Dean Rep), and Gary Sieling (Music Dir).

APOLOGIES

Sarah Bell and George Constantinidi.

MINUTES OF LAST MEETING

The Minutes of the PCC meetings for March were accepted as a true record proposed Stephen Nichols and seconded by Sue Hockley.

MATTERS ARISING

There were no matters arising not covered by the agenda.

ELECTION OF OFFICERS

Appointment of Secretary: Sheila Croton was proposed by Mary wood, seconded by Carol Brook-Partridge, elected nem con.

Appointment of Treasurer: Kathryn Turner was proposed by Carol Brook-Partridge seconded by Sue Hockley, elected nem con

Vacancy on PCC: Julian Elkington has been elected onto the PCC for two years 2016-2017 and 2017/2018 where a vacancy has arisen through the resignation of Geoffrey Taylor. Also Jim Hurst has been co-opted for one year 2016/2017. Agreed nem.con

TREASURER'S REPORT

Incoming Funds

We received a legacy of £1,000 in March from the estate of Arthur Badcock. The Rector spotted that we had not received a FIT (Feed in Tariff) payment from Southern and Scottish Electricity in respect of our solar panels for some time and submitted an up to date reading which has resulted in cheques for £1,231 and £2,308.

Parish share

The parish share for this year is £85,879, an increase of £24. Given our improved financial position I am aiming to make ten instalments of approximately £8,500. I have issued three instalments and am aiming to issue a fourth instalment this week. We may then have to wait until we receive funds for Henley Charities in July before paying another instalment.

Charitable Giving

You may recall that we put aside £1,500 last year into our Charitable Donations Fund for use in emergencies. We were approached by Samaras Aid Appeal who were our Advent good cause last year. Previously they have requested medical supplies but in the wake of the bombing of the hospital in Aleppo they are setting up an emergency hospital and are appealing for financial help. We have sent them £1,000 from our Charitable Donations Fund.

Pensions for our Employees

As you may be aware the law on pensions has changed and we will need to begin to provide a pension for Julie Griffin by 1st February 2017. The diocese can recommend a provider and I will start looking into this in August. Kench and Co who prepare our payroll will need to be involved and there may be some set up costs. As an employer we will need to make a minimum contribution of 1% up to 5/4/18 2% up to 5/4/19 and 3% onwards.

General Resources

The balance in Barclays Bank at the end of April was £30,392 and the other balances have not altered since my last report.

However, I would repeat what I said in March that although the outlook is more cheerful than last year we should bear in mind that major repairs to the roof are still pending which is why Martin Whittaker has put in another grant application.

Regarding pensions, Stephen Nichols felt that as a good employer we should look to paying more than the minimum amount into their pension scheme. KT will be seeking guidance from the Diocesan finance director.

CHAIRMAN'S REPORT

Father Martyn is busy working on some information boards to help our many visitors understand the purpose and meaning of some of the items within our Church.

He has also ordered some ropes which will be placed in the church, fencing off certain areas. The Rood Screen doors will be left open enabling clearer viewing access whilst ropes will be placed across ensuring visitors are not walking in the sanctuary areas.

FORTHCOMING DATES

- 21st May 2016 - Churchyard Tidy-up
- 8th June 2016 - Archdeacons Visitation
- 12th June 2016 - Civic Service

BUILDINGS

We will hear sometime in June if our application to the Listed Places of Worship Roof Repair Fund has been successful.

After about 15 years' service the Chantry House sheds need some attention. Following discussion with the Rector and Churchwardens orders have been placed to renew the roofs at £440 and also to repaint them also for £440. Similarly, we have arranged for the Chantry House downstairs room and the Chantry House kitchen to be repainted at £1,000 plus materials and for the Roof of the Parish Office to be cleaned for £280.

Father Martyn also stated that the Parish office is to be redecorated.

The choir stall issue raised at the APCM has also been looked at by Gary, Father Martyn and Martin Whittaker to see if a solution can be found at reasonable cost.

Martin W will also look into options and costs for the broken gravestone in the Baptistery.

CHURCHYARD

The date for this year's tidy-up the morning of the 21st May. A note will go in the pew sheets asking for volunteers. An advisory notice will be put in the notice board.

CHANTRY HOUSE

Whilst we do appear to have stayed, for the moment, any possibility of criminal proceedings against us for the alterations made to the Chantry House by the Red Lion who are currently liaising with the planners about the future of the basement flat.

HEALTH & SAFETY

Fire Risk Assessment -

Andrew Adams did an inspection 3 years ago and at that time a number of changes were made as a result of comments he made. Andrew has now made another tour of the building and the main items highlighted are the need to:

- Remove combustible materials from certain areas.
- Better understand how our CH fire system talks to the fire system in the Red Lion.
- Improve contact with the Red Lion and introduce a formal hotel liaison policy.
- Investigate the possibility of introducing fire detection to the Tower.
- Find an alternative the long trailing power flex to the organ console if practicable.
- Consolidate the maintenance paperwork.
- Introduce formal safety procedures for concerts held at St Mary's.

These items will receive attention.

AOB

- PCC Minutes - George Constantinidi has requested that the PCC minutes should be made available to the congregation so that people are aware of what decisions are being made on their behalf. It was decided that a precis of the minutes will be distributed with the pew sheet.

Dates of future PCC Meeting dates

Wednesday 13th July 2016
Wednesday 28th September 2016
Wednesday 23rd November 2016
Tuesday 14th March 2017
Sunday 30th April (APCM) 2017
Tuesday 16th May 2017
Tuesday 18th July 2017
Tuesday 19th September 2017
Tuesday 28th November 2017

The meeting closed at 9.00 pm with prayers.

Signed by the Chairman

Dated