

**St Mary the Virgin - Henley
Parochial Church Council
PCC Meeting Tuesday 14th March 2017
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, Sally Batty, Mary Wood (Dean Rep), Stuart Crippen, Sarah Bell and Kathryn Turner (Treasurer).

APOLOGIES

Gary Sieling (Music Director), Stephen Nichols and Jim Hurst.

MINUTES OF LAST MEETING

The Minutes of the PCC meetings for November were accepted as a true record proposed by Sally Batty and seconded by Mary Wood.

MATTERS ARISING

There were no matters arising not covered by the agenda.

TREASURER'S REPORT

Year ending 31 December 2016

The accounts for this year show a net decrease in funds of £17,216 compared to an increase in funds last year of £18,907. The decrease would have been £26,298 if it had not been for gains on our investments of £9,081. Part of the decrease is accounted for by a movement of £8,678 on the Ellen Buckland Fund in respect of such items as the information panels in the church and the decoration of the church office. Part of the decrease is accounted for by a movement on the Fabric Fund of £8,491 spent either on finalising the phase 1 roof repairs started in 2014 or preparations for the phase 2 roof repairs to be commenced shortly. In other words without this non-recurring expenditure we would have more or less broken even. We ended the year with cash at bank of £8,126 compared to last year's figure £31,282 (page 10). However, on 31st December 2015 funds of approximately £10,000 belonging to the Fabric Fund and The Ellen Buckland Bequest Fund were sitting in the current bank account whereas the current bank account was owed about £5,000 from those funds as at the end of last year. This amount has now been transferred into the current account.

The accounts are still in draft and a couple of changes need to be made to the figures as follows:

- Page 9 Cleaning is shown as a negative amount i.e. a receipt. As this represents payments from the church to the chantry house and from St Nicholas in respect of the services of Caroline Loveridge these receipts should be set against salaries.

- Payments made from the Ellen Buckland Bequest Fund need to be increased by £3,220. (this number is included in my total of £8,678 already mentioned). This will affect page 10 note 5 as the fund will owe Barclay's Current account £5,059.

The annual report also needs updating and I suggest a wording for the financial review as follows:

This year we have incurred non-recurring expenditure to educate visitors about various features of the ancient church of St Mary's. We have also finalised Phase 1 of the roof repairs recommended by the 2014 quinquennial review. We have been awarded a grant by the Listed Places of Worship Roof Repair Fund of up to £75,300 in respect of phase 2 of the repairs budgeted at £150,000 and have now received £52,710 of this money. We have already expended money from the Fabric fund on the preliminaries and expect the work to begin in Spring 2017.

2017 Parish share

The parish share for this year is £82,820, a decrease of about £2,500 on last year. I am aiming to make ten instalments of approximately £8,280. I have issued one instalment so far.

Pensions for our Employees.

Our Pension scheme with NEST has now been registered and letters have been issued to our employees informing them about the scheme. We have one employee who has been automatically enrolled and three who are entitled to join if they so wish. So far, we haven't been approached by any of these three.

General Resources

The balance in Barclays Bank on 9 March was £70,903 which includes the grant of £52,710. We pay our insurance in mid-March by direct debit. It comes to £9,775. I have signed up the PCC to remaining with the insurance company Ecclesiastical for another 5 years because by doing this we get a discount of 25%. I should draw your attention to the fact that I have recently insured my own house with Ecclesiastical. They offer a discount to church workers including volunteers. I am declaring this because there is a potential conflict of interest. We still need to maximise income and keep down costs as much as we can. The Chantry House is just about breaking even but that is partially because (with your permission) I have reduced the amount it contributes to the church for Julie's salary and reallocated some of the other costs. For instance, the sanitary costs for the toilets are now split half and half as they benefit both the church and the Chantry House. We have lost the income of some generous members of the congregation either through death or incapacity. At the last meeting of Treasurers with the Diocese I raised the question of them adopting the direct debit system already used by some churches which is linked to inflation but they were awaiting the appointment of a fundraiser.

CHAIRMAN'S REPORT

Father Martyn reminded us of forthcoming dates:

FORTHCOMING DATES

- 14th April 2017 - Good Friday Bishop Jonathan
- 15th April 2017 - Holy Saturday Bishop Jonathan
- 20th July 2017 - Bishop Steven's Deanery visit
- 15th Oct 2017 - Evensong Bishop Colin

SECRETARY'S REPORT

All members of the PCC have received a copy of the letter from the Diocesan Registrar relating to Father Martyn's leaving in January 2018. There has been no progress in relation to the decision of Rector/Priest in Charge however, the PCC will use the next meeting in May to review and amend the Parish Profile to ensure it is fit for purpose. The PCC meeting in May will have a short agenda for business and the second half of the meeting will be used to discuss the Parish Profile. There will be separate Parish profiles for ourselves and Remenham but one Personal Specification. A draft Parish Profile will be sent out this week to all members of the PCC.

DEANERY REPORT

Carol informed us that the Deanery synod met at Rotherfield Greys on Tuesday 7th March. The Area Dean, Revd. Linda Smith, was in the chair. Brian Turner, the treasurer presented the accounts which have not yet been signed by the examiner. He said that amount asked from the parishes would be 0.025 of the parish share - i.e. £2.50 for every £1000. The chairman outlined the plans for Bishop Steven's visit to the Deanery on Thursday 20th July. So far, this arrangement includes lunch for the clergy, a visit to D.two, the food bank, and a service at Shiplake Church. More information will be available soon. A report from the Diocesan Rural team was given by Gillian Ovey. The annual Plough Wednesday will be on 17th January next year and will be held locally for a change. A talk was given by the Revd. Jane Hemmings, Area director of Ordinands, about vocations to the ministry. She stressed that she wanted to talk about ministry in its widest sense and said that all lay people share in ministry. She added that Oxford was starting an Authorised Funeral Ministry where lay people would be licensed to conduct funerals. She asked that we should all look at ourselves and our colleagues to see what gifts we have to offer and how they can be best used. We were all here to serve God and should not be reticent in seeking advice to see where our ministry lay.

BUILDINGS

Roof repairs. - All members of the PCC received a full updated report by Martin Whittaker from the secretary prior to the meeting. This is kept with the minutes. Martin gave an update at the meeting that the scaffolding will be installed on 17th April and will be taken down by 28th July. Some scaffolding on the South side may be removed earlier.

Whilst concerns were raised as to effect on the Regatta Lunches and the Chantry House Teas some members of the PCC were positive that solutions could be found

with the use of extra signs and leaving the church open for ease of access to the Chantry House during these events.

CHURCHYARD

Sarah Bell raised her concern regarding dogs running loose through the churchyard. The PCC recommended that dogs should be kept on leads and Martin Whittaker is to install the relevant signage.

CHANTRY HOUSE

Sally informed the PCC that a letter has been received and a meeting is to be held next week between all parties to establish and clarify all the breaches of contract in the lease relating to the Red Lion.

HEALTH & SAFETY

There were no issues raised other than the organ cables which are being attended to by Martin W.

AOB

WEB SITE - Stephen Nicholls has offered to train users and Kathryn Turner is to liaise with him regarding dates.

TOWER PHONE MAST - Richard Fletcher has secured both an increase in payment and an extension until 2026 for the mast on the tower. The owners need to do some work and will be paying all costs including architects fees. Richard and Martin Whittaker are overseeing this work on the PCC's behalf. Many thanks to Richard.

FRIENDS OF ST MARY'S HENLEY - Richard informed us that sadly this is to be wound up on 31st March 2017. There have been no functions or fund raising events for five years. The funds (est£20,000) will pass to our parish accounts.

Dates of future PCC Meeting dates

Sunday 30th April (APCM) 2017

Tuesday 16th May 2017

Tuesday 18th July 2017

Wednesday 20th September 2017

Tuesday 28th November 2017

The meeting closed at 9.05 pm with prayers.

Signed by the Chairman

Dated