

The Parochial Church Council of St Andrews Church, Boothby Pagnell

Minutes of the meeting held at the Village Hall on Saturday 13th December 2008.

Present :

Mr R Cornford (Churchwarden)	Mrs P Collier
Mr & Mrs Exton	Mrs S Hodson (Treasurer)
Mr P Hunt (Secretary)	Mr A Usborne (Churchwarden)

In the absence of the Rev. Ireson it was agreed that Mr Usborne would take the chair.

1. Apologies

Apologies were received from, Mr T Blake, Rev. R Ireson, Lady B Netherthorpe, Mrs J Riley, Mrs Roberts, Mrs Spence and Mrs G Taylor.

A number of members had indicated that they could not attend at weekends and it was agreed that future meetings would take place on a week day.

2. Approval of previous minutes

The minutes of the 17th September and 28th October meetings were agreed and signed as a true record.

3. Matters Arising

a) Church Repair Society

Whilst it had been agreed to proceed with membership application, it has transpired that acceptance and the associated annual payment will be based upon the outcome of the Quinquennial survey. We will seek clarification from CRS on how we proceed (**Secretary**).

b) Quinquennial Survey

Whilst the architect, who will undertake the survey, had indicated that he was willing to use a ladder to access the church roof it was felt that this was not appropriate given current H&S legislation and the PCC's responsibilities. Subsequent to the meeting Pam got a quote of £100 + VAT for daily or weekend hire of a cherry picker, albeit availability would not be until end January. Unless I hear to contrary from any member I will proceed on this basis and make arrangements with the architect as previously charged. (**Secretary**)

4. Project update

a) Lighting & Heating

It was agreed that now that the ringing chamber had been opened up it added to the visual impact of the church, which would be enhanced by appropriate lighting and heating for the ringers. Now the costs of the bells project were known it was agreed that heating upgrade previously agreed should now take place. (Details to be agreed in meeting, in church, with electrician 18/12/08 at 8.00)

b) Textiles and Fabrics

The new cupboard for storage of materials is complete. The maker is due to return to carry out a few minor adjustments.

c) Bells

The installation and testing of the bells is now complete. The PCC wished to record its appreciation to all those who have contributed to the success. PCC members involved said that the minute was adequate acknowledgement; however they requested that the secretary write to all helpers out with the PCC

and with particular thanks to Steve and Jed from Taylors Eayre and Smith Ltd (**Secretary**).

In turn Steve had asked us "*To thank his labour gang who he felt were a cut above the usual group that he has to work with*".

With experience of the changes it was agreed that the planned alterations in the ringing chamber, to the ladder and construction of a handrail were unnecessary. The tolling bell should be ready to install by the end of March. Basingthorpe require a faculty before they collect one of the bells at their cost. The remaining bell will stay in the church as part of an historic display of campanology.

The secretary was asked to contact Bishop Tim with regard to a dedication service for the bells. Suggested date 3rd Sunday in April subject to agreement with bishop and rector (**Secretary**).

5. Service Arrangements

a) Carol Service, 18th December at 7pm

The organist has been booked. Post service refreshments will be mince-pies and mulled wine; young readers will be participating in the service as much as possible (**Mr & Mrs Riley, Secretary**).

b) Christmas Day at 9am

John Spriggs will take the service, an organist has been booked.

6. Finance

The treasurer provided written financial estimates (attached).

a) Friends of St Andrews account

Currently shows a balance of £7500, although this will reduce to £6000 when outstanding expenses have been met. That money will need to be held against possible operating costs in 2009.

b) Operating expenses for 2007 and 2008

The figures showed a worsening position with the gap between income and expenditure increasing from £1978 (deficit) in 2007 to £2731 in 2008. The figures underlined the need to initiate a funding campaign as soon as possible. A letter had been received from the Bishop confirming payment of our 2008 parish share. This will be put on the church notice board (**Andrew**).

7 Church Cleaning

Now that work in the church is virtually complete an "industrial" clean is required to restore the situation. Lenton had used a firm called "Domestic Bliss" and we will enquire about costs and quality (**Secretary**).

It was decided that the carpet covering on the pews should be removed (replaceable on request) as they are now very tatty and add nothing to the décor and little to the warmth. We need to get details from the architect of a lime/mortar mix to carry out repairs in the Lady Chapel (**Andrew**).

8 Payment to Architect

Agreed that we should await his invoice that will probably be presented once he has completed the Quinquennial Survey.

9 Funding Programme

Percy had met with Keith Halliday (Diocesan Resources Consultancy) and received instruction and a copy of the CD - "Self Guided Funding Programme". The programme has three phases (Ready, Steady, Go) and a summary of the programme had been circulated. With regard to the Ready phase,

a) Administrative Systems - we have the necessary resources.

b) Steering Group – we need to identify 6 – 8 people who can represent the interests of the whole village. The PCC would be represented by Andrew, Tom and Percy. The following were suggested as possible members of the Group and they will be approached to establish their willingness.

Denise Wright
Julie Saxty

Deirdre Collins
Kathryn Spence

Peter Barkle
Peter Williams

c) Key Roles – these will be determined by the Steering Group. Sue (Finance) and other members of the PCC confirmed their willingness to help as needed.

d) Timetable – we plan to have the first meeting of the Steering Group in the 3rd week of January. The guide duration of the following phases is Steady (3 months) and Go (7 weeks), with the social event occurring in the 4th week. The Steady phase offers scope to lengthen or shorten to place the social event at the most advantageous time.

e) Commitment – the PCC feel the timing is now right given the completion of the projects and the urgent need to secure our income at a higher level.

10. AOB

a) A letter had been received from the Church of England Pensions Board requesting that we display their poster on the notice board. This was agreed (**Andrew**).

b) Andrew reported that following abuse of the porch area by local itinerants he had padlocked the access door, because of the risk of damage to the church. The members agreed with this action.

c) Church Records – Members expressed a concern that historic records could be missing. After some discussion it was agreed that as a first step we should establish which of our records were in the Lincoln Archive (**Pam**). This has now been done and a copy of our deposit list is attached. Should anyone wish to visit the archive they will need to make an appointment, details of which can be found at www.lincolnshire.gov.uk/archives. Pam has delved further, see attachment, and welcomes responses.

d) The work in the bell tower had revealed the ingress of water.

11. Date of next meeting

Unless an additional meeting is arranged, the next PCC meeting will follow the AGM on 23rd April 2009.

Percy Hunt
Hon Sec PCC
(586131/pfhunt@bigfoot.com)

Distribution

Hard copy

Mrs G Taylor
Lady B Netherthorpe
Mr & Mrs R Cornford
Mrs J Spence
Mr & Mrs K Exton

Email

Rev. R Ireson
Mrs J Riley
Mrs P Collier
Mr A Usborne
Mrs S Hodson
Mr T Blake
Mr P Hunt
Mrs A Roberts