

PARISH OF ST MICHAEL'S, TILEHURST
Parochial Church Council
Minutes of the meeting held on Tuesday, 31st May 2016

Those present:

John Rogers (Chairman)	Sally Cairns	John Morris
Joan Crossman	Patrick Woodlock	Jane Masson
David Bardwell	Dee Anderson	Rosemary Cooper
Caroline Heron	Trevor Greaves	Giles Winter
Laurie Haseler	Glenis Kerr Elliott	

Apologies (1):

Russell Vince	Fiona Vince	Liz Fagg
Alison Murray	Linda Toms	Jenny Foakes
Sue Stevenson		

Opening Reading (2)

PW read a passage from The Magician's Nephew by C S Lewis which holds a special message for him since schooldays when he was doing his confirmation classes, one of which was taken by Dr Robert Runcie, former Archbishop of Canterbury. It brings together the theme of Science and Christianity

Substantive item – Parish Profile (3)

JR asked that the PCC start to think about the Parish Profile in readiness for his retirement at the end of next year. The profile takes a long time to prepare and it is fitting that the PCC gives it thought and prayer alongside the "What Next" programme. The profile has to include a financial statement, St Michael's Mission and Vision together with a "picture" of Tilehurst and its surroundings. SC has been asked to take the lead and has been advised that there is a Diocesan document which sets out the criteria for a Parish profile which needs to be taken into account.

Finance (4)

4.1 1st Quarter accounts

PW advised that generated funds are good as set against quite a conservative budget. There is an overspend in church running expenses due to British Gas bills being paid on estimated readings but once rectified, should be less than last year.

Relating to the balance sheet, PW advised that we need to look at longer term investment for surplus funds. He also made the PCC aware that the Church Hall needs considerable investment. The new Church Hall manager has been asked to supply a list of works that need to be done. Hugh is doing a good job during the transition period but there may be need to have a paid Manager in the future. There is a proposal from the Church Hall committee to increase the cleaning pay from £55 to £75 per week. It is not known how many hours this covers. **PCC agreed the increase.**

4.2 Blinds – A donation of £200 has been given to replace the roller blinds in the West room, office, sacristy, song room and cleaning cupboard. The estimated cost is £400. **Agreement given for the extra spend.**

4.3 Disbursement of Link funds – JC has received the annual letter asking for nominations for the Link surplus funds. It was agreed that these should be given to Diabetes UK (Reading Branch) and Reading Association for the Blind. She will reply accordingly.

JR raised an additional item under finance – toilet invoice. The original quote for the toilets was £6500 and agreed but there has been a need for new taps and additional work in the disabled toilet making a final total of £6700 plus VAT. The upgrade for the disabled toilet should be zero rated but there may be an element of VAT that will have to be paid. **The extra expenditure was agreed.**

Tabled Reports (5)

5.1 Church Hall 08/03/16 – the emergency lighting is underway but it will be necessary to close the hall for a few days so the work will be completed at the end of August to cause minimal disruption. TG has a new door for room 3 and is repairing the frame around the disabled toilet.

5.2 Events 19/04/16 – JR commended the events team on the success of the Spring Fair. GKE commented that the food was well thought out and was delicious. The preparations for the marriage celebration weekend are going well. Linda Toms has agreed to join the Events committee

5.3 Fabric 10/05/16 – a firm quote of £680 for the mower shed door has been forwarded to the insurers. DB advised that he has resurrected his “work log” – please send him details of anything that happens in church that should be recorded. TG advised that he has installed a new unit in the Morlais kitchen, work nearly complete

5.4 Stewardship 17/05/16 – nothing to discuss

Minutes of the meeting held on 18/04/16 (6)

The minutes of the above meeting were agreed as a true record and signed by the Chairman

Updates from previous meetings – see action points (7)

All updates on attached table

Full details of some points:

Rectors’ Board – Printing complete and now with framers for advice and quotation.

Churchyard closures – JR has spoken to Ministry of Justice and referred to the January letter which advised it would be put to the Privy Council in a few weeks. This has still not been done. They apologised, saying they were very busy, and it would be hopefully done this week.

Churchyard – removing adornments – the area containing cremated remains is still very bad. A notice is being compiled for each offending grave.

Churchyard – War graves plaque – The commissioners have now confirmed safe receipt of our photos, and Faculty the first ones being lost, and are sending a team to fit the sign

Wall repair – Architect awaiting new quote from contractors

What Next Update (8)

JR thanked CH for her update which was very informative. CH confirmed it is still early days on most things. It is proving difficult to get house groups set up and running and Jan’s “Circles” weekend had to be cancelled through lack of support which was very

disappointing. The Ministry team are planning a series of prayer sermons for the Autumn based around spiritual awareness and growth. The planned questionnaire will not be taken forward. It was pointed out that there are 200 people on our Electoral roll of which 60% live outside the parish. 17500 people live in the parish of Tilehurst so we need to find a way to get out and spread the gospel. There were no answers as to why we find this so difficult. The Rector put forward an idea of a prayer card which would be distributed to the people in the roads that we pray for two weeks before this happens so that they know they are being thought about. The marketing team could design a card and a group of volunteers would be needed to put them through letter boxes. This should not be too onerous. JR put a proposal to the meeting that the marketing team prepare a draft of 200 copies in readiness for the first delivery. Any issues can then be discussed. **Agreed**

Young People – since the last All Age Worship service, DA has been talking with St George's about getting together once a month for social activities. It was agreed this was a wonderful idea, also agreed that the service had been wonderful, last week's visiting organist was wonderful – altogether wonderful work in the What Next programme

Fees – Accountability (9)

JR reminded the PCC of the problem he incurred a few years ago about the administration of wedding fees. This has come to light again following a conversation with the Archdeacon. Our costs are now incorporated into the services we provide and our organist operates under a service level agreement but it is felt by the Archdeacon that we should act as an Agent.

A lengthy discussion followed around areas relating to problems that could occur and whether we could be sued if anything St Michael's did spoiled a wedding. PW asked to look at our insurance cover re consequential loss.

Pastoral Care – DBS checking (10)

Nothing new

Appointment of Architect - update (11)

JR is pressing for individual fees but the architect needs revised quotes relating to the work he has been asked to do then he can do a fee structure. The bells project will be treated separately once a structural engineer has been appointed. GW will put a proposal to the next meeting of the Core Group for recommendation to the PCC as the Contracting Body.

Rectors' Board – update (12)

Already covered

Matters arising not covered on the Agenda (13)

None

Correspondence (14)

None

AOB (15)

JR – He has been discussing with the Bishop of Reading the possibility of having a gentleman who is coming out of his Curacy to work at St Michael's as a Self Supporting Minister. He would give his time voluntarily and freely but could claim expenses. He would not need housing. This is still very much in the early stages of discussion but JR wanted the PCC to be aware and give their general approval – subject to interview by Rector and Churchwardens. **Agreed**

JR – It was a privilege to be with the Churchwardens when they received the Bishop's charge. He feels incredibly blessed with the support he receives from them and very grateful for their service.

TG – wanted clarification on the cost of burials. It was confirmed that a plot could not be booked. We charge only statutory Fees but charges for Funeral Directors vary.

GW – In relation to Youth at St Michael's, he advised that there are 5 young people involved with bellringing and they represent St Michael's within the Diocese. Another 6 young people are joining them.

The meeting closed with the Grace at 9.45pm

Date of next meeting – Tuesday 12th July 2016

Action Points			
Action Date	Item	Who by	Status
2014	Rector's Board	Architect/Contractor	With framers
2014	Flint work	Architect/Contractor	East end of Lady Chapel to be done mid-summer
2014	Churchyard Closure	Churchyard Committee	Chased Ministry of Justice
2014	Churchyard – Removing adornments prescribed by Regulations	Churchyard Committee	Individual notices being compiled
2014	Churchyard - War Graves Plaque -	Churchyard Committee	Team coming to erect plaque
2015-1	Recruiting of sides persons	SC	Ongoing
2015-1	Anyone willing to do a reading at Beginning of PCC meetings to email JC.	All	JC
2015-4	Pram Service	SC	No-one willing to lead
2015-4	Church Diaries	Rector	Ordered
2015-5	Lighting	Rector	LED lights needed – re architect
2015-6	Church Hall emergency lighting	Church Hall Committee	Being installed
2015-6	Organ Surround	The Masson Team	To be started shortly
2015-7	Wall Repair	Rector	Architect needs new quote from contractor
2015-8	Restoration - Clock	Core Group	With Architect
2015-8	Restoration - Tower	Core Group	With Architect
2015-8	Proposal for new bells	Bellringers	With Architect
2015-8	Toilets	Rector/Fabric	Complete
2015-9	Mission giving	Stewardship	To be decided by mid summer
2016-1	What Next programme	CH	To report every 3 months
2016-1	Brief on Bishops' Conference	Sozzie	On next PCC Agenda
2016-2	Prayers Cards	Marketing Team	To prepare 200 cards
2016-2	Fees – accountability-insurance	PW	To look into consequential loss