

## PCC Minutes September 19<sup>th</sup> 2018

### Present:

James Kennedy (Chair) **(JK)**

Graham Povey **(GP)**

Mark Knight **(MK)**

Kathryn Walton **(KW)**

Bill Rees **(BR)**

David Bishop **(DB)**

Jamie Bell **(JB)**

Jo Graves **(JG)**

Peter Williams (Secretary) **(PW)**

Mary Smith **(MSm)**

Tim Woolcock **(TW)**

Toby Artis **(TA)**

1. **Worship:** David led our worship. We sang, 'Lord for the years' together, and having read Matthew 7:7, David opened the meeting with prayer.

2. **Apologies:** Chris Mitchell **(CM)**), Nicola Riley **(NR)**, Robert Freeman (Treasurer) **(RF)**, Judith Marshall **(JEM)**

### 3. Notification of any other business

a) Car Park Access

### 4. The Minutes of the PCC Meeting on 18.7.18

The minutes, previously circulated, were received and signed as a correct record.

### 5. Notification of any RIDDOR reportable incidents since last PCC meeting - None

### 6. Conflict of interest for any PCC member involving any item on this agenda – MSm, KW – Item 7d)

### 7. Items

#### 7.1 Finance – Pre-Budget Planning

Discussion centred around the **budget vs actuals papers January – August** and the treasurer's letter to the PCC, all previously distributed.

- One good way to raise the subject of individual giving was through discussion in small groups.

**EO'S** had prepared an initial budget for 2019 for the PCC to peruse. Members were asked to consider this in detail, to examine areas where they had some responsibility for budget, and to make comments and recommendations in good time for adjustments to be made well in advance of November's meeting. We should then be in an informed position to ratify a proposed budget at that meeting. Staff had yet to report back on their needs.

## 7.2 Permission to Serve at Communion

The PCC approved the list, previously circulated, with the addition of Bill Rees and Tim Woolcock. Kathryn Walton was happy to be included later. **RF** and **CM** were not present to be asked. It would be a good idea to circulate a paper listing the requirements of those who offered to serve in this way. **(JK)**

## 7.3 Town Centre Property (Bill Rees)

This item was treated as the main agenda item and was dealt with at length after all other items had been addressed.

We received Bill's paper, 'Briefing re Acquisition of Property in Chipping Norton', previously circulated. Additional background information had been supplied by **JK** in a letter to the PCC dated 16/9/2018 together with a) the terms for loans by the Oxford Diocesan Board of Finance to parishes, b) a financial forecast relating to our application, and c) notes on question 4.5 in the application to outline why we are confident that we could meet the repayments on the loan.

Many questions were asked of **BR** and **JK** and a full and frank discussion followed. As a result:

- ✓ **The meeting wholeheartedly ratified the choice of the project team suggested in the paper.**
  - ✓ **The PCC unanimously gave authority to the team to submit the offer for the property at a value up to £525,000.**
  - ✓ **The PCC unanimously gave authority to the team to seek a loan from the Oxford Diocesan Board of Finance of a value up to £360,000.**
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- It was noted that the CAF Bank was also prepared to furnish us with a loan.
  - The building was Grade 2 listed. Heritage England allow for no alteration to the exterior but have no requirements for alteration to the interior.
  - Planning advice can be sought from the council.
  - It would be wise to commission a fundraising feasibility study.

## 7.4 Reports

### a) Vicar

- Sermon Series on Exodus
- Two new small groups following on after Alpha – Christianity Explored

### b) Churchwardens' – No report

**c) Fabric Committee**

The report, previously circulated, was received.

**GP** asked for authority for the committee to place orders for the EnVision project if they exceeded the committee's £1000 spending limit. This was considered necessary to save time with the completion of the project. If this limit was likely to be exceeded, the Standing Committee would make any necessary decisions.

The committee was thanked for their initial scrutiny of the Quinquennial Report and for picking up on urgent matters.

The 'Friends of St Mary's' were about to be asked to provide a new flagpole for the tower.

There was nothing definite to report yet about the installation of the room divider in the parish rooms. The churchwardens would support Coenraad and back up his requests. Prayer was requested.

**d) Mission Committee**

The report, previously circulated, was received.

**e) Office and Administration**

The report, previously circulated, was received.

**f) Postponed to a later meeting.**

**7.7 Any Other Business**

**MK** presented his paper 'Church Access Project' Report to the PCC, previously circulated. We were still really in Phase 1 as we wait for a more positive response from the landowner. Some discussion centred around a possible alternative route. This was not seen to be immediately as viable as the one we were pursuing. Mark would continue to be in discussion with the owner about the number of times, and on which occasions, the route could be used. One suggestion was to give sufficient notice each time permission was needed so that the owner could refuse given reasonable grounds to do so.

A new car park would be part of a larger building project and would be included in a single fund raising effort.

**The meeting closed with the Grace at 9.20 p.m.**

**Date of next bi-monthly meeting: Wednesday, November 21<sup>st</sup>.**

Signed .....

Date .....