

PCC Minutes September 18th 2019

Present:

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

Martha Simpson **(MS)**

Bill Rees **(BR)**

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

Graham Povey **(GP)**

Kathryn Groves **(KG)**

Nicola Riley (Lay Chair) **(NR)**,

Mark Knight **(MK)**

Jamie Bell **(JB)**

Tim Woolcock **(TW)**

Jo Graves **(JG)**

Jos Grant **(JGr)**

Toby Artis **(TA)**

Judith Marshall **(JEM)**

- 1. Worship** Kathryn led our worship with a reading from Psalm 55, a reflection on the song "All to Jesus I surrender" and an opening prayer.
- 2. Apologies:** David Bishop **(DB)**, Mary Smith **(MSm)**, Chris Mitchell **(CM)**

NR took the chair and began the meeting with reference to the recent resignation of our treasurer, Robert Freeman who has moved to the USA. Appreciation was expressed for all that Robert had done for us. The secretary was asked to write to Robert expressing our thanks. **(PW)**

3. Notification of any other business - None

4. The Minutes of the PCC Meeting on 17.7.19

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 – None

7. Safeguarding – Serious Incidents - None

NR asked if thanks had been given to all involved in 'Feast and Fun'.

8. Items

8.1 Staff Pay Rises

It was agreed that, following on from the agreement last year, pay rises should be in line with the current Retail Price Index. The latest RPI is 3.2 and the latest CPI is 1.7. The recommendation is 2.5 and **JK** proposed that **EO'S** be asked to make the necessary adjustments.

8.2 Health and Safety Policy Review

The papers, previously circulated were received and approved. The Fire Policy would be available at the next meeting. Thanks were to be expressed to Stuart Cutting for such comprehensive and well-constructed documents. **(PW)** (Proposed **NR**, seconded **JG** – Passed Unanimously)

8.3 Buildings Update – Project Status Report

This was taken as the main item on the agenda and had been left until last so that considerable time could be allowed.

JK took the opportunity to share, at length, details about the plans regarding the Old Bank:

- Shared collective decisions were required regarding purchase and development.
- Governance currently lies with the PCC.
- There were the two aspects – the Old Bank and the Church.
- The team with a focus on the Church were – JK, GP, TW, John Marshall, Chris O’Shea, Alistair Ewer. Should there be an increase in female representation?
- The team with a focus on the Old Bank were JK, AE, Nick Grant, BR, GP, TW, EK, MSm
- As discussed previously, the intention is that a separate trust, “St Mary’s Trust, (Chipping Norton)”, would ultimately own the Old Bank. The transfer of the property would become effective after the loan to the diocese had been paid off as resolved in January’s PCC meeting.
- The PCC would then lease the building from the Trust.
- Proposed trustees were the two churchwardens, Tom Simpson, Nick Grant and Emma Kennedy, three needed who were not on the PCC for it to be separately quorate.
- The objects of the Trust would need careful consideration bearing in mind the potential donors.
- The fund-raising campaign would be directed through the Trust. We are keen to get this set up now in time for the campaign to be run by the Trust.
- The PCC again unanimously approved the setting up of the Trust.
- JK spoke to the current plans for the Old Bank with reference to slides prepared and printed plans distributed.
- He explained in detail why the Option 3 was the preferred option even although it was significantly more expensive.
- A main concern was the opportunity to present first-class and exciting proposals likely to attract potential donors.
- We could just about make other options work but we would miss out on the ‘Wow’ factor, which would be so appealing, and on all the exciting potential of Option 3.
- Other options would not give the same possibilities for ongoing income through the letting of office space.
- All the benefits of Option 3 were explained – excitement came from the potential impact of the community space inviting light and such an attractive prospect as well as delivering everything that we would like to include.
- Consideration to the number of toilets should be given.
- Risk had been considered carefully. We would not be able to ‘knock down’ until we were sure that the money was coming in. We could proceed with Option 3 but still have the possibility to change track without great loss. It won’t cost any more now but will be an encouragement and draw for major donors.
- A private gathering for potential donors is planned for late November.

- Possible programme delivery time? Planning 6 months, tenders 3 months, start build 3 months – by this time next year.
- In the business plan which will include, for example, rates, heating, lighting, personnel, management, caretaking and staff costs etc., we need to provide a contingency to cover costs until office space has been let.
- A story was shared referring to grounds for optimism about future ongoing investment in the project.
- Donors would not be expected to adhere to the Christian faith. The appeal would be to the Chipping Norton community advantageous aspects of the scheme.
- In the event of the need to sell the property in the future, we would not expect to make any profit, nor indeed recoup the expenditure.
- Have we considered sufficiently our carbon footprint? What about the ethical implications of what we are doing? Architects have been advised to take the above into consideration – they are Heritage architects. Traditional materials would need to be used. The building being Grade 2* listed would mean that the whole building including new additions would all fall under the need to conform to the Listed Buildings Authority requirements.
- How were we intending to heat – what source of power? What were our Eco credentials to recommend us to potential donors?
- We need to be mindful of the credentials of potential donors alongside our Christian ethics.
- Living accommodation had been considered but was not a viable option and had been dismissed.
- Plans for the developments in the church were a step behind those of the Old Bank.
- We were looking at a possible £750,000 – £1 million spend at the church. This would include some kind of car park development.
- Main considerations at present centred around the future heating and flooring of the church. This would be the biggest spend.

After our discussions were ended the PCC unanimously agreed that the developments contained in Option 3 should be actively pursued.

8.4 St Mary's School Foundation Governor

TA was nominated to serve on the governing body. The PCC agreed to his appointment. Current Foundation Governors are Jo Graves, Tim Woolcock, Heather Knight, Jen Williams, Denise Povey, Ian Pearman and James Kennedy as ex officio.

8.5 Reports

a) **Vicar** The report, previously circulated, was received.

b) **Finance** The last report from RF, previously circulated, was received. It was noted that EO'S and JW would need help from others in approaching standing order payers. There would be two Sundays in October with a focus on Gift Days when the appeal would be launched. This would focus on all aspects of giving, the move over to the Parish Giving Scheme, legacies, and the need for us to maintain and grow our finances.

c) Churchwardens'	No Report
d) Fabric	The report, previously circulated, was received.
e) Worship	The report, previously circulated, was received.
f) Children and Families	The report, previously circulated, was received. The interviews for a Children and Families worker had not proved successful. MS, JK and EK would be meeting the following week to consider the best way forward. We will also need to be advertising for a Youth Worker, possibly by January. Most of the children's teams had been diminished recently. MS asked for names of suitable suggested replacements.
8.5 Diocesan Conference	The benefice will be represented at the conference in November.
8.6 Any Other Business	None

The meeting closed with the Grace at 9.35 p.m.

Date of next bi-monthly meetings: November 20th , January 15th

Signed Date