

WEST LITTLETON PAROCHIAL CHURCH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 11 APRIL 2016 AT 7.30 pm AT ST JAMES'S GRANGE

Present:

Rev Sally Wheeler, Chairman
David Adams
Carolyn Adams
James Golob
Michael Horgan
John Mackenzie-Grieve
Elizabeth Sandeman
David Sandeman
Rev Ness Whiffin

Apologies:

Christopher Bell
Alan Young

Item 1- Chairman's introductory remarks

The Chairman welcomed everyone to the meeting.

Item 2 - Apologies for absence

There were apologies from Christopher Bell and Alan Young

Item 3 – Minutes of PCC meeting held on Monday 9 November 2015

The minutes were accepted without amendment.

Item 4 - Matters arising

a. Disposal of old harmonium (Item 4a)

This was ongoing. Some interest had been shown but nothing substantive. Attempts to find a home would continue. Ness Whiffin offered to help spread the word.

Action: Elizabeth Sandeman and Ness Whiffin

b. Display Boards (Item 4b)

A format had been agreed and Nigel Ross was producing some samples. Nigel Ross had also offered to turn the "third" album into an A5 booklet and to offer some page turning software for the website.

Action: Alan Young

c. Memorial for Richard Meade (Item 4c)

A memorial plaque had been ordered. The style would match that of the memorial for Betty Dickenson. The cost would be well within the agreed budget of £300. Angela and the family were considering a suitable occasion to dedicate the memorial. The PCC felt that the Harvest Festival might be a possibility.

d. Use of the church as a concert venue (Item 4d)

James Golob said that the Academy of Ancient Music had agreed to perform on the 15 October although he was also looking at the 22 October as an alternative. The performance would probably be given by a quartet. The repertoire was being discussed.

The format was still to be decided but there would probably be a retiring collection rather than tickets, no interval and a glass of wine served in the church after the performance. The PCC thanked James Golob for his generous offer to underwrite the costs of the performance.

Action: James Golob and Ness Whiffin

e. Parish Records (Item 8)

The search continued for the missing documents at Church Farm when the opportunity arose.

Carolyn Adams had contacted the Chipping Sodbury NADFAS and it was hoped that a team would soon be formed to do the church recording for a new inventory.

Action: Carolyn Adams

Elizabeth Sandeman was looking at the possibility of storing certain documents in the Vestry although space was very limited. Storage would need to be in sealed plastic boxes because of the risk of damp.

Action: Elizabeth Sandeman

Alan Creighton had done some comprehensive research into the best method of digital storage. After some discussion with James Golob and David Adams it had been decided to develop a system based on the Church Records Management Toolkit as recommended by the Church of England records management centre. This would allow different people to access the records from their own computers and also offer a secure back-up system using an external hard drive. Alan Creighton was already working on a suitable framework and had produced a number of test folders.

Action: James Golob and David Adams

f. Parish Share (Item 11)

In accordance with the formula agreed at the last meeting, a supplementary cheque for £545 had been sent to the Diocese on 12 January bringing our total share for 2016 to £5045. The Chairman explained that the Diocesan Synod would be considering new ways of defining the parish share at the next meeting on 7th May.

Item 5 – Benefice Report

This had been dealt with at the APCM under Item 6

Item 6 - Treasurer's report

Michael Horgan reported that the projected cash flow to 31 December 2016 showed a surplus of £ 3836.36.

Item 7 - Church fabric

This had been covered under Item 4 of the APCM

The use of Smart Water had been investigated. The cost would be £85 with the annual fee being covered by the Ecclesiastical Insurance Company. David Adams had been advised that it was not particularly suitable for the cast iron drainpipes and gutters as these could simply be overpainted. It was agreed not to proceed.

Item 8 – Services

The service pattern was working well and attendance was healthy. Our traditional services coupled with traditional hymns and music continued to be very popular.

The proposed dates for special services through to Christmas were:

Sunday, 12 th June	Gardens Open Benefice Evensong at 6.15 pm
Sunday, 25 th September	Harvest Festival at 6 pm
Sunday, 11 th December	Christingle at 4 pm
Sunday 18 th December	Carol Service at 6pm
Christmas Day	Holy Communion at 10 am

Item 9 – Events

a. Shoot

No date yet for 2016 – likely to be end September/early October

b. Harvest Supper

Sunday 25th September following the service

c. Madrigals 2016

This had taken place on 4th March and had been a great success not least thanks to Elizabeth Edwards who had provided the venue for the post-concert supper. It was agreed that we should aim for a date later in March for 2017. This should be possible as Easter would be later (16th April)

Action: David Adams

d. Gardens Open 2016 (11/12 June)

Carolyn Adams reported that arrangements were in hand. The musical entertainment would be provided by Isla Sandeman on harp and an ukulele band.

The Chairman had a booklet commemorating the Queen's birthday which had been produced for distribution by churches. They were not for resale but people could be

asked for donations. The cost to the PCC would be £1 per copy. It was agreed to order 100 to be available at the tea venues.

Action: The Chairman

Item 10 - Any other business

There were two items of other business:

a. Green Energy

Elizabeth Sandeman asked whether the PCC's electricity supplier had green credentials. David Adams said that all we knew was that the supplier was arranged through LSI Utilities which had been recommended by the Diocese. Elizabeth agreed to investigate further.

Action: Elizabeth Sandeman

b. Organ speakers

Christopher Bell felt that the organ did not produce enough sound when the church was full. He had discussed this with Mark White who has taken over responsibility for maintaining the organ. Mark White had suggested placing two speakers in each corner under the pew against the back wall. It was agreed that Christopher Bell should investigate further. The PCC noted with thanks Christopher Bell's kind offer to underwrite the cost.

Action: Christopher Bell

Item 11 - Date of next meeting

The next meeting would be held at 7.30 pm on 7th November 2016 at Butt's End by kind invitation of John Mackenzie-Grieve.

Sally Wheeler
Chairman

To:

Rev Sally Wheeler
David Adams
Carolyn Adams
Christopher Bell
James Golob
Michael Horgan
John Mackenzie-Grieve
Elizabeth Sandeman
David Sandeman
Rev Ness Whiffin
Alan Young

cc VillageWebsite
Church Folder