

Parish of Deddington with Clifton and Hempton

Minutes of the PCC meeting held on **Thursday, 21st November 2024**
Snug, The Unicorn Inn

Present: Rev. Nick Fielden (Chair), David Clements, Caroline Condon, Jane Green, Heather Nason, Stan Nelson, Angela Faint, Olivia Fenion

In attendance: Jane Maharry (Secretary), Andrew Crawley (Hempton), Janet Watts (Hempton)

Apologies: Sarah Banes, Meriel Flux, Iain Gillespie

Item	Notes	Action
1	<p>Apologies Apologies were noted and accepted from Iain, Sarah and Meriel</p>	
2	<p>Opening prayer Nick opened the meeting in prayer</p>	
3	<p>Minutes of previous meeting – 19th September 2024 and action log</p> <p>The minutes for the previous meeting were confirmed as a true record.</p> <p>Action log/Matters arising</p> <p>Several items had either been completed and closed or moved across to the building maintenance spreadsheet.</p> <p>It was agreed that due to her role as Safeguarding Officer and PCC Secretary, Jane Maharry would be co-opted onto PCC. This was proposed by Caroline and seconded by Stan. All agreed.</p>	<p>See separate action log for ongoing items</p>
4	<p>Living Faith</p> <p>There was positive feedback around Remembrance Services and All Souls and it was noted that an exciting programme was planned for Advent and Christmas including a full nine lessons and carols. The Christmas card has been produced and will go to all 1,500 households in the Parish.</p> <p>Envelopes to donate to the Foodbank are now available. A speaker from Banbury will attend the 3rd service in January. It is hoped that the third Sunday will be a ‘guest’ slot for talks although this will depend on finding willing speakers and other events at the time.</p> <p>It was noted that Alex Moss and teams are not able to assist with Christmas lunch this year. We have funds of £1,700 specifically to support this activity. It was agreed that we would re-think Christmas 2025 as more of a social event which could take place</p>	<p>All –Summer meeting</p>

	<p>within the two weeks of Christmas rather than the day itself. Planning/review of this will take place in summer 2025.</p>	
5	<p>Hempton Church</p> <p>Services continue to be held in the old school room.</p> <p>A condition report has now been received from Henry Sanders, Architect.</p> <p><u>Recommendations are as follows:</u></p> <p>Priority 1 – Removal of loose plaster internally. This is a simple task; however, it was noted that there are bats in church and therefore great care needs to be taken in terms of re-housing. Surveys and removals can only take place at certain times of year.</p> <p>Following this work, services could move back into main church.</p> <p>Priority 2 - Undertake roof repairs including valley. This would include the commissioning of an asbestos report. Works costs could be substantial</p> <p>The project team for these works was agreed as Caroline, Andrew and Janet.</p> <p>Advice should be sought from Henry re: obtaining a faculty for both works at the same time.</p> <p>Historic England have been contacted regarding the possibility of placing Hempton Church on the ‘at risk’ register. This requires a written statement. If successful, then eligibility for grants opens considerably.</p> <p>Andrew and Janet shared that they’d had an excellent discussion with Joanna from Barford regarding fundraising.</p> <p>Managing communications in Hempton around the church is ongoing and needs to be sensitively handled.</p> <p>It was noted that the Hempton Carol Concert will take place on Friday 20th December. Janet will find Readers. There will be no Christmas Day service.</p> <p>The Hempton Bazaar/Christmas Fair will take place on Saturday 14th December in Old School Room. All are encouraged to attend.</p> <p>Nick stated that he is considering a move of the Hempton 9am service from the 3rd to 4th Sunday to help with workload and logistics.</p>	<p>Hempton project team</p> <p>Hempton project team</p> <p>Janet</p>
6	<p>General Fabric Report and review of building repair/maintenance log</p> <p>Nick stressed the importance of faculties being raised for all works on the church. He reminded members that the CofE has permission to manage their own buildings in lieu of standard conservation and listed building consent processes. We all have an important role to play in preserving the church and must adhere to the rules for all projects.</p>	

	<p>Great joy was expressed that the Deddington heating was fixed. The boiler room had been flooded during the autumn and consequently the motor submerged. Once cleared, the heating had re-started without too much of a problem. However, it was noted that the soakaways have collapsed in the area and gulleys need replacing. These works will help prevent future boiler room flooding.</p> <p>Huge thanks were expressed to Iain, Caroline, Stan and Pete for their work in sorting out the heating.</p> <p>A wide-ranging review of the maintenance repair log was undertaken with Caroline leading discussion. Two projects beyond those already approved by PCC were proposed for taking forward:</p> <ol style="list-style-type: none"> 1) Replacement of clay gulleys – Cost £6,000. Proposed by Heather, seconded by Angela. All agreed. Caroline to submit a faculty to the Diocese. 2) Purchase of replacement staging – Cost £8,618 – of which £6,000 was coming from the primary school either via their budget or PTA. Groups who hire the church and use staging have been asked for a contribution. Parish Council will also consider a request. Even if these groups are not able to support, the worst case is for us to pay £2,618. We have funds available. Proposed by David, seconded by Stan. All agreed. <p>Notwithstanding the fact that the heating was working again, the existing system is 30 years old and we need to plan for its replacement. Jane Maharry shared that she had experience of working with consultants and contractors on heat pump solutions in schools. She therefore volunteered to lead on the more technical aspects of this work. Fundraising would be a separate sub-team and for discussion once indicative costs are known.</p>	<p>Caroline</p> <p>Jane</p>
7	<p>Treasurers Report</p> <p>In Iain’s absence the submitted report was reviewed. The accounts show that we are in a relatively healthy position.</p> <p>Regrettably, despite an appeal being the newsheet for over sixth months, no candidates to take over as Treasurer have come forward. We need to address this as a priority as Iain must be able to step down at APCM.</p> <p>David suggested that we ask Iain for a breakdown of the various tasks involved in being Treasurer and then break these elements into different categories. This is with a view to considering whether the role should be shared by 2/3 people rather than all left to one person.</p> <p>Once we have ascertained the specific tasks and considered whether could be managed by someone other than the Treasurer, we should prepare an advert for the next edition of Deddington News /Barford (February). Additionally, we should get some wording together for Social Media.</p> <p>It was felt that there is a lot of work to do here to get ready for the switch in Treasurer however it is critical work as the default in the absence of a Treasurer is for the task to fall to Churchwardens. This additional work is not feasible given the load already on the Churchwardens. We have to find someone to help us!</p>	<p>Iain, Caroline, Stan, David</p> <p>Olivia</p>

8	<p>Deanery Synod</p> <p>The last meeting was hosted by Deddington on 26th September. There was a short service followed by talk and refreshments.</p> <p>Chris Hurst from Epwell spoke about lay lead services including ‘Come and sing’, Harvest and Mother’s Day. St Francis church in Banbury shared that they run a film and faith night which is well supported.</p> <p>A discussion then ensued on the types of service/activities we might be able to bring to Deddington moving forward. This is a major item for our January agenda.</p> <p>Due to work pressures, there may not be a specific advent course this year. Nick feels that during Lent he will probably run the ‘Come and see’ course written by the Diocese.</p>	All - Services discussion January 2025
9	<p>H&S Report</p> <p>There were no incidents to report.</p> <p>The trip hazards arising from the temporary heating will now be removed.</p>	
10	<p>Hospitality Team</p> <p>It was noted that there is still just a small core group of individuals who serve tea/coffee after services. More volunteers are needed.</p> <p>Additionally, it was felt that the kitchen needs more oversight as having many people ordering consumables from different sources is not always helpful. Users of the kitchen do not always leave in good order and it gets messy easily, despite everyone’s good intentions.</p> <p>Heather agreed to speak with either Gillian and/or Bryony as to whether they would take on this oversight role.</p>	Heather
11	<p>Fundraising Events</p> <p>We need to reinvigorate some fundraising activities to help with our finances and to bring the community together. Some ideas were shared:</p> <ul style="list-style-type: none"> • Open Gardens • Beer evenings • Food and beer • Quiz nights <p>It was agreed that an open gardens event would be organized for June including cake/cream teams. This could be planned at a future meeting.</p>	All - March meeting
12	<p>Safeguarding</p> <p>Jane reported that a discussion took place with an adult helper with additional needs who was interested in supporting the pantry. The individual was not considered to be a ‘vulnerable’ adult under the definition and therefore could join a team shortly.</p>	

	<p>Parents of a DofE student had been in touch with Nick to ask if their daughter could volunteer with the church. All wanted to support this request. DofE students must volunteer for one hour a week for a minimum of three months. From previous experience it was felt that assisting with church set-up on a Sunday would be a good option. To assist with safeguarding, the parents of the student would be asked to be present during the period of volunteering. Nick agreed to speak with Judy.</p>	<p>Nick</p>
<p>13</p>	<p>AOB and date of next meeting</p> <p>Nick asked that we approve the end of probation period for Sandie as Parish Administrator. Agreed.</p> <p>Olivia shared that Jo Cross had been in touch to offer a donation of paintings for those who may be lonely and or more vulnerable at this time of year. These could go to those living in the Holly Tree cottages and/or Featherton House.</p> <p>PCC accepted this kind offer and suggested that we give Jo the opportunity to use the Living Room for one of her exhibitions.</p> <p>The next meeting was agreed for Thursday 23rd January at 7pm.</p> <p>The meeting closed at 9.18pm</p>	