

Parish of Deddington with Clifton and Hempton

Minutes of the PCC meeting held on **Thursday, 25th July 2024**
Boardroom - Deddington Arms

Present: Rev. Nick Fielden (Chair), David Clements, Caroline Condon, Andrew Crawley, Iain Gillespie, Jane Green, Heather Nason, Stan Nelson

In attendance: Jane Maharry (Secretary)

Apologies: Sarah Banes, Angela Faint, Olivia Fenion, Meriel Flux

Item	Notes	Action
1.	<p>Apologies</p> <p>Apologies were noted and accepted from Sarah, Angela, Olivia and Meriel</p>	
2.	<p>Opening prayer</p> <p>Nick opened the meeting in prayer</p>	
3.	<p>Minutes of previous meeting – 6th June 2024 and matters arising</p> <p><u>Minutes</u></p> <p>The minutes for the previous meeting were confirmed as a true record.</p> <p><u>Matters arising</u></p> <p><u>Min ref: 5 - Banbury foodbank</u></p> <p>The donation to the Banbury foodbank had not yet been actioned. It was noted that the Parish Council had gifted £4K to the fund, of which £2.8K was remaining. Caroline had a positive conversation with the manager of Banbury foodbank in June when they were running an awareness campaign in Sainsburys. She briefly told her about the food collection point we had in church and why we had now removed this and what we wanted to do instead with regards to cash donations. Sarah, the manager, seemed very interested in this and asked that we contact her to discuss further.</p> <p><u>Action:</u> Caroline to write to Sainsbury’s to offer donation. Iain to subsequently transfer funds.</p> <p><u>Action:</u> Stan to create envelopes for those who wish to make monetary donations via Church ‘chest’.</p> <p><u>Min ref: 8 - Wifi</u></p> <p>Nick and Iain had met with Litenet who would provide a quote for an upgrade to the wifi points. This is expected to cost between £1-£2K. We are currently under contract with BT until September 2025 but could explore other providers towards the end of the term to try and get a more competitive cost.</p>	<p>Caroline, Iain (1)</p> <p>Stan (2)</p>

	<p><u>Min ref: 6 (13)</u> The IT Committee had yet to meet. Nick has updated information on ‘A Church Near You’.</p> <p><u>Min re: 7</u> Church wall. Andy B has agreed to action the work at no cost to church - instead asking that an equivalent amount be put towards projects. Details of such to be discussed and agreed between church and Andy at a later stage.</p> <p><u>Min re: 7</u> Electrician – still awaiting quote <u>Action:</u> Stan to chase</p> <p>Iain confirmed that he was working on a solution for a lamp to provide additional light for an individual in the choir. <u>Action:</u> To complete by September</p> <p><u>Min re: 7</u> Church clock – This has been repaired but is chiming incorrectly. Thanks to Jen Childs for overseeing the visit of the clock engineer. The bellringers will adjust the chime. It was noted that the Parish Council had paid in full for the clock until the early 2000s, however, more recently costs have fallen to the church. Caroline reported that she is due to meet with Parish Council during the summer. A possible shared payment arrangement will be suggested. The Friends may also be happy to help fund. <u>Action:</u> Caroline to meet Parish Council and report back.</p> <p><u>Min ref: 8</u> Craft market – Caroline had provided a very helpful update to members. Most concerns had now been addressed, with the action for better wifi in hand.</p> <p>Stan confirmed that the market was covered by church insurance. It is for individual stallholders to ensure they hold the appropriate indemnities for their products if required.</p>	<p>IT Committee to arrange date to meet (3)</p> <p>Stan (4)</p> <p>Iain (5)</p> <p>Caroline (6)</p>
<p>5.</p>	<p>Hempton Church (agreed to be discussed before item 4)</p> <p>Stan had shared with members the report from Alcocks regarding their assessment of Hempton Church. In summary, the lathe and plaster ceiling has failed in some places and, it is felt, likely to fail in many others. In one area, it is possible to see daylight through the roof. Additionally, the tiles were reported to be in poor condition, with many cracked/damaged. A cost to rectify in the region of £100K has been suggested. The Old School Room, being of more modern construction, is not a concern.</p> <p>Given the risks, a discussion was had on how services at Hempton could be managed in the short-term whilst further technical advice was sought. Andrew reported that the Hempton community are very loathe to have church closed at all, otherwise it is feared that it will never re-open.</p> <p>A faculty will be required for the repairs and works undertaken in a manner sympathetic to a grade 2 listed building. It was noted that faculties can take a long time to obtain, however there are faster tracks where urgent remedial structural work is required to prevent further degradation.</p>	

	<p>It was agreed that we should obtain advice /indicative quotes from at least one other contractor and contact the Diocesan building team for advice.</p> <p><u>Action:</u> Jane M to share contact at the Diocese and link to conservation contractor database to Caroline to make the various approaches.</p> <p><u>Action:</u> Nick to speak with the Archdeacon as a priority to make him aware of the situation and with respect to planned services.</p> <p>In terms of potential funding for repairs, Nick suggested that a conversation be had with Joanna from Barford St Michael who had been successful to date with fundraising for their major project.</p> <p>A discussion was had regarding chancel repair liability for residents of Hempton to potentially help fund repairs. David reported that in 2013 there was a change around this practice and Iain suggested that we need to look for correspondence with Les Chappell at that time to confirm the Hempton position.</p> <p>Andrew C left the meeting at 8.25pm</p>	<p>Caroline (7)</p> <p>Jane M (8) (action complete)</p> <p>Nick (9) (action complete)</p> <p>Caroline (10)</p> <p>Iain (11)</p>
<p>4.</p>	<p>Living Faith</p> <p><u>Discussion concerning 'The Peace'</u></p> <p>A brief discussion was had. It was noted that whilst most people are still offering a 'sign', others are beginning to shake hands. This will change organically over time in line with peoples' levels of comfort. There was no need for any announcement to be made.</p> <p><u>PCC new ideas</u></p> <p>The possibility of looking at/reviewing the services offered at Deddington was raised. Several members of PCC noted the lack of new people in church and expressed a desire for this to change. We want to be doing more. A wide-ranging discussion followed, with various ideas expressed on possible changes.</p> <p>Nick stated that he would like to watch and review what is currently working well (or not) and then take a review post-Christmas.</p> <p><u>Update on Parish Administrator</u></p> <p>Two applicants had submitted applications and been interviewed. Sandra Goundrey was the successful candidate, and it is hoped she may be able to start in early August. She will mostly work from home with visits to the vicarage and church as required. Sarah B has sourced a payroll solution which should be straightforward. The cost to church will be £5.5K per annum; this is below the level of NI and pension contributions.</p>	<p>Future agenda item – Jan 2025 (12)</p>
<p>6.</p>	<p>Fabric Report</p> <p><u>Church Clock – see point 3 above</u></p> <p><u>Friends of Deddington Church</u></p> <p>Caroline reported a positive discussion at the recent Friends meeting. They have agreed to pay all items on our list, namely: repair of lead flashing, chimney stack repairs, stonework and window repairs. They have also agreed to pay for drainage, the recently</p>	

	<p>installed shed and provide funds for the ongoing maintenance of the lawnmowers. Thanks were expressed for their great generosity.</p> <p>It was noted that the Friends were not funding the north pathway. PCC agreed that this could be paid from the general fabric fund.</p> <p><u>Action:</u> Stan to commission Alcocks to undertake the works listed above.</p> <p>Noticeboard – Caroline had found companies to assist with this, however, had not too much luck to date with obtaining a quote. She will keep going. The board will be kept as ‘like for like’ as possible.</p>	<p>Stan (13)</p> <p>Caroline (14)</p>
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<p>7.</p>	<p>Finance – Treasurer’s report</p> <p>Iain had circulated his report to all prior to the meeting.</p> <p>Overall, finances were positive and once the gift aid for the recent period had been added, the general fund would stand at £28,616.</p> <p>After a bit of discussion, a decision was made to upgrade the AV equip at a cost of £4,358. PCC were also happy to approve expenditure on the wifi upgrade.</p> <p>A question was raised of whether the youth worker monies could be spent on activities and/or speakers for the 3pm first Sunday service. This was agreed. Nick advised that there was a broader discussion within the Deanery around funding work with children/young people. Whilst this was likely to prioritise Banbury churches, there could be opportunities.</p> <p><u>Finding a new treasurer</u></p> <p>Nick requested again that PCC think about people they know who could take on this important voluntary role.</p> <p><u>Action</u> – continue to advertise on noticeboards and news sheet etc.</p>	<p>Iain to instruct (15) (action complete)</p> <p>All (16)</p>
<p>8.</p>	<p>Deanery Synod Report</p> <p>Angela had advised via email that the meeting in June was with the Area Dean, Alicia Baker. The September Synod meeting will be hosted by Deddington.</p>	
<p>9.</p>	<p>Health and Safety</p> <p>There were no accidents reported during the period.</p> <p>Stan has drafted a risk assessment for the market.</p> <p><u>Risk assessments for church bookings</u></p> <p>It was suggested that there should be a general risk assessment for the church and then a specific one to be produced by groups using the church. We would make this a requirement of future bookings.</p> <p><u>Action:</u> Jane M to provide template for completion by Churchwardens</p>	<p>Jane M (17) (action complete)</p>

	<p><u>Kitchen</u></p> <p>The kitchen is difficult to run without a fridge. Could we look to re-configure to include an under-the-counter unit?</p> <p><u>Action</u> – Caroline to obtain quotes and bring to next PCC meeting.</p>	<p>Churchwardens (18)</p> <p>Caroline (19)</p>
10.	<p>Safeguarding Report</p> <p>No issues to report since the last meeting.</p> <p>Jane has been updating various documents, including risk assessments. These will be discussed in more detail at the September meeting.</p> <p>Jane questioned who is designated ‘leader’ of Squiggles and Wiggles. It was confirmed that this group is run by Diana Marshall, with helpers Fiona and Mary.</p>	<p>Sept agenda item (20)</p>
11.	<p>Any other business</p> <p><u>Jenny and Judy 70th birthdays – 6th October</u></p> <p>All members would like to celebrate the twins’ contribution to church life on their special birthday. It was suggested and agreed that a ‘Bring and share lunch’ will be held after the service.</p> <p><u>Actions</u> - Caroline will co-ordinate a collection/card and organize a cake. Jane G will co-ordinate food items for lunch.</p> <p><u>Confetti after wedding</u></p> <p>Disappointment was expressed regarding the throwing of confetti in the road outside church last Saturday. This was non-biodegradable and had caused some upset amongst neighbours living close to church. Nick had made it clear during the rehearsal that only biodegradable confetti should be used, however, this message had not been followed by guests.</p> <p>In future, Nick will re-iterate that confetti can only be thrown within the church grounds and that it must be biodegradable. An announcement will also be made in the wedding service and preparation notes.</p>	<p>Jane G (21) Caroline (22)</p> <p>Nick - as required (23)</p>
12.	<p>Dates of next PCC meetings</p> <p>The next PCC meeting will take place on Thursday, 19th September at 7pm in the Deddington Arms. The subsequent meeting was scheduled for Thursday, 21st November at 7pm</p>	<p>All to note</p>
13.	<p>Closing Prayer</p> <p>The meeting closed with the Grace, finishing at 9.30pm</p>	