

Parish of Shiplake with Dunsden

Minutes of the Parochial Church Council Meeting held in The Ark, Shiplake
on Thursday 29 November 2018 at 7.30pm

1.	Present Robert Thewsey (RT; Rector and Chair); John Bodman (JB); Neill Cotton (NC); Judy Coulson (JC); Cyril Crouch (CC); Hugo Gamble (HG); Linda Glithro (LG); Pippa Hughes (PH); Rosemary Jones (RJ); Sarah Nesbit - Curate) (SN); John Penrose (JP); Wendy Robinson (WR); Yvonne Watson (YW)	Action
	RT opened the meeting, lighting a candle and asking for guidance on how the PCC should carry out God's work in the parish and benefice. On behalf of the PCC, JB congratulated RT on achieving his MA. Well done, Robert!	All
2.	Apologies for absence: Philip Chaimbault (PC); Jane Gordon (JG); Alistair Washbourn (AB)	
3.	Signing of the minutes Minutes of the meetings held on 02 October 2018 and agreed by email were signed by RT.	RT
4.	Matters arising There were no matters that were not covered elsewhere.	
5.	Safeguarding and GDPR JC repeated last meeting's report that there are still some members of the PCC who have not completed C0 and C1 safeguarding modules though the numbers are decreasing. JC has offered help if required. GDPR in hand. The Parish Giving Scheme, nominally Item 8, will move this on and was discussed here.	JC/Some PCC
(8.)	Parish Giving Scheme RT recapped the benefits of the scheme which has recently been actioned at Harpsden by Paul Barrett. The Diocese pays for the scheme materials; payment by parishioners is made by direct debit and gift aid is collected directly (thus, less advantage for non-tax-payers to join the scheme). There is an option for giving to keep pace with RP index which most people adopt. RJ pointed out that some people have standing orders who no longer attend church. Only those on the current electoral roll will be contacted. RT reiterated that he is dealing with the backlog of gift Aid but is not willing to continue to do this. CC proposed that Shiplake with Dunsden Parish adopt the Parish Giving Scheme. This was seconded by NC and agreed unanimously. CC will assist RT with the scheme administration. Will codicils Several years ago John Wilson and JB looked into asking parishioner to add codicils to their wills leaving money to the parish. The previous Rector vetoed the idea but RT is willing for this to proceed. JB willing to lead this from Dunsden but would like to work alongside someone from Shiplake. Friends Scheme & Christmas Card In abeyance as the Parish/ Benefice Christmas Card will bring the churches to mind. NC confirmed that the card would be done within a week and will include details of the Shiplake Nativity. It will also include a suggestion that during this season of giving they might consider making a small gift to the church. Distribution of cards was not discussed.	JB/ Shiplake PCC members NC
6.	Establishing specific services to attract children RT read the document HG had circulated. HG suggests 4 services a year (Mothering Sunday, Easter, a summer service in June and Harvest Festival plus, of course, Christmas). WR explained the ups and downs of children at Shiplake over the years and how The Ark was built to accommodate the large numbers of children attending at the time. WR mooted a regular monthly service. Considerable discussion followed. General agreement that Sung Eucharist is not a suitable entry point for children. Shiplake Nativity to take place on 15 th December. SN thinks that we should ask parents how they see church as relevant through a Survey-monkey questionnaire and she and RT will set this up. RT	HG SN/RT

	<p>confirmed that services are advertised in the S/L School Newsletter. NC/ RT will look into putting more information about church on the Shiplake and Binfield Heath village websites.</p> <p>It was agreed to start slowly, by holding a Parish Mothering Sunday service at 11.00am and this would be announced at the Nativity and advertised widely. WR, PH, YW and LG offered to help RT set up.</p>	<p>NC/ RT All</p>
7.	<p>Pews at Shiplake</p> <p>CC circulated two versions of the Treske pews layout (appended), showing current layout and an East-facing layout. The oak pews have places for hymnbooks. As recorded previously, they are stackable up to 5 pews high, can be moved easily to allow different layouts and offer increased flexibility for outreach and mission. They are expected to last 150 years or more. RT suggested not purchasing cushions or kneelers, but keeping a matched supply of them at the church entrance for the few people who want them.</p> <p>The current quote is approx. £70K including VAT. (Price rise due next year and some uncertainty about the effect of Brexit on price as they are made from mainland European oak). College will contribute but they are not able to commit to an amount at this stage. Fundraising was discussed. The old pews will be sold, perhaps by auction. Changing the pews is subject to DAC approval. Street pews will remain in the chancel and the best from the nave could be installed there.</p> <p>CC proposed that we apply for a faculty to replace all pews in the nave with Treske oak pews as per 22/11/2018 quote. At present this will be funded using money from the Marjorie White bequest but some costs should be defrayed through fundraising and a College contribution. Seconded by JB. There were 12 members in agreement with the proposal, 1 member against and 0 abstentions. Therefore, the proposal was passed.</p>	<p>LG to copy minute for RT</p>
9.	<p>Rector's Report</p> <p>As part of new H&S regulations, ET Sheppard, Monumental Stonemasons have carried out topple testing in the churchyard, charging £691.20. As a result, 89 gravestones have either been laid down or marked with red & white tape, mainly ones from the seventies to the noughties where glue has perished. Re-inspection is required every 5 years. RT has put a notice on the gate explaining why they have been taken down, asking families to get in touch and inviting sponsorship of individual graves. RT feels that some of the older ones at the front of the church should be repaired to maintain the aesthetic beauty of the church. None of the graves at Shiplake are listed.</p> <p>NC proposed repairing two specified graves and the ones at the front of the church up to maximum of £3,000. This was agreed unanimously by the PCC.</p> <p>RT will put 'kindly' explanations about what has been done in as many places as possible. The brick tomb at the front of the church would cost £9K for repair or £2K to remove the bricks and just leave the top. Given the massive cost, the PCC asked RT to find out how urgent this work is before progressing.</p> <p>The same process needs to be carried out at Harpsden and Dunsden. ET Sheppard have agreed that the two churches can be done together for one payment (£345.60 each). The PCC agreed to this cost although when this would happen was not discussed.</p> <p>CC will make safety notices similar to the Shiplake ones to display at Dunsden.</p> <p>RT has submitted the faculty to reserve new cremation areas in the churchyard. RT circulated his suggestion for uniform Cremation Plaques.</p> <p>After discussion, YW proposed that Cremation Plaques at Shiplake Church be a uniform size of 12" x 18" and made from slate only, seconded by PH and agreed unanimously. The Funeral Directors will be informed.</p> <p>RT reported that Tyrone Powell, a former international rugby player for Northern Ireland, has been appointed as the new head of the College from September 2019.</p>	<p>RT CC</p>
10.	<p>Secretary's Report</p> <p>LG reported that PCC minutes for SwD and Harpsden are being put on the Benefice website, following best practice. However, they are not yet accessible – NC to investigate.</p>	<p>NC</p>

11.	<p>Finance Report</p> <p>JP had prepared a hardcopy statement of accounts which were given out at the meeting and discussed. Reserves are being used so we need to carry out fundraising. RT reported that Harpsden have a fund-raising committee and have raised £10K. A record of fundraising events at Dunsden was circulated.</p> <p>JP explained that it was essential that Restricted Funds were set up to protect Marjorie White's bequest to ensure that the bequest is spent properly on capital items.</p> <p>LG proposed that two funds be established -</p> <p>Shiplake Choir & Music Funds - £90,000</p> <p>Marjorie White Bequest Fund - £450,000</p> <p>Seconded by JP and agreed unanimously.</p>	
12.	<p>Dunsden matters</p> <p>RT reported that the decorating faculty at Dunsden has been started. A further, and much cheaper, quote from Maurice Robins has been tendered £14,418.00. It was suggested that a proper specification for materials be written down. Apparently, Tim C has already done this, ensuring that chalk-based paints are used where appropriate.</p> <p>RJ proposed that Maurice Robin's quote of £14,418.00 for redecoration at Dunsden be accepted, subject to confirmation of materials. Seconded by NC and agreed unanimously.</p> <p>JB reported that The DOA event on 10 November celebrating Wilfred Owen and the end of WW1 and launching of 'Pennies on their Eyes' (book of illustrated Wilfred Owen poems, published by Two Rivers Press) was very successful with over 160 people attending. As a free event, it did not raise as much as it could have if we had charged for tickets. RJ ran a successful raffle raising £117 and the church ladies raised £226 from cake sales.</p>	LG to copy minute for RT
13.	<p>Shiplake Matters - Pews – covered in Item 7</p> <p>Electrical concerns – RT had circulated a Shiplake Outline Lighting Proposal from HSE prior to the meeting. (NB. The spec does not include replacing the bell tower or the vestry as these were redone recently). The design is 'hot from the press' and needs further discussion. Current price is £61,753 including VAT. Two further quotes for comparison will also be required. This is the sort of project that Marjorie's money should be spent on. Again, the College will probably contribute something. JB stated that using sealed units is expensive and asked if it were possible have fittings were blown bulbs could be individually replaced.</p> <p>Churchyard wall – no further work possible until the spring as it is too cold.</p> <p>Grass Verge – This does not belong to the PCC. Paperwork has been found showing that it was signed away in the 1960s to Highways. RT has asked Gregg Davies to find out what type of development they would support on the site.</p>	RT/CC
14.	<p>Deanery Synod - Nothing to report.</p>	
15.	<p>Health & Safety</p> <p>CC had circulated a H&S report prior to the meeting which was self-explanatory. No further discussion.</p>	
16.	<p>Shiplake School</p> <p>RT had received a request for £400 as a contribution towards the cost of hiring an AV1 telepresence robot for a child whose long-standing illness and resultant anxiety means that the child is unable to attend school. The robot acts as ears, eyes and voice in the classroom, allowing the child to partake in lessons from home and (hopefully) gradually to build up the confidence to return to school in person. JC proposed that we contribute the requested £400, seconded by WR and agreed unanimously.</p>	RT
	<p>RT closed the meeting with the Grace and thanked the PCC for their contributions.</p> <p>Date of next meeting – Monday 28 January 2019</p>	