

Parish of Shiplake with Dunsden

Minutes of the Parochial Church Council Meeting held in The Ark, Shiplake
on Thursday 07 March 2019 at 7.30pm

1.	Present Robert Thewsey (RT; Rector and Chair); Cyril Crouch (CC); Hugo Gamble (HG); Linda Glithro (LG); Jane Gordon (JG); 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 once again reading 'Dwelling in the Word' Colossians 1:15-20 and 3:12-17, Bishop Stephen's initiative. The passage was re-read and in turn, we shared a thought.	All
2.	Apologies for absence: John Bodman (JB); Judy Coulson (JC); Philip Chaimbault (PC); Neill Cotton (NC); Alistair Washbourn (AB)	
3.	Signing of the minutes Minutes of the meetings held on 28 January 2019 and agreed by email were signed by RT.	RT
4.	Matters arising (not covered elsewhere) Item 6 – As agreed SN sent out a Survey-monkey questionnaire asking parents/children what they would like from church. There were 8 responses, representing at least 15 children. Messy church most popular. SN will circulate the responses to the PCC and asked that we read them and comment.	SN
5.	Safeguarding and GDPR JC away. RT reported that the Safeguarding Policy has been included in the APCM report. GDPR forms are gradually being completed. RT will chase up those outstanding.	RT
6.	Rector's Report Copies of the APCM Report were distributed to the PCC and will be at the back of the church for other parishioners. Harpsden report will also be there. There will be a Bring & Share Meal before the APCM which will be coordinated by Dunsden. Easter Card has been chosen and wording decided by RT & NC. NC's firm have sponsored the cost. RT is investigating the cost of having it delivered by the Post Office which would ensure complete coverage. Not thought to be very expensive. This is what Harpsden are doing. Parish Giving Scheme is going well. RT has been speaking to individuals and has written a letter on the Shiplake Villages website and in the Harpsden Newsletter appealing for contributions from non-churchgoers. Two people from Shiplake have already signed up. LG will send RT contact details for Dunsden and Binfield Heath so that RT can include the rest of the benefice. Clerical staff will discuss whether forms should be given out at weddings, baptisms and funerals. RJ asked about continued use of envelopes. These will still be used by people who do not pay tax. Once the four years of outstanding Gift Aid have been claimed, all Gift Aid will be dealt with by the scheme. RT showed us a 'Touch & Go' module by Good Box for contactless card collection. These are £350 per unit. Each transaction costs 15p plus a percentage. Data is stored and then uploaded when there is Wi-Fi. RT is hopeful of significant giving, especially at weddings and funerals. They are wholly portable and can be programmed to make one-off contributions to other charities, e.g. Christian Aid. The Deanery is giving a £200 grant per church and there may be other monies available. LG proposed that we purchase two units, one nominally for Shiplake and one nominally for Dunsden and that RT investigate the best way of obtaining as much money as possible to cover the cost. Seconded by WR and agreed unanimously. YMCA Chaplaincy – geographically the YMCA falls in Harpsden Parish. They are looking for chaplaincy services. They are holding an Open Meeting on 20 th March. This something that Churches Together in Henley could run successfully. RT keen to be involved but not run the scheme singlehanded.	PCC RT LG Staff RT

7.	<p>Secretary's Report</p> <p>LG has completed the APCM Reports Booklet and RT has printed them. Most of the PCC have completed renewal forms.</p> <p>Church wardens – RT reported that NC will only stand again if he has a helper. Now that his business is based in Kent he is only able to commit to one Sunday a month, Andrew Mearns is willing to do another.</p> <p>At Dunsden, PC is not re-standing, although he will stay on the PCC. A group of people can establish a rota to carry out Churchwarden duties but the Diocese needs one named person.</p> <p>RT asked the PCC to think about this.</p> <p>Revised Electoral Role – YW now has 53 names. This means that the PCC numbers should be reduced next year.</p>	PCC
8.	<p>Finance</p> <p>RT circulated the Trustees' Report and Financial Statements for the Year ended 31 December 2018 and JP talked us through them. JP will answer questions on them at the APCM.</p> <p>RJ proposed that the accounts be adopted. This was seconded by CC and everyone voted in favour. Thanks were given to John Ralfs and JP for all their work on them and Paul Robinson was thanked for taking on the task of performing the audit examination. Once they have been signed by NC, RT will place copies in both churches.</p> <p>At the January PCC meeting, a motion was passed authorising JP and RT to negotiate a new free banking facility.</p> <p>Bank mandates – Robert Thewsey proposed that the church bank account be moved from Barclays to HSBC to save high bank charges. This was seconded by John Penrose and agreed by the PCC. Cyril Crouch proposed that John Ralfs, John Penrose and Robert Thewsey be the initial signatures for the bank mandate and are therefore authorised to sign the forms required to open the new HSBC account. This was seconded by Jane Gordon and passed unanimously.</p> <p>RJ pointed out that an HSBC account is much less convenient for her as there is no branch in Caversham; the nearest is Reading. RJ will still be able to authorise payments (under £1000) for John Ralfs to pay. RT will inform the PCC when the bank changes. Due to internet banking, only one signature is now required for cheques.</p>	JP RT RT
9.	<p>Dunsden matters</p> <p>Snowdrop Sunday and Pancake Supper were both very successful, raising £1491 and £543 respectively. In total £3000 has been raised towards redecoration expenses, including a single donation of £250.</p> <p>PH reported that Darren would like to delay the redecoration until October as he has a lot of outside work to complete over the summer. This is acceptable as it gives more time for further fundraising.</p> <p>LG reported that the Dunsden Owen Association is looking at making a substantial Heritage Lottery Grant Application. Jennifer Leach would like to meet RT to discuss the way forward for mutual benefit.</p>	
10.	<p>Shiplake Matters</p> <p>Mothers' Day Service – SN holding a children's activity session on the afternoon of Saturday 30 March making posies with children that will be handed out during the Sunday non-Eucharistic service. Next children's service could be a mid-summer one or harvest. A summer picnic by the river was mooted, some concern expressed re H&S. RT will discuss at the clerical staff meeting.</p> <p>Pews – still waiting to hear from the DAC.</p> <p>Lighting – CC circulated information from the churches that he, Tim Woods- Ballard and RT have visited. A J Smith is visiting Shiplake on 20th March to prepare a costed specification suitable for a faculty application. His company's work has received very positive feedback from Sonning and Reading Minster and is the supplier/fitter that the Shiplake lighting team think is best.</p>	RT/CC

	Student Parking at Church Room – This is a gentlemanly agreement between individual students and the church, not the College and Church. PCC reassured.	
11.	Deanery Synod On Rogation Wednesday 22 nd May there is a deanery outing to the Crown Estate, Windsor.	
12.	Health & Safety CC circulated a H&S report prior to the meeting. He has asked the College to provide details of their fire evacuation practice or to carry one out and report it. He has also requested NC to carry one out. Testing of fire appliances will be more expensive this year as some appliances older than 10 years must be replaced. Heating boiler to be serviced next week.	
13	Shiplake School - Annual Report received from the school for the APCM booklet. The school is still keen to recruit new Governors. The requested AI device has been acquired for the Special Needs child, but happily it is not being used at present as she is well enough to attend school.	All
	Good News SN reported that someone who attended a funeral service at Dunsden found the church very welcoming and has decided to attend regularly. Philip Bowcock is making very good progress. Adrian Fish has agreed to play the organ at Dunsden from now until Easter which will stop Philip worrying. About a quarter of the attendees at the Women's World Day of Prayer were from our Benefice. (Overall attendance was down to approximately 25).	
	AOB – Julian & Sara Morse have written letters expressing disappointment that there is no Lent Course at Shiplake. RT has already replied to Sara; LG will reply to Julian. In fact, in recent years there has only been one Lent course in the benefice so one per parish is an increase. The courses will continue for a further four weeks after Easter. Then from 4 th June, a 'Pilgrim's Course', based on the Lord's Prayer, will be held at 9.30am on Tuesdays at the Church Room.	LG
	RT closed the meeting with the Grace and thanked the PCC for their contributions. Date of next meeting – APCM on Sunday 24 March 2019; first PCC meeting of 2019-20 on Monday 20 May 2019, 7.30pm in The Ark.	