

Minutes of the St. Giles PCC meeting 15th November 2016

Present: Fr. Mark Crowther-Alwyn (Chair), Brian Legood, Claire Drabble, Helen Legood, Jackie Steele, Jean Haines, Joan Link, Fr. John Drackley, Martin Smith, Michael Amos, Peter Steele, Peter Taylor, and Sarah Higgs.
Fr. Mark started the meeting with a prayer.

100/16 Apologies.

Apologies have been received from Angela Neale and Sue Grant-Nicholas.

101/16 Approval of minutes of previous meetings

- a) The minutes of the PCC meetings held on 20th September, 16th & 23rd October were approved as a correct record and signed by the Chairman.
- b) The minutes of the Standing Committee held on 18th October were approved as a correct record, subject to an amendment to minute 1/16 to show Joan Link as the Parish Safeguarding Link, rather than the PCC lead person on safeguarding. The amended minute was signed by the Chairman.

102/16 Correspondence.

a) Sozein request for grant aid

A letter has been received from The Sozein Trust asking that the PCC gives consideration to grant aiding their work as part of our charitable giving. The PCC has given to Sozein in the past but not for the last few years. The PCC normally considers grant aid applications in March for the ensuing year and members felt that this should remain the case. **Action: The Secretary to write to Sozein and say their request will be considered at our next charitable giving discussion in March.**

b) Damien from Derwent House.

Angela was sent an e.mail from Damien, complaining that the ¼ hour chimes were disturbing his sleep. It was noted that the chimes had only recently been reintroduced following repair to the mechanism. At present, the only way to stop the chimes overnight is for someone to go and switch them off each evening and conversely, switch them on again in the morning. This had been explained to Damien and he has volunteered to do this. PCC members felt that this was not acceptable for safety reasons and such an arrangement would affect our insurance cover. Alternatives were to switch the chimes off altogether or to install a device to automatically switch the chimes off at night. This was estimated to cost around £1500. It was pointed out that if the chimes were switched off, this might create other objections. It was agreed to take no further action on this matter.

c) St. Giles school trip.

It was reported that a request had been received from St Giles School for a contribution towards coach hire for a trip to Derby as part of the school's study of religious diversity. The cost of the coach was estimated at £250. It was agreed that this should be supported, especially given the efforts the school is making to recover from their recent problems. It was proposed by Martin Smith & seconded by Claire Drabble that the PCC should offer £100 contribution. After some further discussion it was proposed by Sarah Higgs & seconded by Peter Taylor that we should offer £200. On being put to the vote there 6 in favour of each option and Fr Mark exercised his casting vote in favour of contributing £100.

Resolved: That the PCC offers St. Giles School £100 towards the cost of coach hire.

103/16 Financial Report.

a) Activity on PCC Accounts Jan to Nov 2016.

The Treasurer circulated the latest set of financial figures noting that there were no unusual items of expenditure, but also noting his concern that the receipts from covenanted giving and non-covenanted giving did not cover the Common Fund expenditure. This led to a

discussion on the eligibility of 'cash in the collecting plate' receipts for tax refund. It was clarified that this did indeed apply, but only for services where there were more than 12 people in the congregation. Fr Mark felt that ultimately we had to depend on giving by the congregation, rather than other schemes. It was noted that the Common Fund calculation works on the basis that every person in the diocese pays a sum ranging from £12.43 per week to £5.80 per week, depending on how deprived an area the parish covers. In the case of St. Giles the figure is £9.83, per person per week.

b) Utility suppliers

The Treasurer reported that he now had the gas consumption figures but had not yet fully analysed them. They will be reported to the next meeting. He also said that he had received an offer from Energy Price Direct which claimed to be cheaper than our current supplier and also allowed for VAT recovery. This latter point was greeted with some surprise and the question was asked how one company could do this when others couldn't. The explanation appears to be that most companies regard churches as 'business' premises, whereas EPD regard them as charities. It was agreed that this should be investigated further and that the views of the Diocesan Board of Finance should be sought. **Action:**

Treasurer

c) Photocopier.

Installed and in use. Use of the copier requires a password.

d) Fees for the Barn

The Treasurer has written to those users of the Barn who need to pay, informing them of the rise in booking fees (from £10 per session to £12 per session) with effect from January 1st. It was clarified that a session equates to 1/3rd day, i.e. morning, afternoon or evening. The cycle club needs to be informed despite the fact that they've paid up until the end of the year. **Action:** Treasurer to write to cycle club informing them of the increased fee.

e) Cash flow.

The Treasurer circulated the new 'cash flow' format, explaining that there were one or two further tweaks that were required, but basically it was OK and would be much easier to understand than the previous system. Angela and Peter S have still to meet to discuss final arrangements.

Resolved: To agree the Financial report

104/16 Church Rood repair.

Noted that we were awaiting the outcome of the faculty application (*fingers firmly crossed*). We had been asked about the insurance situation whilst the church was surrounded by scaffolding. The insurers were saying that the insurance against metal theft from the roof will be invalid during the work unless the area of work is fitted with an alarm system. It was felt that the insurers should be informed that the scaffolding would be alarmed, ladders withdrawn and the church would be floodlit at night. After further discussion it was agreed that the floodlights should be left on all night during the works. It was also agreed to check whether the Smart Water on the lead flashing was still fit for purpose and if so to remind the insurers of this too.

Resolved: Treasurer to write to insurers pointing out the security measures we had in place.

105/16 French Drain

The PCC has considered this matter on a number of occasions and at the meeting on 16th October 2016 we noted that a portion of the government funded grant aid associated with the nave roof can be used to provide a third of the expenditure for the fencing of the French drain, including any architects fees. The French drain work comprises the installation of safety railings as a barrier to the drainage gully by the west and north perimeter walls of the north aisle. In order to comply with the faculty requirements, the PCC has to formally;

- accept and approve the drawings and works full specification provided by the architects reference 682/031A.
- appoint a contractor as provider of the works based on quote received. It is

anticipated that we will be in possession of quotes for the meeting on 15th. The PCC had been sent the drawings and specifications in advance and at the meeting the members were appraised of the fact that two quotes had been received for the work. Of these, the architects recommended that from Messrs LB & J Mather which totalled £9500+VAT.

After a brief discussion, during which it was clarified that the work would require planning consent as well as a faculty, it was proposed by Fr. John Drackley and seconded by Peter Taylor that the PCC should;

- a) accept and approve the drawings and full specification of works as provided by the architects (reference 682/031A)
- b) appoint Messrs LB & J Mather as the contractor for the works for the quoted price of £9500+ VAT, and
- c) ask the architects, Messrs Smith and Roper to progress the necessary planning application as speedily as possible.

Resolved.

That the PCC;

- a) **accepts and approves the drawings and full specification of works as provided by the architects (reference 682/031A)**
- b) **appoints Messrs LB & J Mather as the contractor for the works for the quoted price of £9500+ VAT, and**
- c) **asks Messrs Smith and Roper to progress the necessary planning application as speedily as possible.**

106/16 Quinquennial inspection updates/various ongoing items

Most of the quinquennial inspection jobs are done or in the process of being done. There are a few outstanding items.

a) *Property register.*

Please would all those who helped with the property register check the results and let Angela know of any corrections ASAP. There are two outstanding departments that haven't been forwarded to Angela.

b) *Pointing of stonework*

Noted that some of this will be done as part of the roof work according to the letter from Smith & Roper.

c) *Cottas*

Most of these have been taken away and washed. Noted that some of the red cassocks are minus buttons. Apparently there are some spare buttons in the vestry.

d) *Offertory box.*

Now considered that the best solution is to remove the remains of the box altogether and fill in the hole with a stone. Various comments querying whether a faculty would be needed for this work or whether the original stone could be located, were understandably ignored!

Action: John Higgs

e) *Organ woodwork.*

The second piece of timberwork is ready to be hoisted up into position and just requires a few strong people. **Action: Brian to organise.**

f) *Wood carving.*

Awaiting decision on the faculty. The insurers require a risk assessment of the installation process before they will accept any sort of liability!

107/16 Gift Day

Details of this have been circulated to everyone on the electoral roll and the arrangements are well in hand.

108/16 Bells

The Tower Captain has requested PCC funding for the purchase of new rope ends. One quote has been received so far of £33 + vat per rope. We have used this firm, Ellis before and they were very reliable.

The muffles we use for Remembrance Sunday are in very poor condition, and with the approval of Fr. Mark, the Tower Captain is seeking a quote for renewal of them.

In view of the various issues relating to the bells, the Tower Captain would like to send a request to Derbyshire District Association Bell Consultant (Mike Banks) to have a full survey of the condition of Matlock bell installation. This will not cost us anything at the moment, but will give us information for when it is an appropriate time to improve the bell situation.

Action: Secretary to write to DDABC.

Recommendation.

That the PCC notes the report and

- **agrees the purchase of replacement ropes and muffles**
- **asks the Derbyshire District Association Bell Consultant (Mike Banks) to undertake a full survey of the condition of Matlock bell installation.**

109/16 Safeguarding: Diocese of Derby; New Safeguarding Policy, Procedures and Practice Guidance September 2016

The PCC considered a report on the Diocese's new safeguarding policy, setting it in the national context of improving safeguarding of children and vulnerable adults. We noted that there is a two year target for the full implementation of the policy with an interim audit of progress in Spring 2017. Joan Link, as the PSL (Parish Safeguarding Link) will do an immediate audit and produce a report in time for the January PCC meeting. She will also produce a short mission statement for the January meeting. Fr Mark emphasised the importance of this safeguarding work and outlined the team who were implementing it at St. Giles. This includes Sunday school teachers, clergy and of course Joan as PSL. There will shortly be a training programme on the Internet and it is likely that all members of the PCC will be required to undergo some form of training and be subject to DBS checks. We noted that a DBS check is valid for 5 years. It was agreed that there should be information about safeguarding on the notice board, including a photo of Joan as PSL. Joan will also write an article for the Parish Magazine. **Action: Joan Link.** Noted that the PCC needs to appoint a Parish Safeguarding representative so a volunteer is needed.

Resolved

That the PCC formally adopts the Diocesan Safeguarding Policy, notes the safeguarding responsibilities placed upon it and the need for a volunteer to be the Parish Safeguarding Representative on the PCC.

110/16 Other urgent business.

Michael Amos reported that one of the marble slabs forming the altar floor was cracked and loose. Also the carpet by the altar was frayed and this is a potential trip hazard. **Action: Jackie Steele re the carpet, John Higgs re the marble slab**

111/16 Dates of future meetings

PCC 17th January 2017 and March 7th 2017. Usual time and venue

Standing Committee: February 7th 2017. NB This could be an extra PCC meeting if decisions are needed about the roof work or French drain.

The meeting closed with the Grace.