

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**8<sup>th</sup> October 2013**

<b>Present:</b>	
Richard Ormston	Rosemary Weatherburn
Ursula Wide	Tricia Newton
Pauline Davidson	Brigitte Hilton
Lynda Davies	Sonya Moss
Penny Reading	Sid Charlton
Charles Wide	Malcolm Moss (for first item)
<b>Apologies:</b>	
Giles Butlin	Bob Brewer

<b>1.</b>	<b>Richard led opening Prayers.</b>	
<b>2.</b>	<p><b>Treasurer's Report:</b></p> <p>See attached statement.</p> <ul style="list-style-type: none"> <li>• All agreed that the Treasurer should close the Floodlights deposit account and pay those moneys in to the no.3 Floodlights current account.</li> <li>• All moneys received as grants for the church improvements will be paid in to the no.1 current account.</li> <li>• A Resolution was passed to close all three church deposit accounts due to the very low rate of interest paid, and to pay these moneys into a new account at Norwich and Peterborough Building Society. Proposed by Ursula, seconded by Charles. All in favour.</li> <li>• The Treasurer, Malcolm, then left the meeting.</li> </ul>	<p>MM</p> <p>MM</p> <p>MM</p>
<b>3.</b>	<b>Minutes of PCC Meetings dated 9 July 2013 and 12 September 2013</b> were signed as approved by the Chair, Rosemary.	
<b>4.</b>	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Church improvements and funding update. See notes attached.</li> </ul> <p>It is possible that further funds may still be obtained from other sources which have received applications.</p> <ul style="list-style-type: none"> <li>• It is hoped that the internal decoration of the church will commence on 4<sup>th</sup> November. A faculty has been granted for this work.</li> <li>• Work on the disabled toilet, servery, raising of the ringing floor and the removal of</li> </ul>	

	<p>certain pews will commence in the spring and should take approximately six to eight weeks to complete. The removed pews will be incorporated into the servery and the pews with old ends will be retained.</p> <ul style="list-style-type: none"> <li>• Clarification was requested on how many pews are intended for removal. Pauline replied that the rear pews will be removed to balance both sides of the rear of the nave. We already have permission to remove two pews on each side at the front of the nave, but this will be discussed further at the next PCC meeting.</li> <li>• A Resolution was proposed by Sid, seconded by Brigitte, that the Fabric sub-committee meet separately to discuss the proposed “trench arch drainage system” rather than connecting to the main drains. Another faculty would be required for this alternative system. All in favour. After their discussions, the Fabric sub-committee will make a recommendation to the PCC.</li> <li>• Chancel improvements - the permanent repositioning of the screen, small alterations to the plinth and installation of a handrail. Application for a faculty for these works still has to be made. A Resolution was proposed by Charles, seconded by Sonya, all in favour, that we should immediately apply for a faculty for repositioning the screen and the other chancel improvements.</li> <li>• Welcome Pack. Brigitte has previously circulated this in draft form to members. Various suggestions for additions were made. Copies will be given to Dorothy Coleman so she can provide a copy to new villagers together with the welcome card that she already sends.</li> <li>• St. Leonard’s website. There was much discussion about the quality of the deanery website and St. Peter’s own website. It was felt that the St. Peter’s website was very good and that it would be a good idea if St. Leonard’s had its own website as well. One page for Glaphorn on the deanery website would still remain. Charles has researched church website designers and recommends Church Edit. Setting up costs and annual maintenance costs were discussed. All in favour of Charles taking this forward. He will email details of the package and charges to PCC members.</li> <li>• Duties of churchwardens and PCC members. It was agreed that pastoral issues were most important and that priority should be welcoming new villagers and alerting the churchwardens if anyone is ill or in need of support. Discussion took place on whether each PCC member should be responsible for a particular section of the village in this regard. It was agreed that Ursula and Pauline will take this forward.</li> </ul>	<p>PN</p> <p>UW/PD</p> <p>PD</p> <p>BH</p>
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		<p style="text-align: center;">CW</p> <p style="text-align: center;">UW/PD</p>
<p><b>5.</b></p>	<p><b>Church Facilities:</b></p> <ul style="list-style-type: none"> <li>• Sound system. Charles reported that a loop system would be extremely expensive and not necessarily required for St. Leonard's. It would be better to have a number of radio microphones, which would raise the volume and would be more effective for those hard of hearing. At least one more radio microphone needs to be purchased. A faculty may be required.</li> <li>• Lighting. At present the quality of lighting is not good. Professional advice would need to be taken and Richard suggested a Northampton firm. Charles will take this further.</li> <li>• Drop down projector screen with back projection. If this was installed, it would be behind the chancel arch and not be visible when raised. All were agreed that such a screen would be very useful for more informal services, aimed at younger people. It would be a useful aid in our stated aim of growing the church community. Charles will research costs and report back to the PCC by email.</li> </ul>	<p style="text-align: center;">CW</p> <p style="text-align: center;">CW</p>

		CW
<b>6.</b>	<p><b>Services:</b></p> <p>Richard has produced three different formats for a different 4<sup>th</sup> Sunday Morning Prayer service. He also circulated a form of service for Holy Communion where everything is printed on a sheet and no books are necessary. Discussion took place on the various versions. Richard suggested that the 4<sup>th</sup> Sunday service on 27<sup>th</sup> October could use version one and version two be used at the November 4<sup>th</sup> Sunday service. Brigitte will ask Philip to inform organists about these changes.</p> <p>To be discussed further at the next PCC meeting.</p>	BH  PN
<b>7.</b>	<p><b>Vicar's Report:</b></p> <ul style="list-style-type: none"> <li>• Richard has been appointed Archdeacon of Northampton. The PCC congratulated him on his appointment. This was Richard's last Glapthorn PCC meeting and he thanked the members for their work with him over the years.</li> <li>• Richard reported that a new head teacher has been appointed for Glapthorn School – Katherine Town. She was head teacher before Mark Ratchford. She will be responsible for the school for five days a week but will be present at the school for only three days.</li> <li>• Christingle Service – Richard will liaise with the school about this service.</li> </ul>	RO
<b>8.</b>	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• The next meeting is next week but Charles is unsure if he can attend. Lynda Davies will be there.</li> </ul>	
<b>9.</b>	<p><b>Correspondence:</b></p>	

	<ul style="list-style-type: none"> <li>The Secretary read out a letter received from Maureen Gent, thanking the PCC members and also organist, Brian Ashworth, for the plaque on the organ screen in memory of her husband, Geoff.</li> </ul>	
<b>10.</b>	<p><b>Fund Raising Committee Report:</b></p> <ul style="list-style-type: none"> <li>The committee suggest a Children’s Christmas Party, with parents, on Sunday 1<sup>st</sup> December. To be discussed further at a committee meeting.</li> <li>Sonya thanked those members of this committee who are leaving/have left the village, in particular Rosemary and Anne Simmonds.</li> </ul>	SM
<b>12.</b>	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>OCYA – Oundle Christian Youth Association. Pauline asked Sonya to find out from the Treasurer the amount of previous donations to OCYA. The organisation has funded three teenagers to attend the Soul Survivor festival, which was very successful. They also provide funds for the West Porch group at St. Peter’s.</li> <li>Sunday Club. The PCC members thanked Verne Stark for organising this. Verne now goes into Glaphorn School to prepare the readings for children who take part in the Family Services. Brigitte will organise the Nativity Play for the Carol Service.</li> <li>Richard’s final Oundle service will be Sunday 5<sup>th</sup> January at St. Peter’s at 10.30am, for all the benefice. Richard will be licensed at St. Giles, Northampton, on 1<sup>st</sup> February 2014.</li> <li>Floodlights. Rosemary will be relinquishing responsibility for these when she moves to Oundle. Penny agreed to take on the job. Rosemary will provide details to her.</li> <li>2<sup>nd</sup> Sunday Coffee Rota. Tricia agreed to take this on. Rosemary will provide details to her.</li> </ul>	<p>SM</p> <p>BH</p> <p>PR</p> <p>RW</p> <p>PN</p>

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**Date and place of next meeting: Tuesday, 7<sup>th</sup> January 2014. 7pm at Leverton.**

Richard led the members in final prayers and then Richard and Lynda left the meeting

**Parish Profile:**

Members discussed the St. Leonard's, Glapthorn, Vision Statement as part of the Parish Profile prior to the appointment of Richard's successor.

A meeting for all three PCCs is arranged for Wednesday, 6<sup>th</sup> November at Oundle Primary School, 7.30pm, with the Archdeacon of Oakham. Charles and Tricia will attend.

A prayer meeting will be held in St. Peter's on Tuesday, 15<sup>th</sup> October at 7.30pm.

Would PCC members please send any views or comments about the draft Parish Profile to Ursula by 21<sup>st</sup> October at the latest?

**ST. LEONARD'S CHURCH, GLAPTHORN**

**Minutes of an Extra Parochial Church Council Meeting**

**12 September 2013**

**At Church Cottage**

**Present:** Richard Ormston, Stephen Webster, Lynda Davies, Pauline Davidson, Ursula Wide, Charles Wide, Bob Brewer, Sid Charlton, Tricia Newton, Rosemary Weatherburn, Giles Butlin.

**Apologies:** Sonya Moss, Penny Reading, Brigitte Hilton.

The meeting had been called to discuss the pattern and content of services at St. Leonard's with specific reference to how growth can be achieved.

Richard opened the meeting with prayer.

Charles Wide chaired the meeting and led the discussion. The paper on this subject, produced by Charles, is attached to these Minutes.

Charles posed three questions:

- a) Do the services sustain and refresh the already faithful?
- b) What would someone who has hardly ever been to church before make of it, if he or she came along out of curiosity or in a time of personal crisis?
- c) Do the services help “regulars” to grow in faith and understanding?

### **Morning Prayer.**

Of all the services in St. Leonard’s, this is the worst attended. It was agreed that it is generally not a service that appeals to anyone much under the age of 60. It is a very passive service and it was felt that the liturgy was out of touch with modern congregations who prefer more active participation.

Reference was made to the Church of England website (the Worship page), of “Service of the Word” which is a form of Morning Prayer designed to encourage adults of all ages to attend.

Richard will formulate some ideas for an alternative form of service for Morning Prayer, which he will circulate to PCC members before the next PCC meeting.

### **Communion.**

This service can alienate those who do not understand its significance.

A suggestion was made that Communion could be added to the end of a “Service of the Word” (see above) rather than hold two Communion services each month. If members of the congregation at this service did not want to stay for communion, they could leave at this point.

It was agreed that if any change takes place, it is imperative that this is done very gradually.

Discussion took place on whether we hold one traditional Holy Communion service per month, and for another Sunday a less formal service in the form of the Lord’s Supper with all sharing the bread and wine around a nave table. Proper bread could be used, not wafers.

Richard was asked if anyone could take communion, whether or not they were confirmed. He replied that if the desire was there, no one should be excluded.

Richard will produce a suggested liturgy for a less traditional Holy Communion service.

### **Family Services.**

Charles believes there is very little content in these services for adults and that the Family Service should not just be aimed at children.

The music - it was felt that it was not always appropriate to have the organ playing, but because of Richard's departure it will not be possible to have a guitar in the future. We could have CD's of appropriate children's praise. Also the Junior Praise hymn books need updating so that more recent hymns can be used. Ursula would like to install a drop-down screen behind the chancel archway with back projection provided by her digital projector in the chancel, but she acknowledges this would be an expensive purchase. In this case, no books would be needed as the words of hymns would be projected on to the screen.

Glaphorn School would be encouraged to promote the monthly Family Services. Also families in Glaphorn who have children at the other schools should be encouraged to come along.

A Family Service could be designed by St. Peter's and this would then be repeated at Glaphorn. Ideas for the service could be shared within the benefice.

### **Times of Services.**

Although 9.15am is best at the moment, and fits in with clergy, the wardens undertook to talk to those families with children who are occasional or irregular members of the congregation to ask their views on the timing of services.

An Evensong service could be reinstated for just one Sunday per month, perhaps the first Sunday which is Family Service day.

### **Fifth Sundays.**

On a fifth Sunday, only about four per year, when there is no service in Glaphorn, it was proposed to experiment with a service later in the morning, possibly followed by a lunch in the village hall. The service would be fully accessible to all with minimal liturgy and would be quite upbeat. It would be clergy led. Richard will suggest a suitable form of service. The Deanery Service is held on fifth Sundays, but this would not be affected by a late morning service here.

### **Church Collections.**

A suggestion was made that instead of passing round the collection bags at a particular time during the service, which can cause problems for those not used to attending services, a collecting plate be placed at the church door. This is to be discussed further at a full PCC meeting.

In summary, all were agreed that there should be much more co-operation between all the villages in the benefice and St. Peter's so that better ways of organising services can be discussed and shared by all.



**Any Other Business.**

Chancel Repair Liability. Ursula has paid for a search of the National Archives at Kew. No record for Glapthorn or Cotterstock in the Record of Ascertainments could be found. That concludes the matter. There is a chancel repair fund in existence, held by the Diocese.

**ST LEONARD'S CHURCH GLAPTHORN**

**MINUTES OF PAROCHIAL CHURCH COUNCIL MEETING**

**9<sup>th</sup> July 2013**

<b>Present:</b>	<b>Apologies:</b>
Giles Butlin	Bob Brewer
Sid Charlton	Tricia Newton
Pauline Davidson	Sonya Moss
Brigitte Hilton	
Richard Ormston, Lynda Davies	
Penny Reading	
Charles Wide	
Ursula Wide	

1	<p><b>Minutes</b> of the PCC meeting dated 25 April and the extra meeting dated 6 June were approved and then signed by the chair, Richard Ormston.</p> <p>Richard welcomed both Lynda and Penny to the meeting.</p>	
2.	<p><b>Matters arising</b></p> <ol style="list-style-type: none"><li>1. <b>Ecclesiastical Insurance:</b> Pauline reported that Bruce Deacon advised against a Perspex cover for the stained glass window. A metal grille would cost at least £500. Pauline reported that our insurance premium would be reduced by c. £70 pa if we went ahead with the grille. All agreed not to pursue this.</li><li>2. <b>Asbestos survey:</b> The survey identified that the only asbestos in the church is on the inside of the tower doors (the type of asbestos is Chrysotile). It is low risk and the advice is to 'leave it in situ'. The committee thanked Mike Newton for organising the survey.</li><li>3. <b>Chancel repairs:</b> Ursula reported that the CCLA holds a Glapthorn Chancel Fund deposit account which currently has a balance of £3,243.22. The Diocese has agreed that part of this money can go towards the chancel redecoration costs.</li><li>4. <b>Faculty update:</b> Pauline reported that Bruce has sent the revised drawings for the repositioning of the screen and small alterations to the chancel to the DAC for consideration at their next meeting.</li><li>5. <b>External funding update:</b> We have already received funds (or pledges) from</li></ol>	

	<p>Constance Travis Trust, Francis Coales Trust and Allchurches Trust, and other funds have been promised. Pauline and Ursula are continuing with applications. It is anticipated we will have sufficient funds to start the redecoration in the Spring. Richard will look at how funding expertise across the Deanery can be pooled.</p> <ol style="list-style-type: none"> <li>6. <b>Geoff Gent plaque:</b> This will be dedicated at the 15<sup>th</sup> Sept service.</li> <li>7. <b>Duties of churchwardens and PCC members:</b> Tricia had already circulated an A-Z of duties (and Pauline handed out copies at the meeting). Agreed that PCC members will send comments to Pauline before the next meeting, when it will be discussed.</li> <li>8. <b>Welcome pack:</b> Brigitte circulated information about village organisations. PCC members to send any comments to Brigitte.</li> </ol>	<p>PD/UW</p> <p>RO</p> <p>All</p> <p>All</p>
3	<p><b>Services:</b></p> <ol style="list-style-type: none"> <li>1. <b>Extra PCC meeting</b> to discuss CW paper on services will be held at 7.30 pm at Church Cottage on 12<sup>th</sup> Sept. PCC members to send comments to Charles before the meeting.</li> <li>2. <b>Glaphorn special services: 6<sup>th</sup> Oct first family service</b> of the new school term. Pauline will liaise with the school about this (acting head for the Autumn term is Jan Tait). Richard suggested children are given a certificate at the service which confirms their school/church links.</li> <li>3. <b>13<sup>th</sup> Oct 11.00 am Harvest Festival</b> followed by bring and share lunch in the village hall (the hall needs to be booked).</li> <li>4. <b>Stephen will be licensed as the new Rural Dean</b> in the Cathedral on 29<sup>th</sup> Sept at Oundle Deanery 3.30 pm Choral Evensong.</li> </ol>	<p>All</p> <p>PD</p>

4	<b>Treasurer's report: none.</b>	
5.	<p><b>Deanery Synod report.</b> Charles reported that he was unable to attend the last meeting. Agreed that Ursula will attend in his place when required. The last meeting focused on unity and growth.</p> <p>Richard reported on how the Deanery encourages growth: Ministers meet weekly (the only Deanery in the Diocese which does this); there is financial support across Parish boundaries (eg regarding the Parish Share); there is sharing of good practice across the Deanery; Parishes celebrate and talk about 'change' (for example how to encourage the next generation to join the Church community). The committee thanked Richard for his contribution as Rural Dean.</p>	UW
6.	<b>Correspondence: none</b>	
7.	<b>Fundraising committee report: none</b>	
8.	<p><b>AOB:</b></p> <ol style="list-style-type: none"> <li>1. <b>a. Bat survey:</b> Ursula reported that she had received the report from Natural England. Bat droppings indicate that there are long-eared and Natterer's bats in the church, probably entering on the east side between the roof timbers and the roof ceiling. Natural England advise that the floodlights are switched off after 8.30 pm between May and September. They also advise that the proposed internal redecoration works proceed as planned without timing restrictions since they are thought very unlikely to affect bats or their roosts.</li> <li>2. <b>b. Average Sunday attendance figures:</b> Under the new system we only count people over 16 years, which resulted in an average of 25 for 2012. Agreed Pauline will also calculate an average which includes children. The deadline for submission of the figures to the Diocese was the end of June. RO said that Peter Burchill prepares the Oundle figures and will be happy to give advice.</li> <li>3. <b>c. Website:</b> There was a discussion about the Deanery website and the new St Peter's website. Agreed that we need to improve St Leonard's web presence. As a start Ursula will send updated information for the Glapthorn website to Keith Alvey, and ask him to include a link to the Glapthorn area of the Deanery site.</li> <li>4. <b>d. Jeremy Firth:</b> RO reported that Jeremy is now taking more services, and is looking forward to coming to Glapthorn.</li> </ol>	PD
9.	<b>Date and place of next meeting:</b> 7.00 pm on Tuesday 8 <sup>th</sup> October at Rosemary's.	

**ST. LEONARD'S CHURCH, GLAPTHORN**

**Minutes of Extra Parochial Church Council Meeting**

**6<sup>th</sup> June 2013**

**at Church Cottage**

**Present:** Pauline Davidson, Ursula Wide, Rosemary Weatherburn, Tricia Newton, Giles Butlin, Sid Charlton, Charles Wide, Bob Brewer.

**Apologies:** Sonya Moss, Brigitte Hilton, Penny Reading.

This extra PCC meeting was called for the purpose of discussing and accepting the insurance quotation received from Ecclesiastical Insurance.

- Giles asked why the insurance has to be with Ecclesiastical. The wardens replied that although this company has a monopoly on church insurance cover, profits are put into the All Churches Trust, to which the churchwardens have recently applied.
- Dave Stephenson, a representative of Ecclesiastical, had a meeting with the churchwardens on 22 April to review the insurance cover provided. The review was overdue, as Ecclesiastical aim to visit churches around every 5 to 8 years and the last review for St. Leonard's was in 1998 and premiums have not risen since then. It was acknowledged that premiums would have to rise.
- Dave Stephenson is pleased with what is already in place e.g. accident forms, risk assessment document, church log book, fire procedures, roof alarm, electrical testing, lightning conductor and Smart Water coatings.
- His recommendations are as follows:
  1. A member of the PCC should have responsibility for health and safety issues.
  2. There should be a written health and safety policy (guidance notes provided).
  3. An asbestos survey should be undertaken. This has now been done and although the full report has not yet been received, it is known that the only asbestos is low risk – not licensed – asbestos cement in the rear of the tower doors. If left undisturbed there is no risk. Stickers have been provided to be placed on the doors advising that asbestos is present. There is no asbestos in the organ or in any other area. However, in the case of a fire in the tower, the building would be contaminated. Pauline will ask Ecclesiastical for their advice on the removal of this asbestos cement, and if done, whether the premium would be reduced.
  4. We should consider fitting a grille externally to cover the stained glass window, which will result in a slightly reduced premium. All agreed that Pauline check if this is the case and whether translucent plastic might be more suitable.
  5. Chancel repair liability. This will be on the agenda for the next full PCC meeting. There is a chancel repair fund, held by the Diocese, is currently worth over £3,000 and this amount

might possibly be used for decorating the chancel. Chancel repairs will be included in the insurance cover.

- Quotation:

Currently the excess is £250. If this level were to continue, the premium would be £1,867.68. If the excess is increased to £500 the premium would be reduced to £1,775.49. All agreed to increase the excess to £500. The increase would be phased in over three years.

A discussion took place on whether to pay the premium monthly or annually. All agreed to continue with annual payments.

The meeting closed.

## ST. LEONARD'S CHURCH GLAPTHORN

### Minutes of Parochial Church Council Meeting

following the AVM 25<sup>th</sup> April 2013

<b>Present:</b>	
Rosemary Weatherburn	Bob Brewer
Pauline Davidson	Sonya Moss
Ursula Wide	Patricia Newton
Brigitte Hilton	
Sid Charlton	
Giles Butlin	

<b>Apologies:</b> Richard Ormston.	
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<b>1.</b>	<b>The Minutes of the PCC meeting dated 12<sup>th</sup> February 2013 were approved and then signed by the lay Chair, Rosemary.</b>	
<b>2.</b>	<b>Matters Arising:</b>  Church alterations:  Pauline gave an update on the four tenders received for the alterations. She proposed that Martin Taylor Ltd. be provisionally appointed (subject to Ian Davidson and Roger Bettley holding further discussions with him to agree details of his work). Martin specialises in church work and has recently completed the	

alterations to St. Peter's. Tom Seamark will be held in reserve. All the PCC were in favour of this. Martin's quote of £30,950 will be held for six months, after which it will be reviewed. Proposal seconded by Ursula. All in favour.

Redecoration:

- The architect Bruce Deacon recommends Cranfield Decorators of Peterborough, the cheaper of the two quotes.
- The quoted price is £7,865.
- Bruce Deacon would be asked to manage and oversee the decoration because of the care needed to protect the wall paintings.
- Pauline proposed that Cranfield Decorators be appointed to do the work, seconded by Ursula. All in favour.
- The VAT can be claimed back for all the building work. No VAT is payable for the disabled lavatory.
- Ursula thanked Ian Davidson and Roger Bettley for their work in sourcing contractors and overseeing quotations.

PD

The community space at the rear of the church.

Pauline proposed that the furniture and equipment should be purchased for the space:

- 40 stackable chairs and a chair trolley.
- Noticeboards.
- Bookcases.
- 2 Folding tables.
- Table to be made from wood from the redundant pews.
- The proposal was seconded by Ursula and agreed by the PCC.

Funding update:

- The churchwardens recommended that the PCC agree to commit 10% towards the total cost of the project i.e. £4,600 approximately. All members in agreement.
- Three fund raising events for the alterations are already planned for this year.
- £3,000 has already been provided or promised from two separate charities. Sourcing grants from other organisations is still ongoing and the churchwardens asked members to advise them if they know of any trustees of charities who give grants for heritage buildings for improvements or renovations.

PD

PD

Faculty update:

- A faculty has already been obtained for the lavatory, servery and removal of certain pews. This faculty is valid for one year, (it expires in December 2013) but can be extended if required.
- A faculty for the redecoration cannot yet be applied for, as a bat survey has to be undertaken. This will be done in the near future. [UW – 12 May after church]
- Chancel screen faculty. Plans have been drawn up by the architect (and circulated to the PCC) to permanently place the chancel screen where the organ screen is, retaining the two side sections of the organ screen to fill

in the space. Discussion took place on how to finish the top edge of the chancel screen, elegantly and suitably. Pauline will discuss this with the architect.

- There are only minor alterations proposed for the chancel. A removable hand rail will be installed at the step. The architect's plans state a brass rail, but it was decided to ask him if this could be changed to a wooden one.

Welcome Pack:

- Brigitte will produce this, to be delivered to all new villagers. It will include information about church services and village organisations. A draft pack will be circulated to the PCC for approval or comments.

PD

Access Audit:

- Large print service sheets will be produced.
- Pauline asked the PCC members to read through the final version of the audit and make any further suggestions.

Plaque to commemorate the contribution of Geoff Gent:

- Maureen has been asked for the wording she would like.
- There will be a dedication during a service.

PCC Members' Responsibilities:

- Ursula thanked Philip Hilton for taking on the organists' rota.
- Ursula asked for volunteers to take over various jobs which the churchwardens do at present, so they can concentrate on the funding applications. The churchwardens were asked to produce a list of what they currently do. A short meeting of members between PCC meetings was suggested in order to share out these responsibilities.
- Ursula and Pauline thanked PCC members for their help before and after services.

PD

		PD
		BH
<b>3.</b>	<p><b>Treasurer's Report:</b></p> <p>As the Treasurer was not present, Bob Brewer gave the report.</p> <ul style="list-style-type: none"> <li>• There have been no donations to charity in the past year. Bob will produce a list of charities that the PCC have supported in the past.</li> <li>• It was agreed to start supporting charities again this year.</li> <li>• An independent examiner of the accounts needs to be appointed. It was agreed that Bob approach John Melhuish for this role.</li> <li>• Ursula reported that GAGA have made the March rent payment into the church land trust account and she will be making a payment into the church bank account in the near future.</li> </ul>	<p>BB</p> <p>BB</p> <p>UW</p>
<b>4.</b>	<p><b>Services:</b></p> <ul style="list-style-type: none"> <li>• Ascension Day – Thursday 9<sup>th</sup> May. 7.30pm Warmington.</li> <li>• Deanery Confirmation – Sunday 30<sup>th</sup> June. 6pm Nassington.</li> <li>• Ordination of Lynda Davies – Sunday 30<sup>th</sup> June. 11am in the cathedral.</li> <li>• 1<sup>st</sup> Sunday in August – 4<sup>th</sup> August. Pauline will ask Richard if he will be able to take an evening Songs of Praise service and Brigitte will ask Philip if he would like to organise a Choral Evensong.</li> <li>• The Secretary will contact Charles for a date for discussion about future services, including 5<sup>th</sup> Sundays.</li> </ul>	<p>PD</p> <p>BH</p>



		PN
5.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>No report available.</li> </ul>	
6.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>Pauline informed the meeting about the visit of a representative of Ecclesiastical Insurance. He did a thorough examination of the church building. The chancel has not previously been included in the cover. If the chancel is now to be included this will mean an increase in the premium. The churchwardens will take advice from St. Peter's about chancel insurance cover. The representative was pleased that a roof alarm had been installed for the lead roof.</li> <li>There may be asbestos in the organ and tower doors. Tricia will find out about an asbestos survey.</li> <li>Giles has taken over the rota for mowing the churchyard grass.</li> <li>Sid Charlton will be organising the September Ride and Stride and will need volunteers nearer the time.</li> </ul>	<p>PD/UW</p> <p>PN</p> <p>SC</p>

**Date and place of next meeting: Tuesday 9<sup>th</sup> July 2013. 7pm at The Dairy.**

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**12 February 2013**

<b>Present:</b>	
Richard Ormston	Rosemary Weatherburn
Ursula Wide	Giles Butlin
Pauline Davidson	Brigitte Hilton
Bob Brewer	Sonya Moss
Charles Wide	Malcolm Moss (for first item)

<b>Apologies:</b>	
Sid Charlton	Tricia Newton

<b>1.</b>	<b>Richard led opening Prayers.</b>	
<b>2.</b>	<b>The Minutes of the PCC meeting dated 9 October 2012 were approved as a true record and then signed.</b>	
<b>3.</b>	<p><b>Treasurer's Report:</b></p> <p>Before Matters Arising, Malcolm presented the figures for the calendar year 2012, put together with Mike Newton's help.</p> <p>Expenditure: £25,954</p> <p>Income:       £21,446</p> <p>Shortfall:     £4,507</p> <p>He explained that there had been some bills paid twice in one year, and there were some one-off payments that would not occur again, so the financial situation was quite healthy. He then left the meeting.</p>	
<b>4.</b>	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• It was agreed at the last meeting that there should always be a cross visible in the church, now that the screen was being repositioned. It was agreed to put the brass cross permanently on the east window shelf.</li> <li>• Pauline reported on Bruce Deacon's visit in October and subsequent correspondence. He had suggested that the chancel screen be moved as far forward as possible (without blocking the heating air vent); that the gaps on either side be filled in appropriately and aesthetically using parts of the present organ screen, with the rest possibly incorporated into the kitchen servery; that the doors should go back in; that the chancel furniture should remain, but the plinth cut away flush to the reading desks, so that there is no tripping hazard; the bible rests would be put elsewhere since they were a tripping hazard; the altar frontal storage box should be placed behind the altar. There was also discussion of Bruce Deacon's proposals for re-decoration of the walls. It was proposed by Ursula, seconded by Brigitte, that we should accept Bruce Deacon's report and apply for a faculty for the repositioning of the chancel screen and associated works, the cutting away of plinths and introduction of a removable hand rail for the steps and the church re-decoration. All in favour.</li> <li>• Pauline reported that a representative from the Bat Conservation Trust will come to see if there is evidence of bats, and the advice to follow. There is no charge for this.</li> <li>• It was agreed to pay Bruce Deacon's fees incurred so far.</li> </ul>	

5.	<p><b>Lavatory, pews and servery:</b></p> <ul style="list-style-type: none"> <li>• Five contractors have been approached. One has now quoted: Sutton Construction at £49,388 plus VAT.</li> <li>• We need three quotes before we can apply for funding. Pauline and Ursula have been researching fund providers.</li> <li>• Pauline believes that there is a good chance of reclaiming all VAT as guidelines have been altered.</li> </ul>	
6.	<p><b>Services:</b></p> <p>Charles asked for members to get in touch with him before a special meeting devoted to the subject, date to be confirmed.</p>	
7.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• Charles reported that the Deanery has commended the Glaphorn part of the Deanery Website.</li> <li>• Brian Rogers has been promoting the C of E Wedding Project, meeting people at wedding fayres.</li> <li>• The National Deanery Conference report outlined ways of parishes working more collaboratively to save resources of money and people. Ray Hemingray, the Registrar, had written to Tricia (Secretary) on the subject.</li> </ul>	
8.	<p><b>Welcome Pack for new villagers:</b></p> <p>Brigitte says this is a work in progress. She is trying to get information from other organisations</p>	BH

	in Glapthorn.	
<b>9.</b>	<p><b>Vicar's Report:</b></p> <ul style="list-style-type: none"> <li>• Charles will be taking the 6pm Good Friday service, of 45 minutes with three or four hymns.</li> <li>• Richard will take the Easter Day service.</li> <li>• Vern Stark is geared up to meet Mark Ratchford and Richard in Glapthorn School to discuss increased involvement of the school in Family Services. She is prepared to take the children through their lesson readings and prayers as the staff are so busy.</li> </ul>	<p>CW</p> <p>RO</p> <p>RO</p>
<b>10.</b>	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>• Bob had received a very warm letter from Roger Gent, thanking those involved with making Geoff Gent's Service of Thanksgiving such a memorable occasion, and enclosing a generous donation to the Organ Fund. Bob will reply and thank him.</li> </ul>	<p>BB</p>
<b>11.</b>	<p><b>Fund Raising Committee Report:</b></p> <ul style="list-style-type: none"> <li>• Sonya said that the total raised in the last year was just under £5000.</li> <li>• She reported that Tricia Ryan had said that Andrew Forbes (soon retiring) will be overseeing Music in Quiet Places. Everyone was keen for a concert again soon in the church.</li> <li>• There will be a Coffee Morning this spring at Leverton, in aid of the alterations.</li> <li>• A Ladies Lunch in April is planned.</li> <li>• There will be a Garden Party at Church Cottage on 14<sup>th</sup> July in aid of the alterations. It was suggested that the Yarwell and Nassington Band be asked to play as there is suitable hard standing at the top of the garden steps.</li> <li>• Jennie Hilton is marrying in the church on 24<sup>th</sup> August. There is to be a "Flowers for a Country Wedding" event on the 25<sup>th</sup> with teas in the village hall. This also will be in aid of the alterations. Sonya will book the hall for this event.</li> <li>• The coin collection has raised £144 with little effort and we will do it again.</li> <li>• Gill Johnston has offered to join the Social Committee.</li> <li>• Charles commended Sonya for the work on the 100 Club, which raised such a lot of money. Everyone on the PCC was encouraged to find the extra 19 contributors needed to make up the numbers to 100. Joining costs only £24 a year, or £2 a month by standing order.</li> </ul>	<p>PD</p> <p>SM</p>

12.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• All PCC members are prepared to stand again at the AVM, including the churchwardens. There will need to be a vote at the AVM to overturn the six year rule, in order that Ursula can continue as churchwarden.</li> <li>• There was talk of PCC members taking over some responsibilities from the churchwardens, who are particularly busy at the moment organising funding applications and overseeing work to the fabric. The Secretary will be circulating a list of these responsibilities to members. The Hiltons have taken on the organist rota responsibilities, Tricia the intercessions and other rotas, and Brigitte has offered to organise the Paschal Candle and the Passion reading on Palm Sunday. She has also undertaken to do the new church Electoral Roll.</li> <li>• Pauline and Tricia carried out a recent Access audit, which will be typed up. One initiative is to provide some large print service sheets.</li> <li>• On the subject of giving, it was agreed to try to solicit more Standing Orders in the post AVM Churchwardens' letter, and also at the beginning of services for several weeks to remind people of the efficacy of Gift Aid. More small cards for collection envelopes to be printed.</li> <li>• Sid has talked to the chaplain at Bishop Stopford School about the possibility of a link-up between Glapthorn Church and the school, but transport difficulties would be insuperable.</li> <li>• Floodlights: They are still off and Russell Baxter is experiencing difficulty discovering what the problem is. Brigitte will contact Russell. The opportunity to sponsor floodlights is to be mentioned in the next newsletter.</li> <li>• Mark Ratchford is at Glapthorn School until September 2013. The process to find a new Head has begun. Rosemary is stepping down as a Foundation Governor. Glapthorn School has a rising roll. Oundle Primary, the Middle Schools and Kings Cliffe Endowed are to be an Academy.</li> <li>• It was agreed unanimously that the PCC should put up a plaque on the organ to commemorate Geoff Gent and his 50 years of service as organist. Ursula will talk to Maureen about it and the wording the family would like.</li> </ul>	<p>PD</p> <p>BH</p> <p>BH</p>
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**Date and place of next meeting: Thursday, 25<sup>th</sup> April 2013 after the AVM, in church.**

The meeting closed at 8.40pm with prayers.

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**9 October 2012**

<b>Present:</b>	
Richard Ormston	Rosemary Weatherburn
Ursula Wide	Giles Butlin
Pauline Davidson	Brigitte Hilton
Bob Brewer	Sonya Moss
Patricia Newton	Charles Wide
<b>Absent:</b>	
Sid Charlton	

<b>1.</b>	<b>The meeting was chaired by Richard who led opening Prayers.</b>	
<b>2.</b>	<b>The Minutes of the PCC meeting dated 10 July 2012 were approved as a true record and then signed by Richard.</b>	
<b>3.</b>	<b>Matters Arising:</b>  1. Stone cross on the porch. No progress.  2. Proposal by Geoff and Maureen Gent for church chimes. Ursula has written to them and they understand the reasons for this not going	

ahead. Pauline organised the ringing of the St. Peter's, Oundle, bells at a Sunday service, as a "thank you" to Geoff Gent for his long service as organist at St. Leonard's.

3. Re-ordering of the church.

Progress on faculty application for the servery, lavatory and removal of certain pews.

- Approval to issue a faculty was granted by the Chancellor on 20<sup>th</sup> June. Subsequently six letters of objection were received by the Registry. A final decision has still not been made by the Chancellor owing to administrative errors by the Diocesan Registry. The PCC is concerned about this and Richard promised to talk to the Diocese.
- The churchwardens met parishioners in the Church on 15<sup>th</sup> July. Notes of the meeting and correspondence were then circulated to all PCC members for careful consideration.

**Discussion about further faculty applications.**

- **Chancel Screen.** The churchwardens summarised the comments made by parishioners at a meeting in the church on 9<sup>th</sup> September, and in letters addressed to the churchwardens. The letters were circulated at the PCC meeting. The main concerns raised were:

1. If the screen is repositioned a cross will not be visible in the church. The PCC agreed that a cross (either brass or wooden) would be permanently placed in the chancel.

RO

2. The arrangement of furniture in the chancel (particularly the wooden plinth) means that little extra space is gained by the removal of the screen. The churchwardens reported that they have already talked to the architect and he made some suggestions to overcome this.

3. Safe access into the chancel is an issue. The architect has suggested that removable rails are installed.

4. The possibility of a portable screen which could be moved back from time to time. The PCC agreed that this option is not practical and could be a Health and Safety risk.

5. The chancel has lost its "warmth". Richard explained that people have different views on the sanctity of the chancel.

6. The chancel screen doors. The churchwardens confirmed that it is the intention that the doors will be replaced once the screen is permanently positioned.

7. The churchwardens stated that the majority of comments made by parishioners about the repositioning have been favourable. After discussion, the feeling of the meeting was that the north aisle was the most suitable location and the PCC also considered Bob's suggestion that the screen be moved forward slightly from its present position in order to create much needed storage space. The proposal to apply for a faculty to permanently reposition the screen in the north aisle was

proposed by Ursula, seconded by Giles. There was one abstention and the remainder were in favour.

- **Roof repairs.** It was agreed to apply for a faculty for the roof repairs identified in the Quinquennial report (proposed by Ursula, seconded by Rosemary and unanimously agreed).
- **Redecoration of the interior of the church.** It was agreed to apply for a faculty for the redecoration of the church identified in the Quinquennial report. This was proposed by Ursula, seconded by Rosemary and unanimously agreed. Some remedial work will be required before redecoration.

The churchwardens will discuss specifications for these three proposals when they next meet the architect on 25<sup>th</sup> October.

4. Progress on applying for funding. Form 1 approval has been granted, so applications can now be made for funding. It was proposed that a PCC sub-group be formed.

5. Quinquennial.

- The original quote received for the work has now been increased. It was therefore agreed that Ian Davidson will obtain two more quotes from other builders who are experienced in church maintenance. This work is not urgent.
- The drains have been cleared out by Ian Davidson.
- Mike Willmore has done some excellent maintenance work on the doors and wishes to continue to help. He has offered to make some new compost bins. The PCC thanked him very much for his help.
- The old wrought iron railings from the north door need disposal. A notice will be placed on the church noticeboard to see if anyone would like to have them in exchange for a donation to the church.



		PD/UW
		PN
<b>4.</b>	<b>Services:</b>  1. 4 <sup>th</sup> Sunday organist: Richard has spoken to John Arkell of Oundle School, who can find a 6 <sup>th</sup> form music scholar to play the organ in term time. It was agreed that Richard will speak to Oundle School about this	

	<p>arrangement and Richard offered to bring the organist to the services. Brian Ashworth has offered to coach Monica Crosby, who is willing.</p> <p>2. Charles Wide's far reaching paper on services in the future: There was much discussion, and all agreed that any changes to the pattern and type of service must be right for the village. One idea was a later Sunday service, in familiar format, to be followed by a lunch in the village hall, on perhaps the fifth Sundays of the month, of which there are four per year. The clergy are restricted as to times of services because of their commitments in other parishes. There was further discussion on the type of services. This will be ongoing at future PCC meetings. PCC members were encouraged to email Charles with their thoughts on this subject, before the next meeting. Numbers attending Glaphorn church are good for a village of this size.</p>	RO
5.	<p><b>New Churchwarden:</b></p> <p>This is for ongoing discussion at future meetings. The churchwardens thanked PCC members for their help before and after services. Richard believes that a churchwarden's job could be shared.</p>	
6.	<p><b>Treasurer's Report:</b></p> <p>Sonya gave the report on Malcolm's behalf. (See attached). There are no outstanding bills apart from the monthly parish share.</p>	
7.	<p><b>Fund Raising Committee Report:</b></p> <ol style="list-style-type: none"> <li>1. It is hoped there will be a Christmas Bazaar in church.</li> <li>2. The foreign coin collection has been extremely successful and the coins will be collected very soon.</li> <li>3. The 100 Club has been a great success – Sonya thanked everyone who has joined the club. Subscriptions for the 2013 100 Club will be due on 1<sup>st</sup> December - £24 for the year or £2 per month.</li> </ol>	
8.	<p><b>Any Other Business:</b></p> <ol style="list-style-type: none"> <li>1. Arrangements for Harvest and the Bring and Share Supper on Sunday 14<sup>th</sup> October were discussed. The village hall is booked. The social committee will set up the hall. John Coleman will do the</li> </ol>	

<p>auction. Proceeds will again be split between Family Care and The Tear Fund. It was proposed that the 2013 Harvest service will be held late morning followed by lunch in the village hall. Brigitte suggested that children could take produce up to the altar.</p>	SM
<p>2. Sunday Club update: Pauline has produced a leaflet which has been given to all parents of young children in the village and also to the pupils at Glapthorn School. Richard proposed that he and the churchwardens arrange a meeting with Mark Ratchford, Head of Glapthorn School, to discuss possibly more children attending the Sunday Club. Thanks were given to Vern Stark and Helen Charlton for their work for the club. The School House Trust has donated some money to the Sunday Club to purchase more books.</p>	MM
<p>3. Welcome to newcomers: Brigitte suggested a "Welcome Pack" of information from the church, village hall and parish council. It was noted that Dorothy Coleman always provides a welcome card and the church leaflet to newcomers. Brigitte, Sonya and Pauline will take this idea further.</p>	
<p>4. Grass cutting of churchyard: It was noted that there have been times when the grass has not been cut, presumably because of the adverse weather conditions this year and some visitors to graves had complained.</p>	
<p>5. GAGA: The half yearly rent has been paid to the Church Land Trust.</p>	
<p>6. The School House Trust has provided funds to purchase bibles which will be presented to the year 6 schoolchildren on 25<sup>th</sup> October.</p>	
<p>7. Carol Service: 16<sup>th</sup> December at 5pm. The social committee will organise refreshments afterwards.</p>	
<p>8. Christingle: 2<sup>nd</sup> December at 6pm. Pauline will talk to Richard about an organist.</p>	BH/SM/ PD
<p>9. The village diary: This is no longer sent out with the Royal Oak dates but Bob offered to photocopy a separate list.</p>	
<p>10. All agreed to continue to donate to the same charities. Bob will email Malcolm with a list of them.</p>	
<p>11. Rosemary reported that the church floodlights are not on at present. Pauline will ask Ian to look into this.</p>	
<p>12. Richard reported that the Deanery Service in February will be a Candlemass service and all year 4 children in the deanery will be taken.</p>	
<p>13. Richard reported that Revd Ray Hemingray will be writing to parishes regarding the legal responsibilities for Chancel Tax.</p>	
<p>14. The Bishop is permitting many more Christmas communion services by extension.</p>	
<p>15. The Bishop wants incumbents installed in parishes, rather than</p>	SM

	<p>Priests in Charge.</p> <p>16. Remembrance Sunday is on Remembrance Day this year – 11<sup>th</sup> November. Ursula will find a trumpeter.</p> <p>17. 23<sup>rd</sup> December. Richard agreed to hold a 4<sup>th</sup> Sunday service with a Christmas theme.</p>	<p>PD</p> <p>BB</p> <p>BB</p> <p>PD</p> <p>UW</p>
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**Date and place of next meeting: Tuesday, 29<sup>th</sup> January 2013 at 7pm at Church Cottage.**

Richard closed the meeting with The Grace.

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

10 July 2012

<b>Present:</b>	
Richard Ormston	Rosemary Weatherburn
Ursula Wide	Giles Butlin
Pauline Davidson	Brigitte Hilton
Bob Brewer	Sonya Moss
Patricia Newton	
<b>Apologies:</b>	
Sid Charlton	

1.	<b>Welcome from the Chair of the meeting, Rosemary Weatherburn. Opening Prayers were led by the Vicar.</b>	
2.	<b>The Minutes of the PCC meeting dated 24 April 2012 were approved as a true record and then signed by Rosemary.</b>	
3.	<p><b>Matters Arising:</b></p> <ol style="list-style-type: none"> <li>1. Stone cross on the porch. Ursula apologised that this has not been taken forward due to pressure of other church business. To be discussed at the next meeting.</li> <li>2. Proposal by Geoff and Maureen Gent for church chimes. Ursula and Pauline reported that they had had a meeting with the Gents and an engineer, Keith Docherty, to hear more of the proposal. They also reported that they had talked to those residents most affected. Ursula also has letters received from six residents. They would be happy for the chiming to take place for special celebrations etc. but would not like hourly chiming every day. After a vote, all PCC members were unanimous in rejecting the proposal. A letter will be sent to the Gents.</li> <li>3. Re-ordering of the church. <ul style="list-style-type: none"> <li>• The DAC have approved the decision to apply for a faculty. There have been six written objections to the DAC. The Registrar has written to each of these six enclosing a form which must be returned to him within 21 days to formalise their objection. The Petitioners then have 14 days to reply. Ursula and Pauline have been asked to meet the objectors on Sunday, 15<sup>th</sup> July, which they are happy to do.</li> <li>• Progress on applying for funding. Pauline has received a funding information pack from Paul Adams, stewardship officer of the diocese. It was pointed out that the diocese are being extremely helpful with this. Ursula has completed a “pre-application” form to the Heritage Lottery Fund. The Fund will inform Ursula of the next step if this is successful. There will be a meeting between the churchwardens and Mark Ratchford, Glapthorn School Head Teacher, shortly, to identify the needs of the school in the re-ordering. The churchwardens invited members of the PCC to help them with fundraising.</li> <li>• Chancel Screen. The temporary licence will expire in November. At the next meeting there will be discussion on whether to apply for faculty for repositioning the screen. From all the mainly favourable comments that</li> </ul> </li> </ol>	PN

Richard and the churchwardens have received, the greatest bonus is perceived to be liturgical. It is suggested that moveable support rails be installed, which would slot into holes in the floor, to aid those who have difficulty with the chancel step.

1. Quinquennial.

- Graham Ball's quote for the minor works required is £1,500 plus VAT. The architect has approved this and does not require further quotes. All agreed to proceed with Graham Ball's quote with the proviso that the work is done to a fixed price as per the quote received.
- Drainage. The drains are not inspected during a Quinquennial Review. Ursula will ask the gardener, Mick Clarke, to rod the drains to check they are clear. On the architect's next visit to the church, Pauline will ask him to specifically look at the drains. Ian Davidson will also look at them. To be discussed at the next meeting.

		<p>UW</p> <p>PD</p>
<p><b>4.</b></p>	<p><b>Services:</b></p> <ol style="list-style-type: none"> <li>1. Richard thanked everyone who supported the Glapthorn confirmation candidates at the recent confirmation service which was very well attended.</li> <li>2. Charles, Sid and Richard met to discuss 5<sup>th</sup> Sunday services. In view of the Choral Evensong planned for 5<sup>th</sup> August, there will not be a special 5<sup>th</sup> Sunday service in July.</li> <li>3. The Deanery Service on 29<sup>th</sup> July is to be held in Blatherwycke church.</li> <li>4. Harvest – 14<sup>th</sup> October at 6pm. Service to be taken by Richard.</li> <li>5. 30<sup>th</sup> September Deanery Evening Service at Stoke Doyle, 6pm, with the new Archdeacon of Oakham. This is to say farewell to Bishop John Flack but he is remaining as an assistant bishop for the diocese for the time being.</li> </ol>	
<p><b>5.</b></p>	<p><b>Treasurer’s Report:</b></p> <p>Sonya Moss gave the Treasurer’s Report in Malcolm’s absence.</p> <ol style="list-style-type: none"> <li>1. It was agreed money raised from fund raising events which is currently in the “Combined” Account be transferred into the Fabric Account and that in future any specific fund raising would be paid directly into the Fabric Account.</li> </ol>	<p>MM</p>

	<ol style="list-style-type: none"> <li>2. The “No. 2” account looks very healthy but Bob Brewer pointed out that approximately £1,000 is taken from this account every month for the Parish Share.</li> <li>3. There is a small amount in the Church Land Account. It was agreed that a proportion of this would be paid into the Fabric Account annually, in September.</li> </ol>	MM
6.	<p><b>Deanery Synod:</b></p> <p>Charles reported on the last meeting which was held in Glapthorn church. The meeting focussed on church growth and there was a strong message that re-ordering of churches is an important component of growth.</p>	
7.	<p><b>Social Committee:</b></p> <ol style="list-style-type: none"> <li>1. Rosemary thanked Sonya for all her work on making the recent concert such a resounding success.</li> <li>2. The 100 Club is proving very successful but a few more members are needed to bring the numbers up to 100 to enable higher monthly prizes to be awarded.</li> </ol>	
8.	<p><b>Any Other Business:</b></p> <ol style="list-style-type: none"> <li>1. Pauline reported that the lease between East Northants Council and the School House Trust on the old orchard part of the school playground has lapsed. A new lease is being prepared. The Council will pay the legal fees.</li> <li>2. The meeting was reminded that a new churchwarden will be required to replace Ursula next year. To be discussed further at the next meeting.</li> <li>3. Geoff Gent’s retirement from organ playing. The next two 4<sup>th</sup> Sunday services are covered. Richard will speak to Andrew Forbes, head of music at Oundle School, to ascertain if an organ scholar would be willing to play for these services in termtime in the future.</li> <li>4. Richard reported that the Bishop has told the deaneries that he is not interested in clergy reduction. He has promised that the diocese will find personnel if the deanery can afford to pay the salary.</li> <li>5. Richard asked for prayers for the deliberations of the General Synod.</li> <li>6. Charles requested that Richard inform the Bishop of the gratitude of this PCC for all his support.</li> <li>7. After a discussion on the inclusion of “the peace” in the Family Service, Charles will produce a discussion paper on the liturgy of all our services. There has been no such discussion for at least 20 years.</li> </ol>	





following the AVM 24<sup>th</sup> April 2012

<b>Present:</b>	
Richard Ormston	Bob Brewer
Pauline Davidson	Sonya Moss
Ursula Wide	Patricia Newton
Brigitte Hilton	Charles Wide
Sid Charlton	Rosemary Weatherburn
Giles Butlin	

<b>Apologies:</b> None.	
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<b>1.</b>	<p><b>Election of Officers of the PCC:</b></p> <ul style="list-style-type: none"> <li>• Lay Chair: Rosemary Weatherburn duly elected.</li> <li>• Secretary: Patricia Newton duly elected.</li> <li>• Treasurer: Malcolm Moss duly elected.</li> </ul> <p>There were no other nominations for these three offices. Richard thanked those elected for agreeing to stand again.</p>	
<b>2.</b>	<p><b>The Minutes of the PCC meeting dated 19<sup>th</sup> January 2012 were approved and then signed by Rosemary.</b></p>	
<b>3.</b>	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• It was noted that Stephen Webster should be referred to as Associate Vicar, not as Curate.</li> </ul>	
<b>4.</b>	<p><b>Proposed re-ordering of church:</b></p> <ul style="list-style-type: none"> <li>• Detailed plans and specifications for all the changes have been sent to the DAC. Pauline has heard today that we have formal approval to go ahead.</li> <li>• We can now start the Faculty application process. Public notices will be displayed both inside and outside the church. These will give information about the process and details of how comments can be made to the Diocesan Registrar. The architect's plans will be available for scrutiny.</li> <li>• A Resolution to proceed to Faculty was proposed by Giles, seconded by Ursula. All in favour.</li> <li>• Funding applications can now be started. The churchwardens would welcome any help with this.</li> <li>• Bob queried the position of the new raised ringing floor. The toilet will be positioned at the rear of the tower with a staircase at the front for</li> </ul>	

access to the new ringing floor. There will be a railing at the front of the new ringing floor.

- Pauline will email the plans to the PCC members.
- If it is decided to apply for a Faculty to permanently reposition the screen, the architect will be consulted on re-configuring the chancel furniture. Under the temporary licence granted by the Archdeacon, we have until November 2012 to consider whether to reposition the screen. All PCC members are in favour of its repositioning and the majority of feedback from parishioners has been positive.

**Roof Alarm, Tree Cutting and Quinquennial Report update:**

- Installation of the roof alarm has been completed, as recommended in the Quinquennial Report. We have received a VAT rebate for the alarm.
- Minor repairs detailed in the Quinquennial Report – Ian Davidson, who is on the Fabric sub-committee, has asked Graham Ball for a quote for the work. Pauline will forward his quote to the architect for approval.
- The drains need attention. Pauline will contact the architect about this.
- Certain trees in the churchyard have been cut back (as recommended in the Quinquennial Report). They will grow back in time.
- The churchyard mowing rota has not yet been set up. Giles will contact Nick Knowles about this.

**Church Land Trust and GAGA:**

- Agreement has now been reached and a Lease set up for just under seven years, with an annual rent of £500.
- GAGA have received a Lottery grant.
- Allotment holders may take possession from 1<sup>st</sup> May.
- There are still some allotments available.
- The hedge and trees fronting the road will need trimming. This is the responsibility of the Church Land trustees.
- The school is very keen and there has been much positive feedback.
- The committee commended GAGA for all their hard work which has achieved such a positive outcome.

5.

PD

PD

6.		GB
7.	<p><b>Services:</b></p> <ul style="list-style-type: none"> <li>• 4<sup>th</sup> Sunday service update: Richard is now taking Matins with sung responses.</li> <li>• 5<sup>th</sup> Sunday service update: This is pending. No decision has yet been taken.</li> <li>• Richard has met Jeremy Firth today. He reported he is looking much better and is regaining his health. The committee sent their best wishes to him.</li> <li>• 1<sup>st</sup> Sunday in August – Philip Hilton is organising a Choral Evensong.</li> <li>• Deanery Confirmation Service – 12<sup>th</sup> June at 7.30pm in St.Peter’s. Richard was pleased to report that a number of Glapthorn parishioners are being confirmed.</li> <li>• Jubilee Sunday – the service will be a “Jubilee Service for the Whole Family”.</li> </ul>	
8.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• The next meeting will be 2<sup>nd</sup> May, 7.30pm in Glapthorn church and Charles will attend.</li> <li>• The Synod meetings are concentrating on plans for growth in the parishes.</li> <li>• The PCC will provide tea and biscuits for this meeting.</li> </ul>	<p>CW</p> <p>PD/UW</p>
9.	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>• A letter has been received from Geoff and Maureen Gent who would like to donate a lasting gift to St. Leonard’s in recognition of their 50 years worshipping in the church and living in the village. They would like to provide a striking clock which would have no clock face but would strike one of the bells every hour during the day only. The striking mechanism could be disconnected for bell ringing and chiming. The village will be consulted but the PCC are warmly in favour. The Secretary will write to Geoff and Maureen to thank them and let them know of the PCC’s approval.</li> </ul>	

		PN
<b>10.</b>	<b>Fund Raising Committee:</b> <ul style="list-style-type: none"> <li>• A Temporary Event Notice will have to be obtained for the 27<sup>th</sup> June concert.</li> <li>• The 100 Club needs another 18 members to bring numbers to 100. This will be mentioned in the June newsletter.</li> </ul>	SM  SM
<b>11.</b>	<b>Any Other Business:</b> <ul style="list-style-type: none"> <li>• The stone cross on the porch. Ursula did obtain two quotes but this was not taken any further. Bob proposed this be moved forward and Rosemary seconded. Ursula will obtain a new quote.</li> <li>• Bob requested three volunteers to help with Christian Aid Week. Rosemary, Tricia and Giles will do so.</li> <li>• Ursula gave notice that this is her final year as churchwarden as she has done five years.</li> <li>• Charles is presenting a talk “Doing God” on 20<sup>th</sup> May in St. Peter’s.</li> </ul>	UW

**Date and place of next meeting: Tuesday, 10 July 2012 at Leverton. 7pm.**

**ST. LEONARD’S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**19 January 2012**

<b>Present:</b>	
Richard Ormston	Rosemary Weatherburn

Ursula Wide	Giles Butlin
Sid Charlton	Emma Buckley
Bob Brewer	Sonya Moss
Patricia Newton	
<b>Apologies:</b>	
Pauline Davidson	Charles Wide
Brigitte Hilton	

1.	<b>Welcome from the Chair of the meeting, Rosemary Weatherburn. Opening Prayers were led by the Vicar.</b>	
2.	<b>The Minutes of the PCC meeting dated 29 September 2011 were approved as a true record and then signed by Rosemary.</b>	
3.	<p><b>Matters Arising:</b></p> <p>1. Report from the church fabric and churchyard sub committee:</p> <ul style="list-style-type: none"> <li>• The box tree in the churchyard to be cut into a rounded, evergreen shape, and the existing dead cut out of the adjacent Scots pine. All this to improve the visibility of the church roof in case of possible lead thefts. Mick Clarke to do minor work identified in the Quinquennial Inspection, such as cleaning out the gutters.</li> <li>• A quote has been received for £4,139 for installation of a roof alarm to protect the lead. This figure includes the first year's subscription. Subsequently maintenance will be £308 per annum. Pauline has been in contact with other parishes, who have this alarm system; all are very pleased with it. A Resolution was passed to install this alarm, proposed by Giles Butlin, seconded by Ursula Wide. All in favour.</li> <li>• The architect's fees for the Quinquennial Inspection have been paid and a rebate of £300 has been received from the Diocese.</li> </ul> <p>1. Re-ordering update:</p> <ul style="list-style-type: none"> <li>• The Diocesan Advisory Committee considered the plans at their meeting on 17 January and are happy for the PCC to go ahead to get detailed plans and specifications drawn up by Gotch's.</li> <li>• These will then be sent to the DAC for approval. The DAC will then issue a Form 1. Once this Certificate has been received, a Faculty application can be made, notices posted on the village website, the newsletter and the church gate noticeboard, giving notice of a period of 28 days for responses by interested parties to the DAC. On receipt of the Form 1 Certificate, applications for external funding can begin.</li> <li>• An estimated £3,700 (including VAT) for work up to Faculty application to be paid to Will Assheton of Gotch, Surridge and Saunders.</li> <li>• Temporary repositioning of the chancel screen will be carried out on 4 February. The cost is in the region of £200 plus VAT. The screen will be tied securely to the vestry screen.</li> <li>• Discussion took place about the advisability of moving the two front sections of the chancel choir stalls as the protruding feet are a tripping hazard. As there is no choir, the front choir stall will be removed so that</li> </ul>	PD/UW

the front sections can be pushed back. This will be considered further.

1. 4<sup>th</sup> Sunday services:

- Since he introduced a slightly new format for Morning Prayer, Richard has received contrasting opinions from churchgoers. He suggested a service sheet be drawn up which included the canticles, which would avoid confusion between the prayer book and psalter. Charles will produce the service sheet. Richard will be taking the Morning Prayer 4<sup>th</sup> Sunday services for the next six months, at least, with Charles taking it in July.

1. 5<sup>th</sup> Sunday services:

- The sub-committee of Richard, Sid, Charles, and the churchwardens have not yet met to decide on the format for these services. The next 5<sup>th</sup> Sunday is 29<sup>th</sup> April.

1. Village website:

- Ursula thanked Keith Alvey for putting the PCC Minutes on the website. The Minutes will also be on the Deanery website, which is now much easier to upload.

1. Intercessions:

- Richard distributed details of a website that gives prayers for different times of the church's year and encouraged those doing the intercessions to choose from these.

MM

[www.churchofengland.org/prayer-worship/worship/texts/newpatterns/contents/sectionf.aspx](http://www.churchofengland.org/prayer-worship/worship/texts/newpatterns/contents/sectionf.aspx)

1. Church Land Trust:

- Ursula (Church Land Trustee) reported that the lease between the Trustees and GAGA will shortly be signed. The regrettable delays have mainly been caused by the need to approach external organisations, who have been slow at times. There has been very good co-operation between the Trustees and GAGA committee. Once the lease has been signed, and the process completed, a joint letter will be circulated to the village. The lease needs to be in place before GAGA can apply for a Lottery grant. The Trustees have landowner insurance, and GAGA also has suitable insurance. Solicitors' fees are now £850 plus VAT – an increase of £200 on the original quotation as a result of extra advice sought. A Resolution was passed to pay the bill, all in favour. The rent agreed is £500 per annum, paid in March and September. The lease is for a period of just under seven years. The money will be paid to the Church Land Trust for the benefit of the Church Fabric Fund.

PD/UW

		CW
4.	<p><b>Vicar's Report and Services:</b></p> <ul style="list-style-type: none"> <li>• Confirmation classes begin in February, with the confirmation service on 12 June at St. Peter's, 7.30pm. There are likely to be three or four candidates from St. Leonard's.</li> <li>• Deanery Evensong – 29 January at St. Peter's, 6pm.</li> <li>• Collyweston and Easton on the Hill have joined the Deanery and Thornhaugh and Wansford have joined the Nassington benefice.</li> <li>• Ash Wednesday Service - 22 February at 10am with Richard.</li> <li>• Mothering Sunday – 18 March, 9.15am Family Service.</li> <li>• The May meeting of the Deanery Synod will be held in Glapthorn, the Village Hall for preference. (Postscript: it would clash with WI so will be held in church).</li> </ul>	CW
5.	<p><b>Treasurer's Report:</b></p> <p>Malcolm Moss, Treasurer, attended this part of the meeting.</p> <ul style="list-style-type: none"> <li>• Malcolm and Mike Newton are new signatories on the church bank accounts and deposit accounts .</li> <li>• The Parish Share has been paid up to date.</li> <li>• Total funds held are £20,781.09.</li> <li>• Outstanding amounts due are the insurance premium and charity contributions. (Postscript: Malcolm reported that the insurance premium</li> </ul>	



	<p>has subsequently been paid).</p> <ul style="list-style-type: none"> <li>• Rosemary reported that some floodlights contributions were outstanding or had not been renewed.</li> <li>• It was agreed that Rex Porritt would again be asked to audit the annual accounts. Bob will contact him and introduce him to Malcolm.</li> <li>• Rosemary thanked Malcolm for coming to give his report in person.</li> </ul>	
		BB
6.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• Richard reported on the last meeting, which had been at Titchmarsh, and was concerned with children's work. The next one, on 2<sup>nd</sup> May, will be held in Glaphorn.</li> </ul>	
7.	<p><b>Social Committee:</b></p> <p>Sonya Moss, the new Chair of this committee, suggested the following fund raisers:</p> <ul style="list-style-type: none"> <li>• A spring concert in St. Leonard's with wine and canapés, featuring either the Oundle School Jazz Band (already contacted) or the one from Prince William School or the Nene Valley Music School (Ursula and Sid will make contact with these).</li> <li>• A Diamond Jubilee Celebration in conjunction with the Royal Oak Committee, the Village Hall Management Committee and possibly the Parish Council.</li> <li>• A Ladies Luncheon with a Guest Speaker.</li> <li>• A summer coffee morning or Fete with childrens' games.</li> <li>• An "Auction of Promises" in the autumn.</li> <li>• The earlier suggestion of a Ball was postponed, due to the importance of the Diamond Jubilee celebrations this year. Such a Ball requires a year of planning and organisation and large support from the village.</li> <li>• The "100 Club" – Take up has generally been excellent with 80 members signed up. The Club conforms to the 2005 Gambling Act and the rules have been given to all members.</li> <li>• Sonya has contacted a number of people, not previously involved with the Social Committee, to hopefully get some new ideas.</li> <li>• A Resolution was proposed by Ursula, seconded by Giles, to renew the Certificate of Registration, the licence which covers all draws, raffles and the 100 Club. The renewal is due in March at a cost of £40 per annum. All in favour.</li> </ul>	UW/SC

		SM
8.	<p><b>Any Other Business.</b></p> <ul style="list-style-type: none"> <li>• Spring cleaning of the church, especially the vestry and the windows. It was agreed this would be done on the morning of 24 March and would be announced in the newsletter with volunteers requested.</li> <li>• Sound system – the equipment belongs to Charles but is left in church permanently. The early glitches have been ironed out. The clergy are in favour of its use, and it is generally popular with the congregation. It was suggested that those reading the intercessions use the lectern, if they wish, so that the sound system can be used.</li> <li>• Thanks were expressed to Anne Simmonds and Jan Butlin for decorating the church for Christmas, and also to Nicky Hunt for helping Sonya and Tricia with the decoration of the Christmas tree for the church and the Benefield Christmas Tree Festival.</li> <li>• Bluebell Teas – Monday 7<sup>th</sup> May. To be organised by the Social Committee.</li> <li>• New helpers’ rota for Communion services – Ursula said the churchwardens were very appreciative of the help they had received, since there is much to do before and after Communion services, but that support has been patchy. Maureen Gent had dropped in before the meeting started to report that someone from outside the village had been disappointed in the welcome one Sunday. The PCC felt that, although they made great efforts to talk to everybody, and saw it as very important, there must always be room for improvement. This underlined the importance of help from PCC members before and after Communion services. Bob Brewer offered to toll the bell each Sunday before services when he is available.</li> <li>• Donation to OCYA (Oundle Churches Youth Association) – Ursula proposed £100, seconded by Sid. All in favour. Discussion also took place on donations to various other charities, being Missionaries gifts, Bell Ringers Association, British Legion and The Childrens’ Society. The proceeds of Harvest to be divided between the Tear Fund and Family Care (Peterborough).</li> </ul>	PD

	<ul style="list-style-type: none"> <li>• Pauline had applied to The Royal Oak Club for funding for newsletter costs – The Royal Oak Club has agreed to provide £150 for which it was thanked.</li> <li>• The village diary cannot now be included on the Royal Oak Club flyer due to lack of space. Pauline will be asked to do this separately.</li> </ul>	SM
		BB
		MM
		PD

**Date and place of next meeting: The Annual Vestry Meeting on Tuesday, 24 April 2012 at 7pm in Church, followed by a PCC meeting.**

Addendum: Sonya would like it noted that approximately £485 was raised at the Christmas Coffee Morning, so thanks to all who helped, and the Butlins especially for hosting it. Also thanks to all who helped at the Carol Service supper, when approximately £180 was raised.

## ST. LEONARD'S CHURCH GLAPTHORN

### Minutes of Parochial Church Council Meeting

29 September 2011

<b>Present:</b>	
Richard Ormston	Bob Brewer
Pauline Davidson	Sonya Moss
Ursula Wide	Patricia Newton
Brigitte Hilton	Charles Wide
Emma Buckley	Rosemary Weatherburn
Giles Butlin	Sid Charlton
Bruce Deacon, Architect	

<b>1.</b>	<b>Welcome and Opening Prayers.</b>	
<b>2.</b>	<p><b>Bruce Deacon, Architect for the Quinquennial Report</b> was welcomed to the meeting.</p> <ul style="list-style-type: none"> <li>• The inspection was carried out in July. Bruce outlined what the inspection entailed, and the inspection report (only recently received by the churchwardens) was explained to the meeting, together with the five categories of recommended work .</li> <li>• Bruce commented on the generally excellent state of repair of the building and congratulated the church council.</li> <li>• There are no repairs which require urgent action.</li> <li>• He briefly outlined the work which needs to be done. This is summarised at the back of the report.</li> </ul> <p>Questions to the architect:</p> <ul style="list-style-type: none"> <li>• Damp: He gave advice and commented that we are managing the problem correctly by leaving the door and clerestory windows open in summer.</li> <li>• Redecoration of the nave: He recommended that a sample of mortar at the base of the wall be submitted for analysis before decisions are taken on how to proceed.</li> <li>• Ventilation for the new toilet: He said that there are ways of introducing natural ventilation.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Costs: He estimated that the cost of undertaking all the work would be in the region of £8,000.</li> </ul> <p>Bruce Deacon left the meeting, having been thanked by the committee.</p> <ul style="list-style-type: none"> <li>• The committee agreed to pay the architect's fee for the inspection (£667.02). Once we have the architect's receipt we can apply to the diocese for the £300 grant.</li> <li>• The churchwardens suggested a sub-committee of members who would work with the architect to implement and monitor the repairs identified in the Quinquennial Report and also be responsible for various other tasks to do with the general maintenance of the building. It was suggested that Ian Davidson be co-opted and Brigitte and Giles offered to take on some of the tasks involved.</li> </ul>	MM
3.	<b>The Minutes of the PCC meeting dated 28 June 2011 were approved as a true record and then signed by Richard.</b>	
4.	<p><b>Matters Arising:</b></p> <ol style="list-style-type: none"> <li>1. A quotation for a condition report on the wall paintings has been received for £1,767 plus VAT, of which a grant of £500 would be available from the Church Buildings Council. After discussion, it was decided not to proceed because there are higher priorities for the available funds at the moment. Ursula will inform the Church Buildings Council and Tobias Curteis Associates of our decision.</li> <li>2. Pastoral Care. Pauline will circulate any information to the PCC and asked that all members contribute .</li> <li>3. The "Welcome" board outside the church gate. Ursula warmly thanked John Coleman for making this board. Comment was made on how well it matched the main green church board and how welcoming it makes Glaphorn church. Ursula thanked the key holders for putting out the board in the mornings and putting it away in the evenings.</li> <li>4. 4<sup>th</sup> Sunday Service Sheets. Richard had introduced this sheet last Sunday as Jeremy was unable to take the service. Discussion took place on the form of the Matins service. No decision was made.</li> <li>5. Sponsored Ride and Stride on 10 September. 35 people visited the church. Ursula thanked those on duty. Emma Buckley has agreed to take on the organisation.</li> </ol>	UW PD

		EB
5.	<p><b>Proposed re-ordering of the church:</b></p> <p>Vice Chairman, Rosemary Weatherburn, now took the chair. PCC members have received a resume of what has previously been agreed.</p> <ul style="list-style-type: none"> <li>• The Archdeacon has given permission for the chancel screen to be temporarily repositioned for a maximum of 15 months.</li> <li>• He has also given permission for the front two pews on both sides to be temporarily removed. Discussion took place about the practicality and cost of undertaking this temporary work.</li> <li>• It was decided to apply for a Faculty for permanent removal of these pews together with the toilet, servery, new ringing floor and removal of three pews in the north west corner.</li> <li>• Two estimates have been received for repositioning the screen.</li> <li>• There was a request that the choir stalls be temporarily repositioned so that, once the screen is removed, the view of the chancel from the nave is completely opened up.</li> <li>• There was a suggestion that a specific event be held so that parishioners can see how the chancel has been opened up and give their opinions.</li> <li>• Discussion took place about the architects' fees for the work to take us to Faculty.</li> <li>• All the above mentioned items will cost around £4,600. This money is already in the Fabric Account. All PCC members were in favour of this expenditure.</li> </ul>	

6.	<p><b>Vicar's Report and Services:</b></p> <ul style="list-style-type: none"> <li>• Harvest Festival – Sunday 2 October at 6pm. Service to be followed by the auction of produce and a bring and share supper in the village hall.</li> <li>• Deanery 5<sup>th</sup> Sunday service – Sunday 30 October, 10.30am in St. Peter's. To celebrate the 400<sup>th</sup> anniversary of the St. James Bible.</li> <li>• All Souls Service – Sunday 6 November, 6pm in Glapthorn church. Richard will prepare information to be used in publicity.</li> </ul> <p>There will also be a usual Family Service at 9.15am.</p> <ul style="list-style-type: none"> <li>• Christingle Service – Sunday 4<sup>th</sup> December, 6pm. Mark Ratchford of Glapthorn School will organise the event.</li> <li>• Richard reported that Charles is taking temporary leave of absence as a lay reader and that there is now a shortage of lay readers in the benefice.</li> </ul>	RO
7.	<p><b>Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• The new Treasurer, Malcolm Moss, was unable to provide a report due to his absence. His report will be emailed to the PCC shortly.</li> <li>• Mike Newton (Gift Aid Officer) reported that collections, gift aid, and a tax rebate of £3,877.90 amounted to a total of £6,064.98</li> <li>• The Open Gardens weekend on the August bank holiday raised a net profit of £4,306.09. The PCC thanked Ian Davidson for providing a very detailed financial breakdown. The Secretary will write to thank him.</li> </ul>	MM  PN
8.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• Charles reported on the last meeting of the Synod, when women bishops were discussed. The General Synod had passed a measure which provides protection for those in the diocese who object. The Deanery Synod were asked to vote whether it was in favour of the measure. The Synod agreed.</li> <li>• The next Deanery Synod on 3 November, an open meeting in Titchmarsh church, would be discussing what each parish is doing for children.</li> </ul>	
9.	<p><b>Social Committee:</b></p> <ul style="list-style-type: none"> <li>• Rosemary thanked Pauline for organising the very successful publicity and raffle for the Open Gardens weekend.</li> <li>• She thanked Ian Davidson for being in charge of all the money.</li> <li>• A net profit of £4,306.09 was made – a wonderful result.</li> </ul>	

	<p>Future of this committee:</p> <ul style="list-style-type: none"> <li>• Sonya Moss has agreed to re-organise the Social Committee and members will be Sonya, Rosemary and Tricia to begin with.</li> <li>• Sonya has produced a comprehensive list of ideas for fund raising.</li> </ul>	
<p><b>10.</b></p>	<p><b>Any Other Business.</b></p> <ul style="list-style-type: none"> <li>• Proposals for growth. Charles has proposals for 5<sup>th</sup> Sunday services which are approximately four per year. He believes that these are a missed opportunity. He suggests a service or event that is totally different from the usual pattern of services. Various suggestions were discussed. It was also suggested that a later time of 11am might be advantageous for this service. A sub-committee will be formed to organise these services, being Ursula, Charles, Richard, Pauline and Sid.</li> <li>• Pauline reported that Glapthorn School had visited the churchyard who had been very interested in what they saw. Thanks were given to Ian Davidson who showed the children round.</li> <li>• Keith Alvey, who runs the Glapthorn village website, is to be asked to include church information and publicity on the site. The committee agreed to pay £10 per year towards the cost of the website.</li> <li>• Helpers for churchwardens before services. Pauline requested that if any PCC member cannot do this duty, please to let the churchwardens know beforehand. The churchwardens appreciate the help they have been receiving.</li> <li>• Benefield are holding a Christmas Tree festival on 9 December. Pauline reported that Glapthorn church had been asked to provide a decorated tree.</li> <li>• Intercession books. Emma asked for replacements. Richard will obtain some more.</li> <li>• On behalf of the Treasurer, Sonya queried the Parish Share Review that he has received from the diocese. This was passed to Pauline.</li> <li>• Brigitte reported that Tricia will be producing the December newsletter. She will let Tricia have a list of contacts.</li> <li>• Charles asked the PCC to give authority to have the details of the Evensong service removed from the main church noticeboard and to replace it with details of a 5<sup>th</sup> Sunday service. All members agreed.</li> <li>• The GAGA lease. The Church Land Trustees reported that signing of the lease is imminent. Solicitors' fees will be £725, including VAT which the PCC has previously agreed to pay.</li> </ul>	<p>UW/CW</p> <p>RO/PD</p> <p>SC</p> <p>SM</p>



		RO
		BH/PN

**Date and place of next meeting: Thursday, 19 January 2012 at 7pm at Leverton (Pauline Davidson).**

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**28 June 2011**

<b>Present:</b>	
Richard Ormston	Bob Brewer
Pauline Davidson	Sonya Moss
Ursula Wide	Patricia Newton
Brigitte Hilton	Charles Wide
Emma Buckley	Rosemary Weatherburn

<b>Apologies:</b> Sid Charlton	<b>Absent:</b> Giles Butlin
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<b>1.</b>	<b>Welcome and Opening Prayers.</b>	
<b>2.</b>	<b>The Minutes of the PCC meeting dated 26 April 2011 were approved as a true record and then signed by Richard.</b> Charles apologised that these were not	

	yet posted on the website, due to lack of space available.	
3.	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• PCC members were recommended to visit the churches of Bisbrooke, near Luddington, Rutland, and Sutton near Peterborough to see how they had very successfully re-ordered their interiors.</li> <li>• Quinquennial Inspection. This will take place on Friday 1 July by the architect, Bruce Deacon. He has agreed to present his findings at a future PCC meeting. He is in possession of the previous Quinquennial Report and also the Statement of Significance. His quoted charges are £495 + VAT and expenses. Total could be in the region of £700. There is a grant available from the DAC for £300. Once the Inspection has taken place, the churchwardens will email details to the PCC. Bob has received previous Quinquennial Reports from the architect previously used, going back to 1960, and the architectural report held by the local council. Pauline will put these records with the log book in the church safe.</li> <li>• Wall Paintings. Ursula has received a quotation from Tobit Curteis Associates of £1,767 + VAT to provide a condition survey and paint analysis. A grant has been requested for this survey from Dr. Pedro Gaspar of the Church Buildings Council. There are also charities who give grants for upkeep of church paintings. Ursula will email the PCC when she has further information.</li> <li>• Pastoral Care. Pauline will liaise with Brigitte on this.</li> </ul>	<p>PD</p> <p>UW</p> <p>PD/BH</p>
4.	<p><b>Proposed re-ordering of church:</b></p> <ul style="list-style-type: none"> <li>• PCC members have already received a copy of the Archdeacon's letter saying he is prepared to grant a Temporary Certificate for the repositioning of the screen and the removal of the front two rows of pews. Attention was drawn to the fact that the Archdeacon is retiring in</li> </ul>	

	<p>October.</p> <ul style="list-style-type: none"> <li>• Members of the Diocesan Guild of Bellringers have informed the churchwardens that it is possible to create a floor above the new toilet facility in the tower in order to continue ringing the bells, so there would be no need for a carillon. There would be a ladder arrangement to access this new floor and the ceiling bosses would need to be enlarged to enable the rope sallies to pass through. This ringing chamber would need to be enclosed at the front by installing a glass screen. For future PCC's – there is room in the belfry for two more bells.</li> <li>• The Archdeacon considered the nave altar suggestion but, because it might make the chancel redundant, he came down in favour in repositioning the screen.</li> <li>• Faculty application. 8 members were in favour, one against, of applying for a faculty for the toilet facility, servery, ringing chamber above the toilet, and the removal of the three pews at the rear where the servery will be installed.</li> <li>• It was decided to apply to the Archdeacon for a Licence for Temporary Reordering, for the repositioning of the screen and the removal of the front two pews on each side. Such a licence would be valid for up to 15 months. All in favour.</li> <li>• Pauline will inform the architect of our decision and ask him to take the application to faculty. This will incur architect's fees. It was decided to inform the architect that at this stage that is all that we require from him.</li> <li>• It is only possible to apply for external funding for the project once a faculty is in place.</li> <li>• The Quinquennial Inspection results will take priority over any future spending needs.</li> <li>• A letter will be sent to the village in due course, explaining what is happening.</li> </ul>	<p>PD/UW</p> <p>PD</p>
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		PD/UW
<b>5.</b>	<p><b>Vicar's Report:</b></p> <ul style="list-style-type: none"> <li>Richard reported that the Diocesan Synod and the Deanery Synod are exploring ways of growing the churches. Charles said that at the last Deanery Synod meeting a resolution was passed so that Richard can go forward with the minster ministry project. PCC members were asked to communicate ideas on how our church can grow (not village events) before the next PCC meeting. The pattern and type of services may need to be thought through. Members were asked to read Bishop Donald's ideas on growth on the diocesan website (Charles has now emailed this to all members).</li> <li>Richard reported that on 6 July there will be an open meeting of the diocesan synod in Kettering, and the deanery synod open meeting in Thrapston (St. James) on 20 July. These concern women bishops. Richard encouraged the PCC members to attend one of these.</li> </ul>	
<b>6.</b>	<p><b>Services:</b></p> <ul style="list-style-type: none"> <li>7 August – 1<sup>st</sup> Sunday – Evening Songs of Praise, 6pm.</li> <li>28 August – a morning Songs of Praise service. This is the day of the Open Gardens event in the village. Richard will take both of these services.</li> <li>2 October – Harvest. 6pm, followed by Auction of Produce and Faith Supper in the Village Hall.</li> </ul>	
<b>7.</b>	<p><b>Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>Bob reported a total of £11,122 in the accounts.</li> <li>The No. 1 account is due to receive £3,436 in respect of the 2010/11 Gift Aid rebate.</li> <li>There are two uncleared cheques from last year – The Childrens' Society which was the collection from the Christingle service. This money was handed to Glapthorn School who were going to send it on. Rosemary</li> </ul>	

will enquire at the school.

The other cheque was to the Council for World Mission.

- Discussion took place on who should pay the solicitors' fees for drawing up a lease with GAGA for the church land. These should be £600 + VAT. Ursula and Pauline, Church Land Trustees, are in active negotiation with GAGA and most of the issues have now been agreed. Ursula proposed that the PCC pay the solicitors for drawing up the contract with GAGA. Rosemary seconded. All in favour. The trustees have taken out Public Indemnity Insurance on the land.
- Bob queried the outstanding items of expenditure:
  1. The cross above the porch. A quotation has been received but a discussion with Mary Sapsed's family is needed.
  2. Sound system. To be deferred.
  3. Minor electrical work is required.
  4. Robert Brewer ceases to be a signatory.
  5. Malcolm Moss (Treasurer) and Michael Newton (Gift Aid Officer) become new signatories.
  6. Ursula Wide (churchwarden), Pauline Davidson (churchwarden) and Patricia Newton (secretary) remain as signatories.
  7. Any two signatories must sign banking documents.
  8. Banking correspondence is to be sent to Crown House, Cotterstock Road, Glapthorn, Peterborough PE8 5BJ.
- As Bob is no longer Treasurer, a change of signatories is required for our current accounts at NatWest Bank, Oundle and all our deposit accounts at CCLA(CBF Church of England deposits), London. The following resolution was proposed by Bob, seconded by Brigitte, and approved by all, that:
- Bob will produce a letter for the bank giving details of this resolution.

RW

		BB
<b>8.</b>	<p><b>Social Committee:</b></p> <ul style="list-style-type: none"> <li>• Sunday 28 August – Glaphorn Open Gardens. 2pm – 5.30pm. There will be 10 gardens open, various stalls and teas. Pauline is organising a Prize Draw.</li> <li>• Saturday 27 August – a Topsy Trail around the village. Pauline and Bob will arrange the licence. Pauline and Rosemary will organise publicity.</li> <li>• Flyers about the Open Gardens to go out with the St. Peter’s weekly sheet and the Cross Purposes magazine. Pauline will liaise with Yvonne at St. Peter’s office.</li> <li>• The future of the Social Committee – Sonya Moss has kindly offered to set this up again. She will organise a meeting of PCC members who wish to take this forward.</li> </ul>	<p>PD/BB</p> <p>PD/RW</p> <p>PD</p> <p>SM</p>
<b>9.</b>	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>• A letter of thanks from the Wildlife Trust for our donation from the Short Wood teas.</li> </ul>	
<b>10.</b>	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• Northamptonshire Historical Society have visited the church and churchyard and done a survey of every gravestone and every inscription inside and outside of the church. There is no charge and they will let us have their report when completed.</li> <li>• Parish Safeguarding Officer – Jeremy Firth. The PCC Secretary will invite him to the next but one PCC meeting.</li> <li>• Ursula proposed a resolution that an A frame board be erected outside the church gate informing the public that the church is open daily. To be weather proofed and stored behind the wall overnight. Seconded by Sonya Moss. All in favour. Ursula will ask John Coleman if he could</li> </ul>	

	<p>make the board for us.</p> <ul style="list-style-type: none"> <li>• It was agreed Lynn Buckley’s Christening service was a lovely event. Confirmation classes begin in January.</li> <li>• Pauline asked Richard if we could have service sheets for 4<sup>th</sup> Sunday Matins.</li> <li>• Concern was expressed about the present length of the grass in the churchyard. Ursula has contacted Nick Knowles. The list of mowers will be put up outside the church door.</li> </ul>	<p>PN</p> <p>UW</p> <p>RO</p> <p>UW</p>
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**Date and place of next meeting: Thursday, 29 September 2011 at Crown House (Sonya Moss). 7pm.**

**ST. LEONARD’S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**following the AVM 26<sup>th</sup> April 2011**

<b>Present:</b>	
Richard Ormston	Bob Brewer
Pauline Davidson	Sonya Moss
Ursula Wide	Patricia Newton
Brigitte Hilton	Charles Wide
Sid Charlton	Rosemary Weatherburn

<b>Apologies:</b>	Emma Buckley
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1.	<p><b>Election of Officers of the PCC:</b></p> <ul style="list-style-type: none"> <li>• Chair: Richard will chair meetings. In the event of him being unavailable Rosemary offered to be the lay chair. There were no other nominations so Rosemary Weatherburn was elected.</li> <li>• Secretary: Patricia Newton willing to stand again. No other nominations so she was duly elected.</li> <li>• Treasurer: Bob Brewer is not yet quite ready to hand over the Treasurer's job to Malcolm Moss and Mike Newton. There were no other nominations. Malcolm was duly elected as Treasurer and Mike was elected as Gift Aid Officer. Neither Malcolm or Mike are PCC members.</li> <li>• Deanery Synod representative: Charles Wide will be the representative but Ursula will attend if Charles is unavailable.</li> </ul>	
2.	<p><b>The Minutes of the PCC meeting dated 16 November 2010 were approved and then signed by Richard.</b></p>	
3.	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Quinquennial Inspection and appointment of architect. Pauline has received three quotes and proposed Bruce Deacon from Bedford be appointed as architect. He had submitted a reasonable and detailed proposal and is prepared to present his findings to the PCC at a meeting. Pauline has received references highly recommending him. All members of the PCC were in favour of Bruce Deacon being appointed as architect.</li> <li>• Risk Assessment. The churchwardens will complete this before the Archdeacon's visit on 4 May.</li> <li>• Constable book in glass case. Gill Johnston has agreed to ask a locksmith to open the cabinet. The book will then be taken to the Northamptonshire records office. Agreed it should be available for people to read before it is sent to the records office.</li> <li>• Helpers for churchwardens before and after services. Pauline and Ursula thanked the PCC members for their help and said the system is working well.</li> <li>• Guidelines for readers. These have been prepared and are on the lectern. Dorothy has agreed to attach them to future readers' rotas.</li> </ul>	<p>PD/UW</p> <p>PD/UW</p>
4.	<p><b>Proposed re-ordering of church:</b></p> <ul style="list-style-type: none"> <li>• Archdeacon's visit on 4 May. The churchwardens will meet him in church and have the church records available for inspection.</li> <li>• The churchwardens will discuss with the Archdeacon the proposals for the front pews put forward by Bob Brewer and the nave altar table proposal. It was again confirmed that the village would be consulted over any proposed alterations.</li> <li>• Philip Hilton's letter dated 5 February 2011. The PCC thanked Philip for his letter of support for the proposed changes to the church. Its contents were briefly discussed. It was noted that a number of letters and expressions of support for the changes had been received from villagers. Agreed that the letter will be appended to these minutes.</li> </ul>	<p>PD/UW</p> <p>PD/UW</p>



		PN
	<p><b>Services:</b></p> <ul style="list-style-type: none"> <li>• Richard had approached Michael Bunker for our second Sunday communion services but he will not be available for some time. Richard then approached Barry Morrison who was very happy to take the services. Rev Morrison has said he would like to refund his fees to Glapthorn church for a specific project.</li> <li>• The bells in Benefield Church are to be blessed on 29 May at 6pm.</li> <li>• Ascension Day. There will be a Deanery services at Warmington and Nassington churches on 2 June at 7.30pm.</li> </ul>	
6.	<p><b>Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• Bob reported that since producing the 2010 accounts, a VAT rebate of £1500 has been received.</li> <li>• The Coffee Morning on 2 April at Crown House raised £550.</li> <li>• These funds are still not sufficient for any substantial spending but fund raising this year should improve the situation</li> <li>• It may be possible to find external funding for a specialist condition report on the wall paintings. Ursula has been in touch with the Society for the Preservation of Ancient Buildings and has names of specialist wall painting conservators. At present there is no information about the possible costs of a condition report. It was proposed by Tricia, seconded by Brigitte, that Ursula ascertains possible costs.</li> </ul>	

		UW
7.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>Charles reported that the next Deanery Synod meeting would be on 4 May and will discuss Minster Ministry. Charles will report on this at the next PCC meeting. Richard and Charles have met previously to discuss taking Minster Ministry forward.</li> </ul>	CW
8.	<p><b>Social Committee:</b></p> <ul style="list-style-type: none"> <li>Following the resignation of Cherrill as Chair, the Social Committee was wound up at its last meeting.</li> <li>Rosemary is organising an Open Gardens event in the village on Sunday 28 August.</li> <li>Re-forming the Social Committee will be discussed at the next PCC meeting.</li> </ul>	
9.	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>The secretary will return to the Diocesan Office forms detailing all the officers of the PCC.</li> <li>Jeremy Firth is the parish safeguarding officer. He will be invited to attend the next PCC meeting.</li> </ul>	PN
10.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>Pastoral Care. Pauline distributed a summary of what is already done and invited comments. It was agreed it is an important part of the church's work. This will be discussed further at the next PCC meeting.</li> <li>Charles will produce a new church information leaflet.</li> <li>Raffle. Pauline explained how this will be run and circulated tickets. These will shortly be sent to all villagers with a covering letter. They will also be sent to supporters of the church who do not live in the village.</li> <li>Christian Aid week. 15 – 23 May. Bob asked for helpers to distribute and collect envelopes. Giles, Pauline, and Tricia offered.</li> </ul>	CW

**Date and place of next meeting: Tuesday, 28 June 2011 at Windy Ridge. 7pm.**

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of the Parochial Church Council Meeting**

**16 November 2010 at Leverton**

**[The PCC meeting on 16th November 2010 was adjourned to 6th January 2011 due to the length of the agenda]**

<b>Present:</b>	
Richard Ormston	Giles Butlin
Pauline Davidson	Rosemary Weatherburn
Ursula Wide	Emma Buckley
Tricia Newton	Sid Charlton
Bob Brewer	Charles Wide
Brigitte Hilton	Archdeacon The Ven. David Painter
Cherrill Sands	

<b>1.</b>	<b>Richard welcomed everyone to the meeting and particularly thanked the Archdeacon for attending.</b> Richard read from the Bible and led prayers.	
<b>2.</b>	<b>Minutes of the Open Parish Meeting of 3 November.</b> These were signed as a true record by Richard.	
<b>3.</b>	<b>The Way Forward regarding the Proposals taking into account all comments made at the Open Meeting of 3 November:</b> <ul style="list-style-type: none"><li>• The PCC had been circulated with all written comments received concerning the proposals.</li><li>• Ursula and Pauline had circulated to the PCC before this meeting a response to all the comments raised at the open meeting, in particular that a letter had been delivered to every villager in May 2007 about the proposals, inviting comments. The proposals have been in the churchwardens' reports at every AVM for the last four years.</li><li>• All of the contributions made by parishioners were carefully considered by the PCC in deciding how to take matters forward.</li><li>• It was noted that since the open meeting the churchwardens had received a</li></ul>	

	<p>number of letters of support for all the proposals.</p> <ul style="list-style-type: none"> <li>• The Archdeacon told the meeting that the DAC and other statutory bodies who have to be consulted have given support for all the proposed changes. The decision is now the PCC's whether to press ahead for a Faculty for all or some of the proposals. If application is made, notice has to be published on the church noticeboard, giving 28 days for any comments or submissions to be made in writing to the diocesan registrar in Peterborough.</li> <li>• Should a Consistory Court hearing be necessary, the Archdeacon said that the responsibility for paying the fees was the decision of the Chancellor, depending on the outcome of the hearing.</li> <li>• Everyone agreed that maintenance of the church building is the priority. The churchwardens have researched outside funding possibilities for the proposals.</li> <li>• The Quinquennial Inspection should have been carried out in 2007 but was not done because work identified in the 2002 Inspection was still being done. Bob reported that the majority of the work identified in the 2002 Inspection is now complete. The PCC has to commission the Inspection. The cost is in the region of £1,000. Richard suggested that funds allocated to help other parishes in the deanery who struggled to pay their Parish Share might be allocated to fund the Inspection. Bob suggested waiting until the end of the church year to commission the Inspection, when funds would be available.</li> </ul>	
4.	<p><b>The Toilet Proposal:</b></p> <ul style="list-style-type: none"> <li>• The open meeting identified a concern about the future inability to ring the three bells with the toilet sited in the base of the tower. It was pointed out that there had been much discussion about this and that, although the ideal was to have the bells rung regularly this is not happening. There are only three bells (invited ringing teams need five) and Pauline has been reliably informed that they need a great deal of money spending on them to enable them to be rung properly. Chiming of the bells will still be able to be done after the installation of the toilet. A carillon will enable all three bells to be chimed regularly, not just a single one as at present.</li> <li>• The Archdeacon said there were no objections to this proposal from the various conservation bodies.</li> <li>• One suggestion had been to place the toilet on the outside wall of the church but this would not be allowed by the DAC or English Heritage because it would change the outline of the building.</li> <li>• The toilet would be soundproofed.</li> <li>• It was agreed unanimously that it was the PCC's wish to proceed with the toilet proposal.</li> </ul>	
5.	<p><b>The Servery Proposal:</b></p> <ul style="list-style-type: none"> <li>• Richard recommends viewing the servery which was installed in Benefield Church.</li> <li>• Discussion took place on the position of the servery. An alternative suggestion had been put forward to place it behind the font. The Archdeacon recommended using the shortest distance to the drains which is the northwest corner, and said there should be space around the font.</li> <li>• The DAC, English Heritage and the architect have recommended taking out three pews in the northwest corner to balance the rear of the church architecturally.</li> <li>• If three pews were removed to enable installation of the servery, then chairs which can be stacked discreetly on a trolley, to be stored in the vestry for use when required, would be purchased.</li> </ul>	

	<ul style="list-style-type: none"> <li>It was agreed unanimously that it was the PCC's wish to install a server in the church. Nine PCC members wished to site it in the northwest corner, one member wished it to be behind the font, and one member abstained due to absence, having left the meeting early.</li> </ul>	
<b>6.</b>	<p><b>Front pews proposal:</b></p> <ul style="list-style-type: none"> <li>A Music in Quiet Places concert could not be held because of lack of space at the front of the nave. This is a general problem when wishing to hold events.</li> <li>Richard is not visible to the congregation when sitting due to people in the front pew.</li> <li>The DAC have recommended removing the first two pews, so that the first pews are behind the pillars.</li> <li>The average Sunday service attendance is 26. The regular congregation can have a view of the altar. This would still be the case without the front two pews, even with an increase in the congregation.</li> </ul>	
<b>7.</b>	<p><b>Request for a "Referendum":</b></p> <ul style="list-style-type: none"> <li>The Archdeacon urged great caution about this proposal and outlined many pitfalls.</li> <li>The Archdeacon said it is still the PCC which must make the decision about the proposals.</li> </ul>	
<b>8.</b>	<p><b>The Chancel Screen Proposal:</b></p> <ul style="list-style-type: none"> <li>It was suggested that this is the proposal that most closely affects the worship in the church. With the screen in place, the priest is separated from the congregation at the most important part of the eucharist. The priest is unable to hear responses from the congregation.</li> <li>Richard summarised the history of screens but said that for most of the Church of England's history it has been the tradition not to have a screen between priest and congregation.</li> <li>The screen can be relatively cheaply removed and re-sited in the organ area with additional panels.</li> <li>If the screen remained in place, at least the second row of front pews would have to be removed both to give more space at the top of the nave for children's plays and performances, and so that there would be room for an altar table to be placed on a dais at the top of the nave. This table would have to be easily moved when required. The DAC have made this suggestion already. The congregation might have to stand to take communion. The chancel would be virtually redundant.</li> <li>If this nave altar was considered seriously, a new Statement of Need would be required.</li> <li>It was decided unanimously that the PCC would meet in church to examine the implications of the installation of a nave altar.</li> </ul>	
<b>10.</b>	<ul style="list-style-type: none"> <li><b>It was decided to reconvene this PCC meeting</b> at a later date to continue the discussion about the various proposals.</li> <li>Sunday 28 November 12 noon in church to examine the proposal of a nave altar.</li> <li>Thursday 6 January 2011 at Church Cottage for the continuation of this PCC</li> </ul>	

	meeting.	
<b>11.</b>	<p><b>Family Services:</b></p> <ul style="list-style-type: none"> <li>• The November Family Service saw a very large congregation for which Bob felt there was a degree of unpreparedness.</li> <li>• Ursula apologised for the lack of heating.</li> <li>• The disability ramp should have been in place. It was decided that the ramp will now remain in place by the door, permanently.</li> <li>• Bob suggested that the members of the PCC should share the responsibility for services with the churchwardens.</li> <li>• More service sheets and Junior Praise hymn books would be ordered.</li> <li>• Richard apologised that he had not explained to Simon Hicks of Benefield the format of our Family Services, so his sermon was not very appropriate.</li> </ul>	
<b>12.</b>	<p><b>Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• Bob reported that Malcolm Moss has agreed to take on the position of Treasurer and that Mike Newton will become the Gift Aid officer. Neither wish to become PCC members.</li> <li>• All in favour of Malcolm Moss becoming Treasurer and Mike Newton becoming Gift Aid officer upon the retirement from these posts of Bob Brewer.</li> <li>• A resolution was passed to open a new bank account at Natwest Bank (a number 2 account) to enable the Gift Aid donations to be dealt with separately. (See next point). All in favour.</li> <li>• An extract from these Minutes noting this decision will be made for the Natwest Bank: A resolution was placed before the PCC by Robert Brewer (Treasurer) that it should open a new current account at the Natwest Bank Oundle, for the purpose of separating Gift Aid income from other income and expenditure. The new account would operate in the same way as the existing account (51-24-22 06604390):-</li> </ul> <ol style="list-style-type: none"> <li>1. Same signatories: Robert Brewer, Patricia Newton, Ursula Wide and Pauline Davidson.</li> <li>2. Same postal address: Rose Cottage, Benefield Road, Glapthorn, Peterborough PE8 5BQ</li> <li>3. Same number of signatories required – x 2</li> <li>4. Same statement arrangements – monthly to above address.</li> </ol> <p>This resolution was carried unanimously. It is to be adopted as soon as is practical. To be signed by the Chairman (Richard) and the Secretary (Tricia) and dated 16 November 2010.</p> <ul style="list-style-type: none"> <li>• All were in favour of paying the increased amount of the Parish Share for 2011. (£845.87 per month, up from £818.25 in 2010).</li> </ul>	

<p><b>13.</b></p>	<p><b>Christmas Services:</b></p> <ul style="list-style-type: none"> <li>• Christingle 5 December 6pm</li> <li>• School Carol Service 17 December 2pm</li> <li>• Carol Service 19 December 5pm followed by supper.</li> <li>• Christmas Day service with Stephen Webster 9.15am</li> <li>• 26 December service – communion by extension 9.15am taken by Charles Wide.</li> <li>• 2 January – “Singing in the New Year” 9.15am.</li> </ul>	
<p><b>14.</b></p>	<p><b>The PCC reconvened in St. Leonard’s at noon on Sunday 28 November:</b></p> <p>Apologies: Sid Charlton</p> <ul style="list-style-type: none"> <li>• The purpose of this meeting was to examine the possibility of installing a nave altar. This would necessitate the removal of the front two pews, so that the first pew would be behind the first pillars. This altar would have to be moveable and stand on a moveable dais.</li> <li>• Richard considered that there would be room for kneelers but there would have to be some sort of rail which could be attached to a kneeler step. This would also have to be easily removable. There would be additional costs involved.</li> <li>• It was pointed out that this proposal would result in the chancel being isolated from the rest of the church and would be largely redundant apart from a few occasions.</li> <li>• If the screen were repositioned, the chancel would be used more and communion would still be held at the main altar.</li> <li>• Funerals would be more dignified, it was suggested, if coffins could be placed</li> </ul>	

	<p>in the chancel. This would only be possible if the book rests in front of the chancel pews were removed, or set back, so coffins could easily be turned round. The screen would have to be repositioned so coffins could be placed in the chancel.</p> <ul style="list-style-type: none"> <li>• Richard reminded the meeting that he cannot see any of the congregation beyond the pillars when he is at the altar, because of the screen.</li> <li>• It was suggested that the front chancel pews could be removed and the book rests placed in front of the rear chancel pews.</li> <li>• Richard recommended the PCC to visit Benefield and Barnwell churches to see the changes made there.</li> <li>• The pews with historic pew ends would replace whole pews further back in the nave.</li> <li>• Richard reported that the Archdeacon can issue a certificate giving permission to remove these front pews for a limit of about 15 months. This would give time to see how this arrangement with a nave altar works and whether successful or otherwise. After this time has elapsed, the PCC could either apply for a faculty or return the pews to their original positions.</li> <li>• The churchwardens wish to make the church as simple to run as possible for the benefit of future PCC's and worshippers.</li> </ul>	
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**This Glapthorn Parochial Church Council meeting was reconvened on**

**Tuesday 15 February 2011 at Leverton**

<b>Present:</b>	
Richard Ormston	Bob Brewer
Cherrill Sands	Rosemary Weatherburn
Pauline Davidson	Giles Butlin
Ursula Wide	Charles Wide
Patricia Newton	Sid Charlton
<b>Apologies:</b>	
Brigitte Hilton	Emma Buckley

<b>1.</b>	<p><b>Richard opened the meeting with prayers.</b></p> <p>He signed as a true record the Minutes of the meeting of 7 September 2010.</p>	
<b>2.</b>	<p><b>Richard summarized the first part of this meeting held on 16 November 2010.</b></p>	
<b>3.</b>	<p><b>Proposed changes:</b></p> <p>Following the PCC interim meeting which was held in St. Leonards on 28 November 2010, the PCC has received a suggestion from Bob Brewer on how the layout for the area at the top of the nave in front of the screen might be rearranged. Bob outlined his suggestion for the installation of a moveable nave altar table with the front two</p>	



pews removed and these pews cut in half and then positioned sideways facing this altar table. Bob suggested these pews could have special fixings to enable them to be moved back to their original positions for a few weeks each year for the sake of those in the congregation who did not like the new layout. If the pews needed to be moved from one position to another, other members of the congregation would need to be asked to help the churchwardens with this task.

After thanking Bob for all his work in putting together this idea and for his detailed diagrams. It was agreed that it was vital that members of the congregation who use the church regularly are consulted fully for their opinions, since a nave altar has, for some, theological and liturgical implications.

It was discussed whether communicants would have to stand to take communion at this nave altar. It was agreed that there would be room for kneelers and some sort of rail.

If communion took place at a nave altar, the chancel would be a virtually redundant part of the building except when reverting to the old layout and perhaps on Ash Wednesday.

If the removed pews were eventually positioned sideways, as in Bob's suggestion, the bier and two heaters would require moving elsewhere.

A resolution was proposed, all in favour, to consult the DAC in the first instance on their views about the installation of a nave altar table, and the repositioning of the two front pews on each side. If the DAC do not object, then the village would be consulted.

The Secretary will write to the DAC.

It was unanimously resolved that the PCC should apply for a faculty for: a toilet in the tower, a kitchen servery in the north west corner of the nave, a carillon, the removal of the three rear pews, and the removal of the front two pews on both sides.

It was agreed this would be communicated to the village.

A Certificate of Approval from the DAC is required before we can apply for a faculty and look for outside funding sources.

The PCC may decide to apply for a faculty to instal a nave altar and/or reposition the chancel screen.

The PCC thanked Philip Hilton for his very considered recent letter in favour of all the proposals.

		PN
4.	<p><b>Matters Arising from the PCC Meeting of 7 September 2010:</b></p> <ul style="list-style-type: none"> <li>• <b>Allotments on church land.</b> Hunt &amp; Coombs, Solicitors, have drawn up a proposed lease for the church land trustees but they await a response from GAGA (Glaphorn Allotment Gardeners Association). They in turn are waiting to hear from the National Allotments Society with a model lease.</li> <li>• <b>Extension of the churchyard.</b> Richard reported there is still room for burials on the north side and elsewhere. Richard has not had any further discussions with Church Farm.</li> </ul>	
5.	<p><b>Minster Ministry:</b></p> <p>Richard reported that he will be having a meeting with the Lay Reader (Charles) in the near future to discuss the way forward.</p>	CW
6.	<p><b>Services:</b></p> <ul style="list-style-type: none"> <li>• 9 March – Ash Wednesday. 10am. John Beaumont.</li> <li>• 13 March – John Beaumont’s last second Sunday communion as he is retiring. The churchwardens are organising a presentation.</li> </ul> <p>The PCC thank John for his 14 years of taking services in Glaphorn. The Secretary will write a letter of thanks to John after his last service.</p> <p>Richard will be asking Rev. Michael Bunker to consider taking our second Sunday communion services.</p> <ul style="list-style-type: none"> <li>• 3 April – Mothering Sunday Family Service. Pauline and Rosemary will organise the flower posies.</li> <li>• 17 April – Palm Sunday Holy Communion with Richard.</li> <li>• 22 April – Good Friday Reflections and Evensong 6pm. Taken by Charles.</li> <li>• 24 April – Easter Sunday Holy Communion. 9.15am with Richard.</li> </ul>	<p>PD/UW</p> <p>PN</p> <p>PD/RW</p> <p>CW</p>
7.	<p><b>Treasurer’s Report (continued):</b></p> <ul style="list-style-type: none"> <li>• Bob informed the meeting that the Quinquennial Inspection will take all available funds from the Fabric Account.</li> <li>• <b>Update on building work.</b> The current works were completed before Christmas. The committee thanked Graham Ball for his excellent work. All outstanding bills have been settled. Bob will inform the DAC that these works have been completed. The Fabric Account now shows a</li> </ul>	

	<p>small deficit but once the VAT rebate of £1464.53 has been received, the account will be in credit. It was agreed to start the process for a Quinquennial Inspection. Fund raising in 2011 will be required to fund further building works. Open Gardens on 28 August - Bank Holiday Sunday – was suggested. Good publicity essential and Rosemary will write a letter to go out with the next village newsletter.</p> <ul style="list-style-type: none"> <li>• <b>Annual Accounts.</b> Ursula proposed, Pauline seconded, that Rex Porritt again be asked to audit the accounts. All in favour. There were no questions on the accounts. Adoption was proposed by Giles, seconded by Pauline. All in favour. Cherrill signed the Accounts as Chairman of the PCC.</li> </ul>	<p>BB</p> <p>RW</p> <p>BB</p>
<p>8.</p>	<p><b>Deanery Synod:</b></p> <p>Due to illness, Charles did not attend but Ursula represented him. Discussion was on how to grow our churches. Peterborough diocese numbers are down whereas other dioceses are growing. The bishop talked about how growth meant change. There are forthcoming meetings over the issue of women bishops.</p>	
<p>9.</p>	<p><b>Fundraising:</b></p> <ul style="list-style-type: none"> <li>• Bluebell teas Monday 2 May.</li> <li>• Open Gardens Sunday 28 August.</li> <li>• The proposed Friends of Glapthorn Church was discussed but no decision made.</li> </ul>	
<p>10.</p>	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• <b>Risk Assessment.</b> The churchwardens will be carrying out this review.</li> <li>• <b>PA System.</b> Three quotes received from Rocky Road Music: £2,864, £1,913 or £1,361 depending on quality of equipment. To be kept on file until funds available. Family Service microphones are provided by Glapthorn School. A faculty would not be required as the equipment would not be permanently fixed.</li> <li>• <b>Hearing Loop.</b> The churchwardens have been advised that this is not possible due to the radiant heaters above the nave.</li> </ul>	<p>PD/UW</p>

	<ul style="list-style-type: none"> <li>• <b>Gravestones.</b> Only a few remain to be straightened.</li> <li>• <b>The Constable book in glass case.</b> Agreed this should be sent to the county record office.</li> <li>• <b>Junior Praise hymn books.</b> More have been purchased.</li> <li>• <b>Electoral Roll.</b> The Secretary will produce a notice for the church gate noticeboard providing information on the Electoral Roll.</li> <li>• <b>Duties of Sidesmen.</b> Pauline will ask Dorothy Coleman to add this to her sidesmen rota. The churchwardens have discussed the drawing up of a rota, asking one member of the PCC to help them before and after each church service.</li> <li>• <b>Readers.</b> Pauline will produce a laminated sheet with the correct words for placing on the lectern.</li> <li>• <b>New Treasurer and Gift Aid Officer.</b> Neither Malcolm Moss (Treasurer) nor Mike Newton (Gift Aid Officer) wish to become members of the PCC. Bob asked Richard if there were any problems with the Treasurer signing off Returns etc if not a PCC member. Richard confirmed that the Treasurer does not have to be a member of the PCC, but it is desirable.</li> </ul>	<p style="text-align: center;">PN</p> <p style="text-align: center;">PD</p>
<p><b>11.</b></p>	<p><b>Resignation:</b></p> <p>Cherrill Sands gave notice that she would resign as Chairman and as a member of this PCC, and Chairman of the Social Committee as from the AVM in April.</p> <p>Richard thanked Cherrill for all her work on behalf of the PCC for over 30 years during her time both as a member and as Chairman.</p>	
<p><b>12.</b></p>	<p><b>Date of next meeting: AVM Tuesday 26 April, 7pm in church, followed by PCC meeting.</b></p> <p>Richard closed the meeting with prayer.</p>	

## **GLAPTHORN**

### **Minutes of an Open Parish Meeting in Church**

**Wednesday 3 November 2010**

**Present:** Rev. Canon Richard Ormston, Archdeacon Ven. David Painter, 10 PCC members, 43 Glapthorn residents and 6 non-residents, including a reporter from the Peterborough Evening Telegraph.

**Apologies:** Giles Butlin, Mr and Mrs G. Gent, Mr and Mrs G. Delaney, Mr and Mrs J. Melhuish.

- Richard welcomed everyone and opened the meeting with prayer. He introduced the Archdeacon, Ven. David Painter who was attending to listen to the concerns raised, to advise on particular points and to summarise at the end of the meeting. The Archdeacon will be attending the next PCC meeting when all points raised will be discussed.
- Richard emphasised that his position was not just Vicar of Glapthorn, but he also had a very important pastoral role.
- He reminded everyone that over the past few years the PCC had commissioned repairs to the church roof, tower and upper levels of the building but that there is always more needed to be done. The church requires a regular income to pay for this maintenance which is high priority.
- The PCC pays 100% of its Parish Share to the diocese.
- The proposed four separate alterations to the church will have to be funded from external sources. The PCC is totally committed to maintaining the building.
- Richard apologised for the delay in holding this meeting, due to his sabbatical over the summer months. All proposed alterations are still at the consultation stage and the process has not been deliberately delayed.
- Richard explained that the vote at this meeting that had been previously requested could not take place as this would exclude more than it would include and many people would prefer to make their views known in private.
- The Archdeacon will find out whether it is possible, under church regulations, to take a secret ballot giving every home in the parish an opportunity to make their views known.
- Richard then summarised his letter to the village where he outlined the four proposals and the reasons why the PCC are considering them.

#### **Questions from the floor:**

- **Graham Ball** – Asked why there has not been a Quinquennial Review since 2002 even though they should take place every five years. The Review would have listed essential works. He asked that a request for this Review be put in immediately.

Richard replied – He had only become aware yesterday that the Review was overdue. The request will be made after the next PCC meeting. Richard reiterated that maintenance of the building will always have first call on church funds and that the Review may well find more work. English Heritage have

said that the wall paintings are of interest but not essential and it would cost around £200,000 to restore them.

- **Graham Sands** – Thanked the Archdeacon for attending the meeting. He asked about the architect's fees for the plans already drawn up and for the plans for future work.

Pauline Davidson replied to this – Architect's plans are required at the initial stage when seeking advice from the DAC. They are also required for the Faculty application, if this takes place. The fees are a percentage of total costs, which is estimated at between £50,000 and £60,000.

- **Jeff Knowles** – With regard to the proposed removal of the chancel screen, he complained that the doctored photograph on the display board, showing the chancel with the screen removed, gives an untrue picture of what it would be like and he asked for this photograph to be removed. Regarding the removal of the front pews, of the remaining 150 seats in total, he stated that only 31 seats would have a view of the altar. 80% of the congregation would be unable to see the altar because of the pillars.

He stated that the PCC should be responsible for installing a hearing loop in the nave and eventually a full PA system. He went on to describe in detail the measurements of the doorway in the screen at present and after its removal, giving an improvement of 20 inches in width. To open up the chancel he considers that the chancel furniture would have to be removed and he requested that this is not done.

- **Heather Ball** – She has carried out what she referred to as a random survey of villagers. 68 villagers were interviewed for their views on the proposed changes. She stated that 100% considered that funds should only be used for church building maintenance. She does not understand how the proposed alterations would make the congregation grow. She considered that funds should have been spent on a Quinquennial Review three years ago, when due.
- **Nadine Edwards** – She, for one, was not asked to take part in this survey and she objected to the methods used for this survey saying it was not representative of the village.

Richard replied to Heather Ball – He again emphasised that the PCC will make no changes without consultation. Village-raised funds are primarily to be used for maintenance. The fee for a Quinquennial Review will be no more than £1,000. The PCC are taking note of views from the village and are trying to be as open as possible.

- **Anne Williams (nee Ives)** – Born in Glapthorn. Does not agree with any reasons for changes and requested nothing at all be done. Considers the changes would result in the church becoming a "community centre". The village hall provides for this activity.
- **Monica Crosby** – After thanking the PCC for all their hard work, she expressed sadness about a toilet being installed in the bell tower as this would mean that the bells could no

longer be rung. She thought that in the future there could be people who would be interested in ringing, despite only being three bells. She considers that more people prefer pews to chairs. Regarding outside funding for the four projects, she wonders if it would be possible to obtain this in the current economic climate for what she considers non-essential work.

- **Wendy Knowles** – Speaking on behalf of the Village Hall Management Committee. The Village Hall would be happy for churchgoers to use the hall toilets when services take place and she particularly mentioned Glapthorn School pupils using the village hall facilities when they use the church. She had asked the Archdeacon at a previous meeting what made a successful church and he had replied that the church was the soul of the village people in their daily lives. She considers that the PCC is mainly made up of newcomers to the village and that they have been secretive and not published PCC Minutes. She has been frustrated that a meeting has not been held before today.

Richard replied that he is working hard to restore a degree of healing in the village.

Ursula replied that the Minutes of PCC meetings have been published since June 2008, on the church noticeboard and on the website. The church is open all day, every day, for people to read these Minutes. Most parishes do not publish their PCC Minutes at all. Richard said that in time more parishes will be publishing Minutes on their church website.

- **Heather Ball** – The Minutes for the last few PCC meetings have only just been added to the website. Charles apologised for the oversight. She mentioned that the AVM Minutes have never been published – Tricia (Secretary) replied as a point of order that AVM Minutes cannot be approved until the AVM following so these Minutes will not be published until after the 2011 AVM.
- **John Coleman** – Most people who now live in Glapthorn are “newcomers” whether for 30 years or 1 year. He considers that the toilet facility is most necessary and that the PCC has a duty to provide one. He considers that the toilet facility cannot be separated from the other three proposals. He is supportive of the efforts of the PCC and their proposals for the toilet, the kitchen, removing of pews and removing the screen. He asked for a sense of proportion and said the PCC should be allowed to go ahead with the proposals.

Richard thanked John for his views.

- **Gill Johnston** – A resident of Glapthorn for 35 years. She pointed out that she had not been included in the “random survey”. She is very sad about the division as Glapthorn is such a special village. She said in her view the PCC work extremely hard to do what is best for the church. She asked if a private, secret ballot could be possible.

Richard replied that regarding the ballot, he will be liaising with the Archdeacon.

- **Alan Leach** – He expressed himself very discontented. Glapthorn was not the village it was. He criticised Richard who, as head of the church in Glapthorn, should be doing more.

- **Graham Sands** – Not speaking either for or against the proposals. His plea is for the village to return to the “happy Glapthorn” he has known for 30 years. He asked for common ground between the two groups.
- **Graham Ball** – Can trace his ancestry in the village back to the 1840’s.
- **Chris Nowlan** – A resident of Glapthorn for 36 years. She asked for compromise and is concerned about the amount of fees payable to the architect. Encouraged everyone to talk together.
- **Sally Nowlan** – Asked about possible disturbance of graves when pipes are laid for the toilet and kitchen.

Richard will find out but it is thought to be about six graves.

- **Chris Crosby** – Concerned about the pillar that would be in the centre of the front pew if the existing front pews were removed. Would be difficult for families at weddings and funerals.
- **Anne Williams (Ives)** – Has felt unwelcome when attending services in church. She says she was ignored.

Richard apologised.

- **Sid Charlton** – Chose to attend Glapthorn church although lives in Oundle. Member of PCC. All his family attend the church. He finds everyone very friendly. He said the PCC want these changes to improve the experiences of everyone who attends the church. In addition to a place of worship, he considers the church should also be an “alternative village hall” for the community.
- **Robert Bucknell** – He acknowledges he is a “newcomer” but he has attended many surrounding village churches. All have their own character but he considers Glapthorn church to be special and that the people who attend the church are very important.
- **Mark Ratchford** – Head of Glapthorn School. The school has great support from the PCC for which he is very grateful. He considers the church is the heart and soul of the community. He has found the village and the church to be very friendly and welcoming and the community are keen to help the school. The Family Service in church is very much part



of school life. A toilet in church would be a huge advantage for the pupils. He considers the church reaches out to families and he is proud that the school is part of the church community.

- **Philip Hilton** – A resident of Glapthorn for 20 years. He considers Glapthorn church represents what is best about the Church of England. It is part of the community and available for everyone. The church should meet the needs of those people who use it. The history of the building shows continuous change. He has no view on removing the screen, particularly as it is only 100 years old. People should recognise its architectural merits but make it a building suitable for the people who use it now. He asked for sensitivity in how the changes are made.

#### **Richard summarised:**

- The PCC will have a meeting when the Archdeacon will be present, later in November.
- Richard asked for peace and healing among villagers.

#### **The Archdeacon:**

- Grateful for the opportunity to be at the meeting. He is aware of the tensions and the strong differences in opinions. He mentioned that he had already had a meeting with some residents who are opposed to the proposed changes.
- He wishes to hear more views from villagers in favour of the proposals.
- The church building represents stability and security.
- The process:
  1. The PCC have the final decision.
  2. The PCC petition the diocese for a Faculty (planning permission) for all or some of the proposed work. The church is exempt from local authority planning rules apart from any external work. The Church of England is very stringent in assessing faculty applications.
  3. Statutory bodies are consulted, e.g. English Heritage, Church Building Council, Society for Protection of Ancient Buildings. They have a statutory right to be consulted.
  4. Proposals would be published on the church noticeboard. Anyone can send their opinion within 28 days.
  5. The Chancellor (a judge in London) will be the final arbiter. If necessary after receiving local representations, the Chancellor could convene a Consistory Court. This is a court of law and the Chancellor's decision would be final. Fees for this court could be from several hundred pounds up to £2,000. In addition there would be the Chancellor's costs. If it came to a Consistory Court, no one wins and there would be a legacy of unhappiness and conflict for many years. The Archdeacon urges Glapthorn village to try to avoid a Consistory Court. A general consensus is needed on what is the right thing to do, however long this takes.
  6. The Archdeacon undertook to come to Glapthorn to help in the decision process as many times as the PCC wish.

The Archdeacon asked that those villagers with objections to the proposals listen to those people who worship regularly in the church. It is important that their views are taken into account as they have the insight and experience.

No one knows who owns churches like St. Leonard's. The PCC are custodians for future generations and it is the PCC's responsibility to provide a place of worship. The PCC and the regular congregation should always be aware of the depth of feeling in the village about the proposals.

The Archdeacon said he had heard harsh things about newcomers to the village and a considerable rancour. A village with no newcomers is a dying village. Fresh ideas are always needed. Encouraging new people into the church will always mean change.

The Archdeacon warned people not to use the proposals as a reason to say that the village is "unhappy".

The Archdeacon ended by saying he will return whenever asked and gave a blessing to everyone present

## ST. LEONARD'S CHURCH GLAPTHORN

### Draft Minutes of Parochial Church Council Meeting

7<sup>th</sup> September 2010, at Church Cottage

<b>Present:</b>	
Giles Butlin	Bob Brewer
Pauline Davidson	Emma Buckley
Ursula Wide	Patricia Newton
Brigitte Hilton	Charles Wide
Sid Charlton	Rosemary Weatherburn
Richard Ormston (Chair)	Apologies: Cherrill Sands

<b>1.</b>	<p><b>The meeting opened with a reading and prayers, led by Richard.</b></p> <p><b>Minutes of PCC meeting dated 28<sup>th</sup> April and the Extra PCC meetings dated 13 and 23 May 2010:</b> Approved and signed as agreed by Richard.</p>	
<b>2.</b>	<p><b>Matters Arising</b></p> <p><b>Church reordering:</b></p> <ul style="list-style-type: none"> <li>• The DAC secretary's letter to Pauline dated 18 June was discussed. The letter summarised the views of all parties consulted, and confirmed the DAC's support for all the proposed changes. It stated: "<i>the detailed work already carried out by the PCC has resulted in a set of proposals which are well thought out, well argued in terms of the Statement of Need and</i> </li> </ul>	

	<p><i>which clearly take account of the historical significance of the building and its contents.”</i></p> <ul style="list-style-type: none"> <li>Richard confirmed that the next stage is to hold a public meeting in order to consult with parishioners. The meeting will give everyone the opportunity to ask questions and air their views. There will not be a vote at the meeting. The Archdeacon, Paul Middleton (DAC Secretary) and the DDA Advisor will also be invited to the meeting. Proposed dates for the meeting: 19 or 21 October/3 or 4 November. Richard to take forward.</li> <li>Full information about the proposed changes will be displayed in the church before the meeting. Tricia, Emma, Rosemary and Brigitte offered to help Ursula and Pauline prepare the display.</li> <li>Following the meeting, the PCC will meet (on 16 November at Leverton) to consider everyone’s views, and decide what to take forward to faculty application.</li> </ul> <p><b>Allotments on church land:</b></p> <ul style="list-style-type: none"> <li>Ursula reported on progress. The ENDC has confirmed that as the land was formerly used for allotments, no ‘change of use’ planning permission is required. They have advised that the trees at the front of the land should remain. Ursula has taken informal legal advice and has written to Tim Hunt, detailing how matters can be taken forward.</li> </ul> <p>A 5 year lease is suggested. The lease needs to be drawn up by a solicitor. Proposed that costs of drawing up the lease are split between GAGA and the church (subject to negotiation with GAGA). Proposed by Charles, seconded by Bob.</p>	<p>RO</p> <p>UW/PD</p>
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<p>3.</p>	<p><b>Vicar’s report</b></p> <ul style="list-style-type: none"> <li>Richard thanked everyone for letting him go away for 3 months. His paper about the future shape of rural Ministry in the Oundle Deanery was discussed (all PCC members had been sent a copy). Copies can be obtained from the Parish office. There is an open Deanery Synod Meeting on 30 September at 7.30 at Fotheringhay church, when it will be discussed. All are invited to the meeting. The paper will be an agenda item at the next PCC meeting.</li> </ul> <p><b>Stephen Webster</b></p> <ul style="list-style-type: none"> <li>Stephen will be formally licensed as Associate Vicar by Bishop Donald at the 10<sup>th</sup> October morning service (10.30) in Oundle. Everyone is invited.</li> </ul>	
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	<p><b>Services</b></p> <ul style="list-style-type: none"> <li>• Harvest Festival: 10<sup>th</sup> October, 6.00 pm followed by bring and share supper.</li> <li>• Remembrance Sunday: 14<sup>th</sup> November. Ursula will organise a bugler. Ian will read the roll of honour. Pauline will ask Graham Sands to toll the bell.</li> <li>• Carol service: 19<sup>th</sup> December, 5.00 pm, followed by hot supper in the village hall.</li> </ul>	
<p><b>4.</b></p>	<p><b>Treasurer's Report</b></p> <p><b>Repairs to the church:</b></p> <ul style="list-style-type: none"> <li>• Bob outlined the repair work which still needs to be done: <ol style="list-style-type: none"> <li>1. Repoint north and south clerestory walls</li> <li>2. Repoint north aisle wall</li> <li>3. Patch and weld cracks at eaves level in 22 rolled ends at north aisle lead roof.</li> <li>4. Patch and weld cracks on nave roof at intersection with tower.</li> <li>5. Repair and improve rainwater drainage system on north side of the church.</li> </ol> </li> <li>• Agreed that Bob will ask Graham Ball to complete items 1, 3 and 4. To be done before 31 March 2011 so that VAT can be reclaimed. The north aisle repointing cannot be undertaken because of lack of funds.</li> <li>• Bob and Ian will have another site meeting with Graham to take things forward.</li> <li>• The committee thanked everyone who worked on the recently completed repairs: Graham Ball, Philip McCrone, Tim Hunt, Ian Davidson. The churchwardens will write to them, expressing their thanks.</li> </ul> <p><b>Income from fundraising:</b></p> <p>Wildlife teas: £292</p> <p>Barn Dance: £1410</p> <p>Wedding flowers and teas: £355</p> <p>Sunday teas: £400</p> <p>The committee expressed thanks to everyone who organised and supported the fundraising events.</p> <p><b>Balances:</b></p> <p>Current a/c: 8004.08</p> <p>Deposit a/c: 1466.38</p>	<p>BB</p> <p>BB</p> <p>UW/PD</p>

	<p>Fabric a/c: 203.94</p> <p>Churchyard a/c: 3024.73</p> <p>Organ a/c: 978.18</p> <p>Floodlighting a/c: 395.18</p> <p><b>New Treasurer:</b></p> <ul style="list-style-type: none"> <li>• The churchwardens reported that they had talked to Bob about the treasurer's role and its handover. The September newsletter mentions that Bob is giving up the post at Christmas, and asks for help.</li> <li>• Agreed that Pauline and Ursula will meet Richard to discuss the treasurer's role (date tba). To be discussed at next PCC meeting.</li> </ul>	
5.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• Charles reported that he had attended the meeting at Thurning Village hall. The Diocese Social Responsibility Advisor presented information to the meeting.</li> </ul>	UW/PD
6.	<p><b>Social committee report</b></p> <p>Cherrill had prepared a report which Pauline read out:</p> <ul style="list-style-type: none"> <li>• Thanks were given to everyone who had organised and supported the summer fundraising events.</li> <li>• Friends of Glapthorn Church (FOGC): Coffee morning on 16 October at 10.30 am in the village hall to discuss the formation of this new group, which will be chaired by Cherrill. Everyone in the village will be invited. Further information will be circulated when Cherrill returns</li> </ul>	CS

	<p>from holiday.</p> <p><b>Future fundraising events:</b></p> <ul style="list-style-type: none"> <li>• 5<sup>th</sup> Nov: Bonfire at Crown House</li> <li>• 20 Nov: Coffee morning at Leverton</li> <li>• 19<sup>th</sup> Dec: Supper after the carol service</li> </ul>	
7.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• <b>Reservation of grave space:</b> agreed that Richard will process a faculty application for the reservation of a grave space for Anthony Goodley, who wishes to be buried next to his brother, Peter Roy Goodley.</li> <li>• <b>Social committee pastoral role:</b> Rosemary pointed out that the social committee's pastoral work needs to continue, even if the committee is disbanded and the FOGC takes over. To be discussed at the next PCC meeting.</li> <li>• <b>Churchyard plan.</b> The committee thanked Ian for updating the plan. A list of names of those buried in the churchyard, with grid references, will be kept in the church. Suggested that information should also be posted on our website.</li> <li>• <b>Extension to churchyard:</b> Richard will have a word with Jonathan Reading about the possibility of extending the churchyard into his field.</li> <li>• <b>Parish records on line:</b> John Palmer contacted the Diocese to ask if the Glapthorn parish registers (1538-1900) can be put on line. Everyone in agreement, dependent on DAC approval.</li> <li>• <b>Choir stalls:</b> Richard commented that the extra space created by the temporary removal of the pew book rests in the chancel has created much needed extra space. This will be discussed at the next meeting.</li> <li>• <b>Sponsored cycle ride 11 Sept.</b> Ursula is organising this. There is a notice on the church noticeboard.</li> <li>• <b>School news:</b> Rosemary reported that there are now 64 pupils (maximum capacity is 75). Jane Dalley has taken over as chair from Geoff Delaney. The committee expressed their thanks to Geoff for all his hard work.</li> <li>• <b>Alpha course:</b> Richard gave information about this. It will be publicised in Glapthorn.</li> <li>• <b>Electoral roll:</b> Ursula and Pauline are in the process of updating this, as some regular churchgoers are not on the roll. Agreed that it should be an item on the AGM agenda.</li> </ul>	<p>RO</p> <p>CW</p> <p>RO</p> <p>UW</p>

<b>8.</b>	<b>Richard closed the meeting with prayers.</b>	
	<b>Date and place of next meeting:</b> 16 <sup>th</sup> November at 7.00 pm at Leverton.	

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of the Parochial Church Council Meeting**

**Sunday 23 May 2010 at St. Peter's Church, Oundle**

<b>Present:</b>	Sid Charlton
Richard Ormston	Giles Butlin
Ursula Wide	Emma Buckley
Cherrill Sands	Rosemary Weatherburn
Tricia Newton	Charles Wide

<b>Apologies:</b>	
Pauline Davidson	Brigitte Hilton
Bob Brewer	

### **Proposed Works:**

- Ursula has ascertained that the DAC has now heard back from all the consultees and will be meeting shortly to discuss the draft proposals before them.
- If the DAC's advice is positive, draft proposals will be drawn up by the PCC to be discussed at an open meeting in the autumn.
- In view of Richard's forthcoming three month sabbatical a village meeting cannot be held before the autumn. The PCC wish that every parishioner feels that they are involved in the consultation process. Views can be expressed at the meeting and/or in writing.
- When the churchwardens receive the advice of the DAC, they will reply that Richard is on sabbatical until September and that an open village meeting will be arranged for later that month. Formulation of concrete proposals will follow the open meeting and receipt of written comments.
- Richard will prepare a letter to be delivered to every household in Glapthorn in the near future with the information:
  1. We are still awaiting the DAC advice.
  2. Richard will be away for three months.
  3. An open meeting for all parishioners will be held in the early autumn.
  4. Draft proposals will be explained at this meeting.
  5. Precise proposals will be formulated after this public meeting and the receipt of written comments and will form the basis of a faculty application, after which there will be a further opportunity for comment.
- Richard proposed this action, Charles seconded. All agreed.

### **Future of Evening Prayer:**

- Charles had a bumper congregation last Sunday so he does wish to continue providing this service. It will soon be the fifth anniversary.
- Charles had suggested to Richard that a service of Evening Prayer could be held at St. Peter's for all the benefice congregations. However St. Peter's PCC have said they would prefer a non-liturgical service and it would not be required every week.

Charles will discuss this further with Richard.

### **Any Other Business:**

- **Church Land Trust:**

The trustees have been approached by Tim Hunt who would like to set up allotments on the land and form an allotments association. Cherrill said Graham would be happy not to continue with the Christmas trees. Public funds are available to help allotments associations prepare land for new allotments, apparently.

Ursula has heard from Mark Ratchford, head of Glapthorn School, that the school would very much like to have an allotment for themselves on the land.



Advice will be sought from East Northants Council concerning parking etc. Allotment holders would be advised they should walk to the site.

Solicitors would be required to draw up a Lease and a request was made that the PCC pay the legal fees for this as the church fabric would be the beneficiary of allotment rents.

The parish council and villagers would be informed of this proposal.

The Trustees will prepare a letter of information about this proposal which is intended to be circulated to the village. Ursula and Pauline will draft this letter.

Richard closed the meeting with prayer.

## **ST. LEONARD'S CHURCH GLAPTHORN**

### **Minutes of Extra Parochial Church Council Meeting**

**13 May 2010 adjourned from 28 April 2010**

<b>Present:</b>	<b>Apologies:</b>
Richard Ormston	Bob Brewer
Pauline Davidson	Cherrill Sands
Ursula Wide	Charles Wide
Tricia Newton	Emma Buckley
Brigitte Hilton	Sid Charlton
Rosemary Weatherburn	
Giles Butlin	

- There was discussion concerning the future of the proposals presently with the DAC an also about the vote requested at the AVM.
- Disappointment was expressed that despite a number of opportunities taken by the Vicar and Churchwardens to inform the parish, there was still, in some quarters, a lack of understanding about what is proposed, why it is proposed, and what is the process.
- Richard outlined his wish to write an open letter to Glapthorn parishioners, explaining the aspirations that we presently have, which will take account of the requirements of the Disability Discrimination Act and be inclusive for all.
- In particular this will mention installing a toilet, kitchen unit, redecorating, providing large print books and a portable amplification system.
- There was discussion about the possibility of moving the front pews to give more space at the top of the nave, especially when the children are contributing.

- Richard also considered this was a convenient opportunity to inform the parish of progress made to find uses for the land in the Church Land Trust.
- Richard will write this open letter before he goes on sabbatical on 1 June. He also outlined the timetable for the process:
  1. Wait to hear from the DAC.
  2. Plans will be open to view in the church by the end of September and parishioners will get detailed information.
  3. The public open meeting will be held in October.
  4. Parishioners will be invited to give their views at and after this open meeting.
  5. Following the public meeting the PCC will meet to discuss all the opinions and options which have been expressed.
  6. A sub-committee will need to be formed to take forward the Faculty application.
- Richard made it clear that a vote would be inappropriate as it would exclude those not able to attend.
- It was pointed out to the meeting that the Bishop has specifically mentioned the importance of congregation growth in his enthronement address and that we had to accept the changes necessary to achieve that.

**Date of next PCC meetings: Sunday 23 May, 12 noon in St. Peter's, Oundle Tuesday 7 September 2010, 7pm at Church Cottage.**

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

**following the AVM 28<sup>th</sup> April 2010**

<b>Present:</b>	
Cherrill Sands	Bob Brewer
Pauline Davidson	Emma Buckley
Ursula Wide	Patricia Newton
Brigitte Hilton	Charles Wide
Sid Charlton	Rosemary Weatherburn

<b>Apologies:</b>	Giles Butlin
	Richard Ormston

<b>1.</b>	<b>Minutes of PCC meeting dated 7th January and the Extra PCC meeting</b>	
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	<b>dated 23<sup>rd</sup> February 2010:</b> Approved and signed as agreed by Cherrill.	
<b>2.</b>	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Sound System – Charles demonstrated a Peavey Escort 3000 that he owns. A radio microphone is included, to be worn on the lapel After services it would have to be packed away and locked in the tower. If a similar system was purchased, the cost would be a great deal less than the cost of a Hearing Loop.</li> </ul> <p>Rosemary will obtain details of the cost and operation of the sound system owned by U3A. She will borrow this so the two systems can be compared.</p> <ul style="list-style-type: none"> <li>• Building Works – Concerns were raised about the security, particularly for the lead roof, once the scaffolding is in place. Pauline has discussed the matter with Jeff Knowles. No alarm is in place and Pauline asked the meeting to try to research a “trembler” system which could be installed on the scaffolding. Brigitte offered to do this.</li> </ul>	RW  BH
<b>3.</b>	<p><b>Services:</b></p> <ul style="list-style-type: none"> <li>• Charles will be discussing with Richard whether to stop the weekly Evening Prayer services, due to small congregations. He would like to explore the possibility of taking this service at St. Peter’s instead.</li> </ul>	CW
<b>4.</b>	<p><b>Treasurer’s Report:</b></p> <ul style="list-style-type: none"> <li>• See Annual Accounts for balances.</li> <li>• Bob reported that an anonymous donation of £1,000 has been received for the fabric fund for which the PCC is very grateful.</li> <li>• Following a discussion with Graham Ball, Bob reported that Graham has found that the drains under the north wall are in bad shape. The north wall needs repointing but new brickwork and pipes will be required for the drains first.</li> <li>• Graham has also found hidden features in the stone work. (Raised roof over choir to accommodate ceiling, 3 piglets and sow, slit windows in the tower and previous scaffold holds). Ursula suggested that Gill Johnstone be asked to take photographs of these.</li> <li>• Graham is doing a very thorough job of the repointing.</li> <li>• Graham Ball advised that high cement content on lower parts of the inside walls was necessary to resist dampness. The high lime content render beforehand did not wear well.</li> <li>• Bob asked if Ursula could ask Mick Clarke to install a proper lock on the</li> </ul>	

	<p>churchyard shed.</p> <ul style="list-style-type: none"> <li>• Bob asked for volunteers to help with Christian Aid envelopes. Emma and Brigitte volunteered.</li> <li>• Ian Davidson is having regular meetings with Graham Ball to see progress and Tim Hunt is helping with Health and Safety aspects.</li> </ul>	<p>UW</p> <p>UW</p> <p>EM/BH</p>
5.	<p><b>Deanery Synod:</b></p> <ul style="list-style-type: none"> <li>• Charles will give a report at the next PCC meeting.</li> </ul>	<p>CW</p>
6.	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>• Notice about Back to Church Sunday on 26<sup>th</sup> September. It was decided not to apply for an information pack.</li> </ul>	
7.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• As announced at the AVM, Bob will be retiring as Treasurer on 31<sup>st</sup> December 2010. To be discussed at the next PCC meeting.</li> <li>• The shed roof has been repaired by Mick Clarke. If the grass mowing were put in a different place, there would be room for a few more graves by the shed. (There is not much grave space left). Ursula will contact East Northants Council about the possibility of joining the Green Waste Club so that grass mowings can be collected.</li> <li>• It was decided that a PCC meeting should be arranged before Richard's absence on his sabbatical, to discuss points raised by villagers during the AVM. Pauline and Ursula would liaise with Richard for a date later in May.</li> </ul>	<p>UW</p>

		PD/UW
8.	Charles ended the meeting with prayer.	

**Date and place of next meeting: Thursday 13 May, 2pm at The Dairy.**

**ST. LEONARD'S CHURCH, GLAPTHORN**

**MINUTES OF AN EXTRA PCC MEETING HELD ON**

**23 FEBRUARY 2010**

**at Hope Cottage.**

**Present:** Ursula Wide, Pauline Davidson, Bob Brewer, Tricia Newton, Charles Wide, Rosemary Weatherburn, Brigitte Hilton, Sid Charlton.

**Apologies:** Richard Ormston, Giles Butlin, Cherrill Sands, Emma Buckley.

Rosemary was thanked for agreeing to host the meeting at short notice.

**Presentation and Adoption of 2009 Accounts:**

Bob explained the Accounts to the meeting, saying that 2009 was an exceptional year for income. There had been a second Gift Aid rebate received amounting to £3,072 and the Summer Celebration profits were £3,560. There was also a bequest of £825. As two insurance premiums were paid the previous year, there was no insurance premium to find in 2009, a saving of £1,500 approx in 2009. A payment for solicitors and Land Registry fees created an exceptional expenditure of £1,111.

There has been a net gain of approximately £8,000 over and above a normal year.

The Accounts will be presented as they are at present at the AVM in April.

All were in favour of Adoption of the Accounts.

Ursula thanked Bob for all his work in preparing the Accounts.

Rosemary asked Bob how many more headstones still remain to be straightened. Bob did not think there were many so there would not be much expenditure on this in 2010.

Ursula proposed that the Sunday Club attendees are included in Sunday service attendance figures. All agreed.

#### **Appointment of Independent Examiner:**

Rex Porritt could not be contacted prior to the meeting but all were in favour of asking him to continue.

#### **Barn Dance 3 July 2010:**

Monica Crosby has offered to run a Barn Dance in one of Provost Lodge's barns to raise money for the church. It was agreed by all that a sum of £150 would be transferred into the Summer Celebration bank account to provide funds for initial costs.

#### **Other Items of Major Expenditure for 2010:**

1. Stone cross above church porch – to allow £1,300 of which £1,000 is a bequest.
2. Public address system will cost approximately £700 – to be reviewed.
3. Architects' fees for kitchen and toilet facility – if successful with a faculty this will be £1,850 plus VAT. £750 has already been paid. There will be a further account to pay on completion of the work.
4. Churchyard maintenance – there is no regular commitment for straightening headstones. Ursula suggested this could be put on hold until we were sure we could cover the cost of church repairs.

#### **Events to Provide Income in 2010:**

1. French Evening on 20 March (£500)
2. Barn Dance on 3 July (£1,500)
3. Cheese and Wine Evening later in the year (£500)
4. A Christmas Event.

#### **Consideration of the Options on Church Renovations:**

The most competitive estimate received was that from B & C Builders. It contained two options. Option 1 is affordable provided other expenditure is kept to a minimum and fund raising events and activities continue. We have £28,506 in the Fabric Account and this needs to be increased to £31,771. It should be achievable, particularly if the next Gift Aid Rebate is credited to the Fabric Account. Normal day to day expenditure and regular income should balance out and therefore can be excluded from the equation.

It was felt by all the meeting that Option 2 (same as Option 1 but with total re-pointing of the north wall rather than patching), although highly desirable, was too expensive for the funds available.

Bob will speak to Graham Ball to say that the PCC has committed to spend a maximum of £31,770 on the work. This is based on his estimate dated 11/02/2010 (excluding total re-pointing of the north wall). This will need to be the basis of a fixed price quotation. The Vicar and churchwardens would like to meet with Graham to fix the detail.

The work is expected to commence in early April and will take approximately 12 weeks.

Informing the diocese of these works is not a requirement. Richard has informed Pauline that an architect is not required but Pauline will double check this with Richard and ask if he sees any implications.

Pauline will obtain a Short Works Contract for consideration for the basis of an agreement.

It was hoped the north wall could be totally re-pointed in future years, although it was appreciated this would cost more (bringing equipment and materials back on site) and VAT, probably at 20%, may not be reclaimable as that scheme finishes in March 2011.

#### **Extra Works:**

1. 1.A roof alarm to protect the lead roofing. Pauline has contacted Jeff Knowles about this. Bob has seen a church roof alarm on this website:  
[http://www.ultrasecuredirect.com/acatalog/Church\\_Roof\\_Alarm.html?gclid=CIqY91fVi6ACFROX2Aodfi\\_Qdw](http://www.ultrasecuredirect.com/acatalog/Church_Roof_Alarm.html?gclid=CIqY91fVi6ACFROX2Aodfi_Qdw) which cost £600+ to cover the front and rear lower roofs and £1000+ for the whole roof. It was felt that this was a reasonable expense in view of the exorbitant cost of replacing any stolen lead.
2. 2.Churchyard shed to be renovated. A new roof is required. The shed would be used to store materials and tools during the renovation work so needs to be made secure. Ursula will ask Mick Clarke for a quote.
3. 3.Opening of the church during daylight hours would be constantly reviewed during the building work and it would not be opened at all while spraying of the woodwork is carried out.

#### **RESOLUTION:**

**It was agreed by the meeting that the Vicar and Churchwardens be authorised to enter into a contract with B & C Builders for the work to the church tower and subsidiary works in accordance with a quotation for the work at a maximum cost of £31,771.80 (thirty one thousand seven hundred and seventy pounds eighty pence) including VAT.**

It was agreed by the meeting that any further significant expenditure on the church or churchyard will be carefully considered with referral to Bob as Treasurer.

**ST. LEONARD'S CHURCH GLAPTHORN**

**Minutes of Parochial Church Council Meeting**

7 January 2010

<b>Present:</b>		
Richard Ormston		Rosemary Weatherburn
Pauline Davidson		Emma Buckley
Ursula Wide		Patricia Newton
Cherrill Sands		Charles Wide
Giles Butlin		Bob Brewer
Sid Charlton		
<b>Apologies:</b>		
Brigitte Hilton		
	<p><b>Opening Prayers</b> were led by Richard. He then welcomed Sid Charlton as a co-opted member on to the PCC.</p>	
<b>1.</b>	<p><b>Minutes of PCC meeting dated 30 September 2009:</b> Previously agreed and now signed by Richard.</p>	
<b>2.</b>	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>· <b>Proposed church alterations</b> - Pauline and Ursula have had a meeting with the architect to review changes to the plans.</li> </ul> <p>The PCC agreed to submit the latest plans to the DAC for consideration in time for their meeting on 27 January. When the DAC has expressed its view, the consultation process will include a public meeting.</p> <p><b>Detail:</b></p> <ol style="list-style-type: none"> <li>1. The architect recommends the removal of at least two pews at the rear to allow room for the servery. Ursula proposed the removal of three pews to balance the two sides of the rear, and so that the base of the pillar can be “read”. Seconded by Rosemary. There was one abstention, the rest in favour.</li> <li>2. 30 – 40 folding, stackable chairs would be purchased for use when required.</li> <li>3. Bob suggested some notice boards for this area giving information on the church and the village.</li> <li>4. The lavatory would be sited at the rear of the tower, with the entrance behind the tower arch. The electrics will stay and be boxed in. The tower screen would be retained as both doors can be opened to provide disabled access.</li> <li>5. The servery will now consist of low base units with a lid. The removed pews could be incorporated in the design.</li> <li>6. The front pews – the architect recommends removing one complete pew on each side. Any damaged pew kerbs will be replaced with</li> </ol>	



	<p>new stone work. The historic pew ends will be retained. The footprint of the removed pews to be retained so future congregations can see where the pews used to be. Pauline proposed, Giles seconded. All approved.</p> <p>7. The chancel screen. If this were to be removed it would be used to replace the organ screen. Extra side pieces would be needed as it is too narrow at present. If the screen were left in place, a second communion table could be brought nearer to the congregation by placing it where the front pews had been removed. The intention of the PCC is to reposition the screen but retain it within the building. Pauline proposed, Ursula seconded, two against, the rest approved.</p> <ul style="list-style-type: none"> <li>· Richard has received a letter from Heather Ball, a copy of which also went to Cherrill. It was not read out at the meeting but Richard will reply to it.</li> <li>· <b>Tower Repairs –</b></li> </ul> <p>Bob has received an estimated cost of the repairs, repointing etc. Since then some Health and Safety issues have arisen which may increase the cost slightly. Tim Hunt has been advising the PCC on Health and Safety matters.</p> <p>Graham Ball has been asked to quote for:</p> <ol style="list-style-type: none"> <li>1. Erection of scaffolding, including Heras fencing around the base and weekly inspections.</li> <li>2. Leadwork on the tower roof, as discussed during the inspection.</li> <li>3. Repointing of the entire tower.</li> <li>4. The bellchamber and sound chamber – clean up, treat infested timbers and wooden flooring with preservatives, de-rust and paint ironwork.</li> <li>5. A 10% contingency to be included for unforeseen situations arising from the above work.</li> <li>6. Installation of a new lightning conductor, to be carried out while the scaffolding is erected – if necessary by a suitable contractor. To be tested and signed off on completion.</li> <li>7. Installation of a new weather vane, to be a replica of the original.</li> <li>8. Repointing other elevations of the church where prompt repairs are needed.</li> </ol> <p>A further PCC meeting will be required once this quote is received, in order to decide which extra items will be proceeded with. This meeting would also be used to run through the annual accounts. Bob to contact the PCC once he has the quote.</p>	RO
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Pauline has asked Jeff Knowles to advise on extra security while the scaffolding is erected as the lead roof would not be covered by insurance while there is scaffolding in place. Bob would like to explore a more permanent solution in the form of an alarm for the lead roof. Pauline will ask Jeff for further information.

· **Stone Cross on porch –**

Ursula has received two quotes to provide a replica of the original cross. Quotes are

£900 + VAT – Boden and Ward of Flore

£1176 + VAT – Weldon Stone

Ursula will proceed with the Boden and Ward quote. Bob believes the VAT could be reclaimed as this is a repair. The legacy from Mary Sapsed is to be used to pay for the cross.

· **Floodlight Cable –**

Russell Baxter has advised that the cable near the north wall of the churchyard where ashes are interred should be left alone.

BB

		<p>PD</p> <p>UW</p>
<p><b>3.</b></p>	<p><b>Services and Vicar's Report:</b></p> <p>Everyone agreed that the Christingle service time of 6pm was a good idea. Richard gave thanks for the input from Glapthorn School. The format will be repeated this year.</p> <p>The Carol Service was well attended, as was the Christmas Day service. The Supper after the Carol Service was deemed a success.</p> <p>Richard announced a performance of "Angels' Delight" on 8<sup>th</sup> January.</p> <p>The Oundle Alpha course takes place in February and a "taster" session will be held on 2<sup>nd</sup> February.</p> <p>A confirmation course starts on 17<sup>th</sup> January. If anyone wishes to be confirmed this year, please to contact Richard.</p> <p>Confirmation takes place this year at Nassington on 8<sup>th</sup> June at 7.30pm with Bishop John Flack.</p> <p>The OSJO Cheese and Wine concert is on 27<sup>th</sup> January at St. Peters.</p>	
<p><b>4.</b></p>	<p><b>Treasurer's Report:</b></p> <p>Balances:</p> <p>Current A/c £3151</p> <p>Fabric A/c £28,506</p> <p>Churchyard A/c £3367</p> <p>Floodlight A/c £713</p> <p>Deposit A/c £1463</p>	

	<p>Organ A/c £1071</p> <p>(These are provisional figures)</p> <p>It was agreed to pay the insurance premium in one lump sum of £1353.84</p> <p>It was agreed that the Parish Share should be paid monthly by Direct Debit.</p> <p>The end of year Accounts should be ready in February for the PCC to approve before the AVM.</p>	<p>BB</p> <p>BB</p> <p>BB</p>
<b>5.</b>	<p><b>Deanery Synod Report:</b></p> <p>Charles had nothing to report but Richard announced an initiative in the deanery for work with adults and children with autism.</p>	
<b>6.</b>	<p><b>Social Committee/Fundraising Report:</b></p> <p>Cherrill thanked Rosemary for hosting the Christmas Coffee Morning, the proceeds from which were extremely good.</p> <p>It is hoped to hold a French themed evening in the Village Hall in February. Cherrill will be arranging a Social Committee meeting.</p> <p>We will again be providing teas on Bank Holiday Monday for the Bluebell Weekend.</p>	<p>CS</p>
<b>7.</b>	<p><b>Correspondence:</b></p> <p>Ursula has received an update from the International Refugee Trust, who we supported last spring at Ursula's Coffee Morning. They now have their new premises.</p>	
<b>8.</b>	<p><b>Any Other Business:</b></p> <p>Tricia asked for a volunteer to take part in the Womens' World Day of Prayer service on Friday 5<sup>th</sup> March. No one volunteered.</p> <p>Richard announced that Steve Cunningham is no longer the Parish Administrator. After advertising the post as a job share, Ali Coutts and Yvonne Harris are the new administrators. The church office is open Monday to Friday 9am – 1pm.</p> <p>Glaphorn churchyard – Ursula reported that Mick Clarke is clearing an area in the corner of the churchyard which has been a dump for grass cuttings, which should provide space for a further six graves. It is hoped to erect compost bins for grass cuttings.</p> <p>Richard offered to speak to the Reading family to explore the possibility that some of the field beyond the churchyard might at some point in the future become</p>	

	<p>a churchyard extension, as space is now limited in the churchyard proper.</p> <p>Richard reported that a new Bishop of Peterborough has been appointed – Donald Allister who has been Archdeacon of Chester.</p> <p>Pauline thanked those responsible for the light over the organ as they had done a marvellous job: Geoff Gent, David Gent, Richard Singlehurst and Russell Baxter.</p> <p>She also thanked Russell Baxter for all he does for the church.</p> <p>She thanked Monica Crosby for organising the December Carol Singing which raised £120 for the church and £120 for Help for Heroes.</p> <p>Pauline and Ursula will write to Geoff Gent, thanking him for his faithful duty as organist over many years.</p> <p>Charles informed the meeting that these PCC minutes will be added to the website as soon as the PCC approves the draft version forwarded by email to all members.</p>	<p>RO</p> <p>PD/UW</p> <p>CW</p>
<p><b>9.</b></p>	<p><b>Date of next meeting:</b></p> <p><b>The AVM on Wednesday 28<sup>th</sup> April 2010, 7pm in Church</b></p> <p>(There is likely to be an additional PCC meeting in late February – date to be advised)</p>	