

All Saints Church Guildford. Premises VG.

Notes from meeting by Zoom at 7.30pm on Thursday, 12th November, 2020.

Present: RH, PP, SD, DM, TT, CN, PN

Grounds

- October Workday. Many thanks to Dave and Trish for operating the shredder. Good progress was made in shredding wood cut down in the earlier Workday, though there is still more to be done to gain control of the undergrowth. Repeat mowing over the cleared areas may help, but winter months may be too wet to allow this.
- Letter to local residents. It was agreed that the information on the noticeboards around the field do not provide adequate communication with residents. The proposed letter was needed to reaffirm the situation in relation to access and use of the field. It was also agreed that the wording must be tailored to avoid causing conflict with neighbours. A further round of checking is needed to finalise the wording, in particular to the section relating to the legal situation. The current draft will be circulated to VG members for any further amendments (CN) and then circulated with the VG meeting Notes (PN)
- Dave has already removed the battery from the mower and placed it in storage, protected from winter cold.

Church

- Subsidence problems
 - Brian Webb is due to visit to assess the digital monitors he inserted to assess further movement in walls or foundations.
 - The primary cause of the movement in the external walls remains unclear, though the crack in the back wall of the Chair Store was noted in the Quinquennial Report and reckoned to be caused by settlement rather than subsidence. A crack has been noted in the vestry wall, to the right of the sink. Photograph needed (PN).
 - We need to record a new set of readings from Tell Tale monitors (CN) and update the earlier report (SD).
 - It was agreed to purchase a few additional Tell Tale monitors to be located where there is evidence of movement and read and reported regularly. (CN, DM).
 - The advice received to date is that to understand the current problem we need the whole picture in relation to foundations and construction of walls. Only then can we decide appropriate action. With this in mind Robin visited the Woking Records Office and searched for the original drawings. None were found, only some less detailed drawings by the architect who worked for a company named Sargent which no longer exists. The name of the construction company is not known and is not recorded in papers available in church. Guildford Planning Department may possibly have drawings or photographs of the construction work that might include the name of the builder.
- **Church heating replacement Control Panel.** This is in place and working well. Instructions on its use have been circulated to Premises VG members.
 - **Concerns about the heating system.** These relate to the importance of refreshing rather than recycling air as at present – an issue raised in a recent document circulated by the Diocese. Bob Slatter has been asked to give an estimate of the cost of installing a new fan to draw in external air and a heat exchanger that would use the warm air being expelled from the building to warm the fresh in-coming air (PN). However, any such expenditure would need to be considered in the light of proposals coming from the Eco Group relating to ground source heating.

- **Reading Room door and carpet.** During the heaviest rain over recent weeks water again came in under the external door and onto the carpet. One possible solution would be to fit a thicker rubber seal under the door. Another solution would be a replacement door. PP to investigate with Velfrac
- **Bell tower.** Applying more sealant may solve the problem of water ingress. Replacement of broken slats awaiting an improvement in the weather. (Action DM)
- **Church floor.** During the work on the floor the hearing loop was damaged and cost £600 to repair. The company who did the work on the floor have finally admitted a degree of liability and will pay 50% of the repair cost. There has also been a problem in that the new floor surface marks very easily and has proved difficult to keep clean. The suppliers have agreed to apply one further coat of varnish and a polish. While that is done all the chairs will need to be moved to the Reading Room.
- **Dollies for moving chairs.** Several of the new chairs were damaged when they fell off their dollies. It transpires that the chairs were unstable because the wrong dollies were supplied. The supplier has repaired the damage to chairs and will replace the dollies.

Hall

- **Guttering.** Problem has been fixed
- **Replacement shed.** No further action planned

Budget for 2021

- Budget headings for Hall, Church and Field. The financial situation for 2021 is so uncertain that no firm plans can be made for upgrade projects. There will inevitably be routine maintenance tasks arising during the year – the proposal is therefore that for each location the maintenance budgets for 2021 be set at the same level as in 2020.
- It should be possible to complete the upgrade to the Reading Room in 2021. The budget for a new carpet therefore needs to be carried forward in to 2021.
- The Orchard project for the field will have a zero budget, the purchase of trees to rely on donations.
- Thorn Bank – the boiler will need to be replaced. Budget £2,500.
- Actions relating to the Big Picture – all on hold.

AOB

- Communication with the Eco VG. There is a substantial overlap between the Premises and ECO VGs in relation to buildings and heating. To ensure a basic level of communication a regular exchange of Notes from respective meetings is proposed. In relation to church heating a calculation of heat loss is needed for the church (Action SD, RH to provide site dimensions).
- Meeting dates for 2021 – The first meeting in 2021 will be held on Monday, 11th January at 7.30pm. Dates for regular meetings and Work Days for the rest of 2021 will be decided at that meeting.
- Next Work Day. An additional Work Day is proposed for 12th December.