

**The parish Church of St Peter, St Paul and  
St Thomas of Canterbury, Bovey Tracey**

**MINUTES OF PCC MEETING  
18th January 2024**

1. OPENING PRAYERS AT 7.30 PM:

**2. APOLOGIES:**

Roy White, Shirley Codner, Mathew Percy, Sue Nickels

**PRESENT:** Dawn Hamilton (DH), Tim Stephens (TS), Mike Limb(ML), Roy Pitchford(RP), Peter Chesterman (PC)Michael Codner(MC), Sharon Alexander(SA) Mark Alexander (MA) Jill Hosford(JH) Jack Knightly(JK)Barry Newport(BN)

**3. DECLARATION OF CONFLICTS OF INTEREST WITH ANY ITEMS ON THE AGENDA:**

TS on renewal of Family Worker contract

**4. MINUTES OF PREVIOUS PCC MEETING 30<sup>th</sup> November 2023 :**

No comments: Approved unanimously.

4.1 the minutes of Standing Committee had not been circulated in advance. GH summarised the discussion of the policy for writing minutes, the established Common Fund policy of paying the cost of clergy, then local salaries, before the full CF request. RS and SC to attend 'Parenting for Faith' conference, costing £200 each.

**5. MATTERS ARISING:**

The order for 2 new chairs has been cancelled, and payment refunded. Church Room redecoration booked for 12 February, and pull-down screen removed. New board behind servery to be installed by D Horton, thanks to Sarah McIntyre for meeting cost. Work on the church lawn shed will resume in better weather.

**6. SAFEGUARDING, HEALTH & SAFETY UPDATE:**

Nothing to report.

**7. CHRISTMAS REVIEW.**

Paper circulated in advance was discussed. GH to investigate cost of Christmas leaflets next year being delivered by Royal Mail. Agreement with policy on using Christmas collections to cover extra costs (mince pies, Christingles etc) and giving surplus to mission focus of the month.

**8. Treasurer's report (Roy Pitchford)**

RP explained the accounts for 2023, showing a surplus of £9,622. This would have been a deficit of £5378 if a legacy of £15,000 had not been received. RP proposed vote of thanks for IP Barrett who have acted as independent examiner *pro bono*. RP proposed that Clare Lillington should be appointed as independent examiner for 2024: in view of her sterling efforts and support JH proposed that she should be given a fee of £350 for her work: carried unanimously. After a discussion of some details, the accounts were approved unanimously.

8.1 Budget for 2024: RP presented two alternative budgets, Budget A on the basis that we should meet the cost of clergy (£71,278) which would produce a deficit in 2024 of £18,674, or B meeting the full Common Fund request (£84,760) giving a projected deficit of £32,176.

After discussion it was proposed that we continue on the basis of Budget A ( has been circulated to PCC members. This was carried: 11 for, 1 against. The budget also assumes that the cost of the lighting scheme (c£62,000) will be drawn from reserves in the year ahead.

### **9. Renewal of the Family Worker contract**

TS withdrew for this item. After a brief discussion it was agreed unanimously to renew Rosie Stephen's contract until January 2027.

### **10. Fabric Matters**

RP informed us that the PAD defibrillator had been paid for: we awaited delivery. JH reported that the glass doors faculty is awaiting the Chancellor's signature. GH to ask F Gilbert to have a quiet word. GH proposed that we should ask our architect Julie Boulby to conduct the Quinquennial inspection, due this year, as soon as possible, with a view to redecorating the church interior after the lighting work is completed. This would cost £995.

10.1 The PCC discussed the Energy Efficiency report on PPT produced by *Inspired Efficiency Ltd* conducted on 7 November 2023, as recommended by the Diocese of Exeter. Their recommendations on lighting have already been addressed by the A J Smith lighting scheme. PCC recognises the need to replace the oil boiler which is old and inefficient and liable to breakdown: the Diocese would not allow a replacement oil or gas boiler to be installed, so the only option recommended in the report is electric heaters installed under as many pews as we wish or can afford, supplemented with infra-red panels in the chancel, children's corner and refreshment area. Such a system would warm people in the pews, but not the rest of the building, and could be installed in stages, costing up to £33,000. This would not preclude removal of pews and repair of the floor in future, and the oil system could be retained for occasional large services such as Remembrance and Christmas. The PCC wanted to find out how effective under-pew heaters were, before presenting the idea to the wider congregation.

**11. Risk assessment and Policy reviews:** GH regretted that he had not been able to check which policies were due for renewal in time for the meeting.

**12. Outward Giving for 2024:** The paper proposal for 2024 was discussed. New mission link representatives were suggested for those mission agencies currently vacant, and it was agreed that the order should be varied so that a local charity should benefit from the Christmas services in December.

**13. Vicar's Report:** GH reported that Mike Wigney has now been elected Captain of the Bell ringers. PCC approved the bellringers' request that their Monday ringing session should be extended by 15 minutes- from 7.00pm to 8.30pm because of the increased number of ringers. GH reported on the Hope Explored course, and updated the PCC on the wider Anglican situation. The House of Bishops commended the Prayers of Love & Faith for use from Sunday 19 December, an action which is possibly illegal, clearly contrary to the teaching of scripture and the universal tradition of the church, and can only lead to increasing disunity. There has been open dissent from some orthodox bishops, and he has attended 2 meetings of clergy this week, who are distressed at the increasing tensions within their parishes. Two families (4 adults, 5 children) have left PPT because of the Bishops' action. GH will bring proposals for local action to the next PCC.

14. the date of the next meeting was agreed for 7 March 2024.

15. The meeting closed with prayer at 9.35pm.

**Tasks outstanding:**

Letter of thanks to I P Barrett

Discover where under-pew heaters have been installed, so PCC members can test their effectiveness

Discover the cost of delivery of Christmas leaflets by Royal Mail

Request a time sheet of Family Worker hours before next PCC meeting

Draw up a timetable for renewal of PCC policies and risk assessments

Marking of parking bays in car park when weather permits