

HEXHAM ABBEY FOURTH PCC MEETING 2009-2010	We have a vision of a world where God's love is enjoyed, celebrated and shared. Therefore it is our mission to become an open community of Christ's disciples, sharing our worship, engaging our faith with the world and offering our lives to serve God's kingdom
Date: 17 November 2009	
Time: 1930	
Venue: The Monastic Workshop	

Present: Canon G B Usher, Ms G Alexander, Mr J Arkless, Mr S Batey, Mrs F Finnon, Miss N Horne, Mrs A Jeffries, Mrs D Kilby (Chair), Mr J B Jonas, Mr E Lovell, Mr D Ratcliff (Secretary), Mr J Robinson, Mr A Sinclair, Mr R Thornton.

In attendance: Mrs J Musto, Mrs R Ogilvie, Mr P Standfield and Mrs F Standfield (Hexham Abbey Project Managers)

Action

Prayers
 were led by the Rector

09.04.01 Apologies for absence
 Apologies received from:
 Rev J Anderson, Mr P Binks, Mr K Box, Rev A Currie, Mr R Dallison, Mr H Everett, Dr M Howell, Mrs F Kelsey, Lucy Milner, Ben Rowarth,

09.04.02 Hexham Abbey Project
 The PCC received a report of progress from the Project Managers.

Fiona Standfield presented Version 5 of the Conservation Management Plan, the final draft, and outlined its contents. It is required for Heritage Lottery Fund applications but will also be a working document to enable the PCC to manage its historic assets over the medium and longer term. Mrs Standfield apologised that the PCC did not get this before the meeting, and received approval for the report to be emailed to members immediately after the meeting.

Peter Standfield explained the document's aims and its key findings. He detailed the consultation process and how the current draft contains an amalgamation of comments. The PCC were asked to comment further to the Project Managers by 28 November.

All PCC
 members
 to
 comment

The PCC gave delegated permission for the Standing Committee to confirm the final version, subject to any amendments, at their meeting on 1 December.

SC to
 confirm

The Property Committee was tasked by the PCC to consider the practical implementation of the policies and recommendations with in the Conservation

Management Plan, knowing that this might take some years to achieve.

A new business plan describing the reduced Hexham Abbey Project scheme will be verified by financial advisors, and worked into an application to HLF by the end of the year, having previously discussed the plan in detail with them. It was accepted that this was a challenging timetable.

09.04.03 Minutes of the last PCC Meeting (22 September) and Standing Committee Meeting (6 October)

These were agreed as a true record and signed by the Chair.

09.04.04 Matters arising from these meetings

09.04.04.01 Christmas Fair (12 December)

Fiona Finnon gave an update of progress, following the final group meeting on 7 November. Sub-groups will continue meeting to plan practical details.

09.04.04.02 St Mary's Lowgate

As there had been no meeting yet with the landowners, John Robinson read a summary of history of the property. It was agreed to seek further advice from the Diocese and the Charity Commission in view of the impasse, and seek valuations of the site for different future scenarios. It was noted that St Mary's Lowgate was the PCC's asset but the Diocese are custodian trustees.

JR

09.04.04.03 Stewardship Campaign

James Arkless, Chair of the Group, reported that the campaign would be launched in March, with a trailer at the end of January. Chris Milner and Junior Church were preparing a film. Letters and leaflets, with response forms, are in preparation. Regular meetings are planning the detail.

09.04.04.04 Verger post

The Rector reported Gareth Barham's appointment as Verger.

09.03.04.05 Abbey Teas

Fiona Finnon reported on the meeting of volunteers held after the end of the season. Everyone was happy with a successful year. Food hygiene initial training and refreshers, and new machinery, were planned. New, younger people were needed to join the team. The Choral Evensong and reception had been a way of expressing the parish's thanks.

09.04.05 Honorary Treasurer's Report

Andrew Sinclair introduced the October management accounts which had been circulated. These showed that the 2009 budget deficit is forecast to reduce from £21,860 to £3,782.

The draft 2010 Budget, also circulated, showed an overall budget deficit of £22,000. The budget had not made any predictions about the stewardship campaign in March 2010 and it is hoped that this will significantly reduce the overall deficit.

Funding that the Property Committee:

PCC approved in its budget £12,000 for listed projects plus the £8,400 for maintenance
PCC gave outline approval within its budget for a further £10,000 towards stair treads and window guards but requiring the Property Committee to come back to the PCC for

confirmation.

PCC did not included in the budget £7,800 of the property budget which was described as being non-urgent but, depending on the financial situation later in 2010 these projects could be reviewed.

It was noted that the staff salary increase has been included at 2%, in line with the Diocese of Newcastle guidelines.

It was agreed that a minimum of 50% of all collections in the Abbey be used to support the Abbey's work, and that surplus income from the 2010 Gala Dinner should go towards funding items in the 2010 budget.

Edmund Lovell asked the PCC to take seriously the consequences of the approval of a deficit budget and it was agreed that Stewardship Campaign must be designed to address this.

It was proposed by Gill Alexander and seconded by Nora Horne and IT WAS AGREED, by a majority vote, that the Draft Budget be adopted.

Rachel Ogilvie recommended, following research, that the parish change its telephone provider. This was approved.

09.04.06 Honorary Secretary's Report

09.04.06.01 Registration with Charity Commission

Final confirmation of the registration had been received and all PCC members, as trustees, have received correspondence from the Charity Commission.

09.04.06.02 Insurance for Parish Groups

It was confirmed that the Ecclesiastical Insurance policy covered all authorised trips taking place within the UK.

09.04.06.03 The PCC felt unable to support a request for funds from the College of St Barnabas.

09.04.06.04 The PCC approved a donation of £25 to the Newcastle Diocese Readers Board.

RO

09.04.06.05 A letter received from Peter Browell concerning the positioning of the choir in services will be passed to Michael Haynes for comment.

MH

09.04.06.06 An exhibition of photographs of the recent Pilgrimage to Rome will be held on Sunday 22 November. It was noted that the pilgrimage had been successful and had broken even, costing approximately £400 per person, with young members and singers supported by local sponsorship and fundraising.

09.04.07 Parish Away Day

The follow up of the excellent Away Day and consideration of further actions was deferred.

GBU

09.04.08 Clergy items

The Rector asked members to nominate items to celebrate in the Parish to include within the 100th edition of Abbey News and Views.

Due to the visit to the three local deaneries by the Riding Lights Theatre Company, the PCC meeting planned for Tuesday 16 March will be moved to 23 March.

Permission was given for Jo Hutton, local art student, to install during January some of her freestanding artwork in the crypt.

09.04.09 Churches Together in Hexham Report/Hexham Deanery Report
David Ratcliff presented a CTiH report from Pam Nobbs, and the previously circulated Deanery Synod report from Hedley Everett.

09.04.10 Committee Reports

09.04.10.01 Property Committee

RT

Richard Thornton reported that

- the Anglo Saxon Chalice display case will be installed on 23 November
- the location of the fixing of the CCTV screen into the organ was still to be confirmed, and will need to wait until next year for the faculty
- the working party is progressing a response to issues surrounding the Abbey's carbon footprint
- the recent interference affecting the sound system had been identified

David Ratcliff reported that the PAT testing kit was available from Trinity Church, and is awaiting a link up with a qualified member of the parish.

09.04.10.02 Social Committee

It was noted, with regret, that the planned wine-tasting evening had been cancelled due to lack of support.

NH

09.04.10.03 Aid and Global Issues Committee

David Ratcliff read a report from Keith Box. Thanks were expressed to Dorothy Sisterson for her display in the Abbey describing the work of Tynedale Hospice at Home.

KB

09.04.10.04 Being Safe Committee

Anita Jeffries reported that the BSC were conducting a policy audit.

Following a question regarding the status of a young person reaching the age of 18 within a parish youth group, it was agreed that such a person only needs CRB clearance if he/she takes on extra and new responsibility within the group. It was further agreed that if an 18 year old was a member of one of our groups they should not also be asked to become an adult chaperone.

DR/AJ

09.04.11 Electoral Roll Officer's Report

Nora Horne reported that the names of four recently deceased parishioners – Rosemary Foston, Emily Nixon, Hazel Smart and Geoffrey Tyrell – had been deleted, leaving 327 on the roll.

NH

09.04.12 Any other business

JB Jonas advised the Council of the Bible Society Lunch to be held on 1 December at 1245 with Rev Joanna Anderson.

09.04.13 Date and Time of next meeting: 1930 on 19 January 2010

Signed as true record (Chair)

19 January 2010