**Church of St Nicholas Remenham**

 **Minutes of the Parochial Church Council Meeting**

**on**

**Thursday 11th May 2017 at the Chantry House**

Father Martyn Griffiths, Chairman

Charlotte Every, Church Warden

Nigel Gray, Treasurer

Anthony West

Paul Sermon

Mandy Sermon, Secretary

1. **Prayers**
2. **Apologies**

John Laing, Sue Laing, Sarah West, Hugh Whitfield

1. **Election of the Treasurer and Secretary**

It was proposed that Nigel Gray was appointed as Treasurer and Mandy Sermon was appointed as Secretary. In the absence of any other nominations, they were duly elected by the Rector. All agreed.

1. **Minutes of last meeting held on 22nd February 2017**

These were proposed by Charlotte Every, seconded by Anthony West and approved. They were signed by the Rector.

1. **Matters Arising**
2. Charlotte Every reported that the electrical work was in hand and that it was awaiting a date for the work to be carried out.
3. John Laing was also seeking to progress the work on the damp within the Church and was in discussion with the Archdeacon’s Office.
4. **Finance Report**

Nigel Gray said that he had nothing to add to the Finance Report submitted to the Annual Meeting.

He was working on the Gift Aid reclaim. This can be problematic as HMRC require that gift envelopes have initials and a clear part of the address on the envelope. A reminder to the congregation will be given.

Nigel Gray also added that there was £1,459 still to draw down from the two local donations of £50,000.

1. **Parish Hall**
2. Wall repair quotations

More quotations are still being sought. Additional quotations will be required for the roof repairs.

1. Fire alarm service

‘Active Security’ has sent a quotation for taking on the maintenance of the Fire Alarm System for 1 year. The batteries will be replaced and two visits per year will be made to service the system (£265). The same company also quoted for providing an electrical mechanism for closing fire doors in the event of a fire (£736). The Rector will ask the company to include the hatch doors in this as they are also fire doors.

The Rector recommended that both the above quotations were accepted.

1. **Any other business**
2. Additional/new plaque to list St Nicholas incumbents

This is still to be arranged. Father Martyn’s dates: 2005 - 2018

1. Swearing in of the Church Wardens

This will take place on June 6th at Dorchester Abbey

1. Future Dates

June 6th Archdeacon’s Inspection to take place at St Nicholas.

June 16th Standing Committee (3pm)

July 13th PCC Meeting

July 20th Bishop Steven’s Visit

October 8th Harvest Festival

October 13th Harvest Supper

October 15th Bishop Colin’s Visit to St Marys

November 12th Remembrance Day

Church services in June only: June 4th & 18th will be Eucharist services

 June 11th & 25th will be Matins

1. Letter regarding the Bishop’s Visit.

The secretary was asked to forward this to the Parish Office.

Date of the next meeting: July 13th