

**Minutes of the Kenton with Mamhead PCC Meeting
held on the 16th November 2023**

The meeting opened with prayers.

PRESENT: Revd. John Williams, Revd. Julia Hocking, Peter Bilby, Linda Bilby, Clare Lillington, Rosie Pajovic, Ali Langmead, Fiona Quine, Sandra Laslett (Minute Secretary)

APOLOGIES: Tim Quine, Alma Harding, Ian Shields

MINUTES OF PREVIOUS MEETING: Agreed.

QUINQUENNIAL UPDATE:

No progress has yet been made with regard to finding an architect; this is now urgent. Clare has agreed to contact Julia Boulton, Rosie will contact Mark Ledbury and Fiona will contact Alison Bunning. **ACTION: Clare, Rosie, Fiona**

Fiona has looked at the spreadsheet created in 2019. Urgent items have been completed, but it is difficult to identify from the log book which non-urgent items have been done. Clare will check invoices for any relevant information. **ACTION: Clare**

SAFEGUARDING UPDATE: The update of Safeguarding Officer's details on the notice board is still outstanding. **ACTION: Julia**

Fiona will be the administrator for DBS checks and training, which require renewal every 3 years. An email will be issued shortly. **ACTION: Fiona**

Fiona also offered to be Head Verifier for All Saints' and Mamhead.

Safeguarding representative details should be added to the church website.

TREASURER'S REPORT: Clare provided details of the the account for the period ending 31 October 2023 and confirmed that the Parish Share will be paid in full by the end of December. Current expenditure over income is approximately £9000.

The CCLI Licence expires on 31st December 2023; renewal will be £180. A PRS licence is required for concerts, choirs etc. Checks to be made with Rachael Shearmur, Pik Rawlings and Matthew Williams to see what licences they have, or may require. **ACTION: Sandra**

MAMHEAD NEWS: Awaiting date for the Quinquennial inspection. The electrical inspection has been agreed, date to be confirmed. Ceiling issue: Photographs have been sent to the conservation company McNeilage and a reply is awaited.

There will be a 'Winter Warmers' concert on 3rd December and the Carol Service on 17th December.

BUILDING ISSUES FOR DECISION: Roof Gulleys and pipework clearance at All Saints'.

Kevin Alford quoted £250 + VAT per visit. He will set aside a certain amount of time for the work and will aim to deal with other small issues as requisite. West Access Conservation quoted £260 + VAT per visit. As Kevin has previously carried out work for us, it was decided to accept his quote. Proposed by Peter, seconded by Ali, all in favour.

The north side downpipe is cracked and requires replacement. Kevin Alford advised that it is a non-standard plastic drainpipe which would cost approximately £295 to replace. If a

standard pipe was used it would need a hopper, for which a faculty would be required. Linda proposed and Ali seconded that we replace like for like, all agreed. An architect is required to look at the Tower downpipe.

BUILDING ISSUES FOR DISCUSSION: Rob Rand is getting a quote to examine the wet patch on the south wall near the organ loft. It is hoped that the insurance will cover any costs incurred.

Andrew Johnson has been contacted by Julia for a quote to repair the broken stained glass window panes.

Vestry electrics: The electrical sockets affected by damp have been turned off. Rob Milden and Sunflower Electrics have both looked at it. Rob Milden quoted approximately £500 to elevate the sockets. It was suggested that a report on the damp is obtained - Kevin Alford to be contacted to see if he is able to help. **ACTION: Fiona**

CHRISTMAS SERVICES: There will not be a service of Holy Communion at 10 a.m. on either the 17th or 24th of December. Services for those days will be:

17th December at 1800 – followed by mulled wine and mince pies.

24th December at 1600 – Crib Service; 2300 – Midnight Mass

25th December at 1000 – Holy Communion

CHURCH BOX UPDATE: Fiona will be distributing information to members of the congregation to collect data. There will also be a list of those who currently undertake church tasks, as well as asking for volunteers to be added. **ACTION: Fiona**

A privacy notice should be added to the church website and notice board.

DATE OF NEXT MEETING: 11th January 2024 at 7.30 p.m.

ANY OTHER BUSINESS: Peter had received a request from the Parish Council for a meeting to discuss the siting of a radio mast on the church tower to improve the poor mobile phone communications in the village. Julia suggested that Kevin Savill be contacted to investigate what this would entail and report back to PCC. The council had also enquired whether the village sandbags could be stored somewhere in the churchyard. Peter to ascertain the size and discuss with John Perkins whether there's anywhere suitable, but the council should be advised that a faculty would be required, at an estimated cost of £300. **ACTION: Peter**

Meeting closed at 9.30 p.m. with prayers.

NB

An extraordinary meeting was held after church on Sunday 19th November at which Julia proposed that the PCC accept the quote from Robbie Milden (approximately £500) to raise and replace the socket and to put a RCD on the circuit at the sub-station. This was seconded by Tim Quine and all agreed.