

Minutes of PCC Meeting held on 21/10/10 at 8pm in St Michael's Church  
Galleywood

Present : Andy Griffiths, Anne Gardener, Steve Mack, Sue Kitson, Veryan Wilson,  
Rosemary Lister, Roy Bishop, Jackie Sigournay, Sally Bevan

Apologies

Stephanie Gillingham, John Fowler, Beryl Moss

## **1. Building matters**

For this section we welcomed Kevin Gilderson from St Peter's Harold Wood and Phil Preston

Andy said that the big concepts that had come from 40 days of discernment were Family, Ordinary and Window

Family – the building is too cramped, there are no rooms for children's work, facilities are lacking particularly audio/visual

Ordinary – we want our time in the building to help us to focus on what we do all week. Sunday morning worship equips and inspires those who are already Christians to live the whole week as Christians. It gives those not yet following Jesus a glimpse of how glorious their lives could be. The building has to feel like a refreshing place to come to.

Window – we want to show the community of Galleywood what we are like. We therefore need a building that is easy to come to and go from.

Kevin Gilderson has been part of a team which took St Peter's Harold Wood through a building process that began in 1999 and was completed in 2009 at a cost of £2.3 million. The church was originally built in 1939, the first phase of their building project involved redecoration, improved lighting and the removal of pews at a cost of £100,000. They were pleased with this but wanted a church fit to take them into 21<sup>st</sup> century. Kevin wanted to pass on some of the wisdom of St Peter's gained through hindsight.

Key points

. Everything always takes longer than you think

- . Start with your proposed finish date and work backwards
- . Get the diocese on board early
- . Be prepared for officialdom
- . Use professionals whenever you can
- . Preparation and good prior research is the key. Don't rush it
- . Make sure you are delivering what your end users want
- . Communicate often, effectively and clearly
- . Be prepared for resistance
- . Keep a consistent team
- . Plan for the future
- . Don't start until you have at least ¾ of total in bank
- . Expect an overspend of 10-15%
- . Find someone to be the liaison between the church/architect/contractor/professionals
- . Don't do things on the cheap
- . Use professionals that are recommended by someone you trust
- . Be realistic about where the outstanding balance will come from when the work commences
- . Beware grants! No such thing as a free lunch
- . Build a relationship of trust with the contractor/professionals
- . Make sure this is for God's glory

Phil showed us the attached architect's drawings

The first is the building as it is now

The second is the 1<sup>st</sup> option with a new building on the south side of the current building (front). This gives accommodation for children's/young people's work. The estimate for the construction alone is £415,000

The third is the 2<sup>nd</sup> option which gives a new entrance through the current choir vestry. To the left of the new entrance is a kitchen which would be much larger than the current kitchen. To the right of the entrance is a toilet

block. The plan also gives rooms for groups. This is a mixture of some new build and quite a lot of internal remodelling. The estimate for the construction alone is £515,000

The fourth is the 3<sup>rd</sup> option with all the work at the vicar's vestry end of the church. The centre of worship would be at the other end of the church. The new entrance and group rooms would be at the vicars' vestry end. The kitchen would be at the north east corner. The estimate for the construction alone is £535,000

Phil asked about displaying the sketches for the congregation to look at and make comment. It was agreed to give the Big Project Committee more time to work out which option is best. This can then be presented to the congregation. We therefore ask the Big Project Committee to look at the pros and cons of all three options and report back to PCC in January.

Steve proposed that

The PCC gives authority to the Big Project Committee to pursue the project referred to in other documents as the "Big Project".

The existing Big Project committee is authorised to plan for and manage the re-development of the Church and it's environs in accordance with the feasibility study now underway.

The Big Project Committee is to act as a steering group for this Project.

The Big Project Committee shall initially consist of Phil Preston (Chairman and Administrator), Rev. Andy Griffiths, Rev. Stephanie Gillingham, and Roger Gillingham. The committee shall have the power to co-opt and recruit other personnel as required.

Subject to a fuller Terms of Reference (to be agreed), the outline objectives of the steering group shall be:

1. To manage the development of the feasibility study.
2. To ensure that all Church groups are consulted during the feasibility study so that the widest possible understanding of the Church's needs and wishes can be reflected in the study and resulting recommendations.
3. To identify and present to PCC and Church the options produced by the feasibility study, making clear recommendations, and achieving the agreement of the PCC to proceed.
4. Once agreement is reached and authority granted, to work with the PCC to raise the necessary funds and implement the project.
5. To manage the project to completion, and relinquish this authority to the PCC once completed.

Jackie seconded and all were in favour

## **2. Appointments and Farewells**

Gerald Barrett has written resigning as Inspecting Architect to St Michael's Galleywood. Veryan will write to Gerald thanking him for all his years of work for St Michael's.

Jackie Sigournay will not be standing as Church Warden next year. We are very grateful to Jackie for all she has done and for giving us notice of her intention to retire. We must therefore pray for a new warden to come forward.

Clare Broome and David Stacy can continue to edit and manage Viewpoint for one more year and then would like to retire. We are very grateful to them for all they have done in particular taking Viewpoint through a change in format. An item for the next PCC meeting will be to consider if we want Viewpoint to continue or is there an alternative, more effective form of outreach. Clare also asked us to consider who might be approached to take on David's existing round of 140 houses, we will ask Janette but make it clear that she is not expected to take it on herself.

Paul Turner has offered to stand as a foundation governor for St Michael's school. He is a parent and regular member of Our Lady Immaculate. Andy proposed that we accept his offer, Steve seconded and all were in favour.

## **3. Pastoral Communities**

Steve, Sue and Veryan will meet to complete the form

## **4. Other Business**

Minutes of previous meeting – title to be changed to Minutes of a PCC meeting

Car boot sale – Sue said that Meadgate church are looking at local churches going to Boreham car boot sale which attracts many people on a Sunday morning with a view to offering a Christian message. Sue will talk to people within our congregation who may be interested in being involved in this.

Finance – Steve gave us PCC Update 20/10/10 we are in a good position. Steve would like us to consider the Big Project. He suggests that we develop towards the following figures over the next 2 years

- To raise £150,000 overall in each of the next 2 years which would allow us to commit £100,000 over the next 2 years to the Big Project

- As part of this, to increase the committed (monthly) giving from £84,350 to £126,500 at the end of that 2 year period

Even figures this large may not be enough in view of the estimated construction figures given by Phil Preston earlier in the meeting.

Roger Gillingham asked Anne to get a quotation for temporary electric heaters. Anne has received a quote from Chelmsford Electrical to supply and install 3 ceramic heaters suspended by chains on each side of the church at a cost of £2381.91 + VAT. PCC voted to accept this quotation ( 7 in favour, 2 abstentions )

Sue said that there have been some men coming along to Friendship + with their children, she has been thinking for a while that we need to offer a group for these men to develop friendships with others. She has been approached by YMCA who are also interested in developing such a group. PCC are happy for Sue to look into this and to use the church building if it is appropriate.