

**Parish of Great Missenden and Ballinger with Little Hampden**

**Parochial Church Council**

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**Minutes of Extraordinary General Meeting: 11.24am, Sunday 20<sup>th</sup> August 2017**

**Venue: Church of St Peter & St Paul**

**Members**

Rev. Canon R Harper (RH; ex-Officio)	Julia Sands (JS)
Elizabeth Lowson (EL; ex-Officio)	Martyn Green (MGr)
Val Withams (VW; Warden and Vice-Chair)	Helen Clark (HC)
Sally Clark (SC)	Philippa Howells (PH)
Ken Harratt (KH; Warden)	Clive Bowen (CB)
Wendy Harris (WH)	David Harris (DH)
Vicky Preece (VP)	Katherine Shuster (KS)
Sophia Okonkwo (SO)	Margaret Gordon (MGo)
Chris Nickless (CN)	Brenda Harris (BH)
Christopher Figg (CF)	Guy Priestley (GP; Sec, Co-opted)

**1. Apologies and Recognition of Chair**

Elizabeth Lowson; Clive Bowen; Chris Nickless; Sophia Okonkwo; David Harris; Brenda Harris; Wendy Harris; Helen Clark; Katherine Shuster; Christopher Figg

The meeting recognised VW as Chair in the absence of RH.

**2. Confirmation that meeting is Quorate**

There being 8 PCC members present, including the Vice-Chair, the Acting Chair declared the meeting quorate

*RH joined the meeting at 11.26 and assumed the Chair.*

**3. Minutes of previous meeting**

*As meeting was extraordinary, this Agenda Item was waived*

**4. Matters Arising**

*As meeting was extraordinary, this Agenda Item was waived*

**5. Application for faculty in respect of urgent repairs due to vandalism and wear and tear:**

**5.1 Repair and replacement of clerestory windows**

VW spoke to the issue. Two quotes had been obtained to replace/repair the clerestory glass.

- a. Lincolnshire Stained Glass Ltd had quoted £3,960 + VAT for the glass itself, and a further £2,230 + VAT for the necessary internal scaffolding. This totalled **£6,190 + VAT**.
- b. Bath Aqua Glass Ltd had quoted **£14,800 + VAT** for the glass work alone. They had not quoted for the scaffolding.

VW felt the PCC should engage Lincolnshire Stained Glass, since

- They had done a very similar job for the church previously, with satisfactory results
- Their quote was much the lower of the two
- They had engaged with the quote professionally, visiting the site and providing informed feedback on the task. Bath Aqua had shown little interest and had not visited.

The Diocese knew of the urgency and would expedite matters from their end.

VW sought the PCC's approval to engage Lincolnshire; and to seek a faculty from the Diocese. MGr proposed, VP seconded. **Carried unanimously.**

The meeting discussed the Health & Safety issues arising from the work, especially the installation of scaffolding.

- VW confirmed these aspects had not been formally addressed yet but she would liaise with SC to ensure all was in order before work began.

The work would take about 3 weeks.

- RH suggested the scaffold be cordoned off. VW suggested the church be closed entirely during the weeks in question, opening only for services.
- WH noted that previously the workers had used raised scaffolding, accessed by ladder. If they did this again, the ladder could simply be removed when workmen were not present.

**Action Steps:** Ensure appropriate insurance is in place, including third-party liability (SC)

Apply to the DAC for two separate faculties: one for the clerestory damage (5.1 above); and another for Agenda Items 5.2 to 5.5 below. (VW)

Other project deliverables (VW)

## **5.2 Repair of damaged North Porch roof tiles**

Three roofers had inspected the roof. Two had provided quotes; SC awaited the third. The problem was that the ridge tiles were no longer made: it would be costly to make a limited run of them. Two had suggested a work-around leaving the existing tiles in

situ. The third proposed to slice them free of the existing weak lime mortar and re-install them once the other tiles had been replaced.

JS offered to refer another roofing provider. RH thanked her, but would keep this in reserve in case none of the current applicants proved acceptable.

### **5.3 Re-attachment of drainpipe on the tower**

Inspection had shown that the existing heavy lead pipes were supported by decaying wood. SC had advised the Diocesan Advisory Committee (DAC) of this. She awaited a reply from the insurers as to whether the church could claim for this, as it appeared to be down to wear and tear.

SC would inform the PCC when remedial action had been costed. **Action: SC**

### **5.4 Replacement of roof sensors**

### **5.5 Replacement of short plastic downpipe above South Transept**

The same roofers, when selected, would attend to these two items.

VW sought formal authority from the PCC for the Standing Committee to select and approve quotes; and engage contractors for items 5.2 to 5.5.

MGr proposed, VP seconded.

**Carried unanimously.**

## **6. AOB**

### **6.1 Glass screen**

The insurers had provided about £16,000 to replace the screen. However, the designer had suggested the damage could be patched, which would be cheaper. This approach had been agreed in principle with Paul Thomson.

The artist and sculptor would visit the church to inspect the piece in September. If we went this route, any excess funds would be returned to the insurer.

VW proposed the PCC opt for the patch. KH seconded. **Carried unanimously.**

**Action: VW**

### **6.2 Closed-Circuit Television (CCTV)**

The meeting unanimously agreed that effective CCTV was urgently needed to mitigate the risk of further vandalism and theft. The DAC was aware of the need, but was concerned that any system was installed should not be visibly prominent or affect the roof-line. They had proposed a single camera on the tower.

GP observed that high visibility generally contributed to CCTV's effectiveness.

SC had spoken to Brian Rose of Homeguard Security, who had advised that two drainpipes would provide good cover. He counselled against choosing the smallest units on the market, as they would offer poor visibility and range; and suggested a minimum of two for effective cover including the car-park.

Despite the urgency of the matter, discussions with the Diocese had gone slowly.

KH suggested a courteous formal request which could be handled by someone else in the Diocese. SH advised he had tried this, but without success to date.

KH further suggested installing a GMS in the bell tower, linked to the sensors. If they were triggered, the GMS would send a text to pre-set mobile phone numbers. It would cost about £100 and be invisible.

No decision was reached. The matter would be discussed further at the next PCC meeting.

The Chair closed the meeting at 11.55am.

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Signed

19<sup>th</sup> September 2017