

Winchcombe Parochial Church Council
Minutes of the Meeting held on 13 Nov 23 at 7.30 pm in St Peter's Centre

Present: Geof Adlington (GA), Simon Andrews (SA), Elizabeth Atkinson (EA) (Secretary), Charlie Bagnall (CB)(Treasurer), Susan Crownshaw (SC), Susan Fleck (SF), Rosemary Hancock (RH), Felicity King (FK), David Penny (DP) (Chair), Judith Skinner (JS), Rob Stone (RS) Cathryn Wilcock (CW), Jane Wain (JW)

Apologies: Abbie Shurmer (AS), Trevor Upton (TU), Maxine Clare (MC)

		Action
1	Welcome and Opening Prayer: DP welcomed everyone and said the opening prayer.	
2	Apologies for Absence See above	
3	Approval of Minutes of last meeting The minutes of the last meeting were approved	
4	Matters Arising from Minutes of Last Meeting <ul style="list-style-type: none"> • Xmas Tree Festival: JS updated the PCC regarding the Christmas Tree Fair. There were now at least 15 trees and the opening of the Christmas Tree Festival will be 5pm on Friday 8 Dec to coincide with the opening of the Winchcombe Christmas Market. JS was asked to produce a note to go in the December magazine. • Winchcombe Abbey School Foundation Governor replacement: Still looking to recruit someone • PCC Complaints Policy: This has been amended to cover the omission that had been spotted. The revised copy is on the website. 	JS
5	Chair's remark's <ul style="list-style-type: none"> • DP informed the PCC that Shelley Hoban (Joint Music Director) has completed diocesan training to become a lay funeral celebrant able to take funerals on behalf of the Church. She is currently shadowing the clergy before taking a service herself. She is already a qualified celebrant but wished to offer her ministry within a church context. There will be a licensing service next year. • DP wanted to thank everyone who helped with the All Soul's service which went well. That included the Choir and Music Directors, the ministry team, and the welcoming and catering teams. • DP wanted to discuss the subject of offering same sex blessings within the Parish with the PCC and how much time should be allocated to the subject at the next PCC meeting. The PCC felt that they were able to give unanimous support to the Church offering same sex blessings without further discussion. DP explained that the Ministry Team had discussed the subject and were supportive even though not all members would want to be involved in undertaking the services. DP would find a way of giving the congregation an opportunity to ask questions and have a discussion but the decision would rest with the PCC to support the Ministry Team to go ahead and offer the services. 	DP
6	Finance: 6.1 Year Accounts to Date (Charlie Bagnall). (See Attachment 1) CB explained that there had been no major expenditure since last PCC and some good collections, so as of now we have a surplus for the year of c £23,000 but he expected the end of year surplus to be around £17,000. However, as previously pointed out, our surplus is not what it seems, because although we have grants for St Michael's roof, much of this money has been used already and we will have a bill next year of £46,000. 6.2 2024 Budget The bottom line of the 2024 budget shows a deficit of £70,000 plus due to the following factors:- a) As stated above, next year we must complete St Michael's roof at a net cost of £46k. Funds were raised for this, but they have been offset by ongoing expenditure. b) Next year we also plan to start paying for a Children's Ministry lead. This is budgeted at £12k for part of the year. It is a key plank in our strategy. c) In general, unless we see the hoped-for uplift in planned giving, I have no real expectation of income increasing. d) Meanwhile, costs continue to rise, especially parish share, utilities, insurance, salaries. So the reality is our running costs now exceed our normal income by more than £15k and that will worsen unless we do something The PCC agreed the budget while aware of the ongoing pressure to increase income 6.3 Diocesan Share The Diocese faces a shortfall of funding and a cost-of-living crisis and has asked the Deanery for a 9% increase in share for 2024. We agreed to pay £80,000 in 2023 so that will bring our Share in 2024 to	

	<p>£87,767. The PCC voted to accept the 9% increase but bearing in mind our projected deficit would not offer to help those parishes within the Deanery that were struggling to pay their Share.</p> <p>6.4 Finance Package: With the support of our auditor and our Church Wardens, CB has begun a subscription to ExpensePlus, a finance package especially for churches. CB is preparing for its use from January next year. So far, it is looking good. It costs £25pcm which is very good value. A concern was raised that there needs to be more than just the Treasurer who knows how the package works so that in the event of an emergency someone else can access and use the software. CB confirmed that there were additional signatories to the bank account so there was cover to access funds. However, he would think about cover for the finance package.</p> <p>6.5 Mobile card reader: A Sumup card reader has been acquired and resides in the Parish Office. It will be used at Christmas services.</p> <p>6.6 Display Boards: These will be displayed in each church to remind visitors of the cost of running our churches. These are almost complete.</p> <p>6.7 Funds and Investment Review</p> <p>A draft proposal for reallocating Fund statuses has been agreed and will be applied at the end of the year. The work on reallocating our CCLA investments will resume once we have- agreed the financial implications of the Strategy plan presented by Revd David and now under discussion, and approved our 2024 budget.</p>	<p>CB</p> <p>CB</p>
<p>7</p>	<p>Fabric Update:</p> <p>7.1: Christ Church: Nothing to report</p> <p>7.2: St Mary's: Nothing to report</p> <p>7.3: St Michael's: North Nave Roof Restoration: The total promised funding so far is 36k of the £55k total with two major (Nov 23) and one minor (Jan 24) charity still to reply.</p> <p>7.4: St Peter's:</p> <p>I. Quinquennial Review Repairs:</p> <ul style="list-style-type: none"> ○ South Aisle Roof Window seals: awaiting action by GA. ○ Repointing and Merlon Pinning: List B approval by DAC 31 Oct 23 for both projects. Contractors approached for work dates to be agreed. The weather is now too unpredictable for the merlon work and will now be planned for early 2024 as temperatures increase. ○ On 30 Oct FoSP agreed to fund the repointing (£5,575) and merlon pinning (£4,716 + contingency for total £5,500) projects. They would seek refund of VAT themselves. ○ Gloucester St West Wall Refurbishment: Town Council's Burial Committee have received stonemason's quotation and are still to discuss to agree work or to push forward to full Council for a decision. <p>II. Contactless Donations Machine Replacement.</p> <ul style="list-style-type: none"> ○ The PCC funded a Goodbox contactless donations machine through a Christian Aid promotion for siting by St Peter's entrance. It has brought in over £6,500 since 2019. ○ The original machine has had reliability issues The Parish Administrator has been in contact with them several times, but their level of support is much diminished from what it used to be. ○ Goodbox are not prepared to rectify the machine that we currently have but have offered to look at a new machine. For something suitable for a desktop, their pricing is £380 + VAT and delivery, plus a monthly service fee of £15. Transactions are charged at 1.59% plus 10p per transaction. There is a leasing option of £30 per month if taken over 36 months, plus a £30 payment for a shield to go round the device. ○ An alternative and, considered by the Parish Administrator, better option is the CollecTin device offered through Parish Buying. ○ Their pricing is also £380, but no monthly service fee when purchased through Parish Buying. The only additional cost is a SIM card to enable mobile phone donations as well as via a card at a cost of £42 + VAT for 12 months. The machine can be mounted to any vertical surface, has a colour display that will show a Sumup screen such as used for to collect for Michael Hand's sponsored walk. Shipping is advertised as free for orders over £50. Transactions are charged at Parish Buying favourable rates of 1.1% for debit cards and 1.3% for credit cards. ○ We have a Givealittle account already set up which has been used successfully and can be linked to the CollecTin system. There app is downloadable to the SPC office PC which should enable us to see what the machine is doing without needing to go into church. ○ The PCC was recommended to buy the CollecTin system to replace the current failing Goodbox. The PCC voted unanimously to replace the Goodbox system with the CollecTin system. 	<p>SA</p>

	<p>III. Future Heating Project (re-named St Peter's Integrated Project):</p> <ul style="list-style-type: none"> ○ The PCC is aware in general of the intention to look at how St Peter's is heated (the people, not the building) and the associated general intents regarding reviewing Lady Chapel set up as mentioned in the recent Parish Strategic Plan, and wider St Peter's future seating, lighting and audio-visual (AV) provision. DP and SA met with an architect (John Middleton) on 26 Oct 23, and it was agreed that an increased integrated approach was going to be required. ○ Consequently, SA intends to contact the DAC stating a general intent as noted in Attachment 2, with a view to asking the wider Parish for volunteers to join the integrated project to oversee specific elements of it. This being a bigger integrated project will allow SA and DP to step back as sponsors and strategic guidance givers, as well as allowing SA (or a better qualified person) to project manage the whole. Once the PCC has approved this approach, SA will issue such a request to the Parish. Concern was raised that the date to start work on heating improvements was slipping into the future. It was explained that the work on the heating, seating, cabling, AV and use of space were all interconnected and would take time, but would be phased. The fundraising through grants etc. could not begin until the faculty had been granted so pre-faculty expenditure will need to be borne by the PCC. ○ The PCC approved the integrated approach. ○ Regarding specifically progress with the heating project: <ul style="list-style-type: none"> ▪ Of the issued questionnaires to some 80 clubs and societies in Winchcombe Parish, some 30 replied but none said they foresee needing to use St Peter's as a space now or in the future. ▪ Heating project team visited Chedworth Church on 23 Oct to look at heating options put in place by DAC heating consultant. They are also arranging to visit St Philip and St James' Church, Cheltenham to investigate underfloor heating and St Lawrence's Church, Bourton-on-the-Water which has undergone a similar re-ordering but is of a comparable sized to St Peter's. ▪ The PCC will need to consider seating options as these impact heating decisions. The wider Parish may need to be involved in any future decision. <p>IV. Textile restoration:</p> <ul style="list-style-type: none"> ○ Offer made by a local restorers (Sue Bennet from the Arts Society, Evesham and Pershore) for textile repairs (£50 + material costs). After inspection of St Peter's, Advent frontal repair by Penny Kain will be done during advent. The Paschal white frontal will be offered for contract repair. Awaiting details from Christ Church and St Michael's. <p>V. Font Cover:</p> <ul style="list-style-type: none"> ○ JS updated the PCC. The dove for the font cover is now complete, as is conservation of the rest of the font cover. Our thanks to Jane Fletcher who came from Hertfordshire on 24th October and worked on it until 26th October ensuring that the newly carved and gilded dove blended perfectly with the painting and gilding on the rest of the cover. ○ Also thanks to Mark Howes who skilfully fitted the new dove and thanks to Felicity and David King who offered hospitality to Jane. ○ Jane did not charge for the work or materials used. The PCC agreed it would be appropriate for Jane to receive some sort of gift from the PCC in appreciation of her generous donation to St Peter's. A £100 token from a leading art supplies shop will be purchased and sent to Jane. 	<p>SA</p> <p>SA</p> <p>JS</p>
8	<p>Ministry</p> <p>I. Eco: Nothing to Report</p> <p>II. Pastoral Team: JS told the PCC there were about 20 people the Pastoral team were visiting. The PCC thanked Judith and her team for their work.</p> <p>III. Strategy Plan: Nothing to report.</p> <p>IV. Services: Nothing to report.</p> <p>V. Children and families: DP updated the PCC on the recruitment of a Children and Families worker. An advertisement had been drafted and required approval by the PCC. The PCC approved the wording of the advertisement. In answer to a question about where the advert would be placed, DP was investigating possible places and would be getting advice from the diocese, Bishop's Cleeve (who recently advertised for a similar post) and others.</p>	<p>DP</p>

9	<p>Deanery Synod Report: RS updated the PCC. Three Local Mission Teams have been established. They are centred in Winchcombe (led by Revd David Penny); Bishops Cleeve (Revd Tim Garrett); and Tewkesbury (Revd Nick Davies). A Pioneer Missional appointment is to be made in Ashchurch to address the large developments in this area.</p> <p>A “Reaching out to your local community” event was held at Bishops Cleeve Church on Tuesday 7th November. It was well attended and was encouraging.</p> <p>A Deanery Strategic Planning Awayday is being organised at Gloucester Rugby Club on 21st November to amongst other things build on the common understanding of deaneries within the diocese on growing faith, and lay ministry</p>	
10	<p>Safeguarding: Lynne Banks sent a message to the PCC that there was nothing major to report. An in-person safeguarding training was held on 5th October covering the Basic course - 4 people attended. We await certificates from the Diocese. She will be holding another training session on Tuesday 14th November at 9.30am covering the Foundation course.</p>	
11	<p>Social Committee/Events</p> <p>2023 Events (<i>Social Cttee lead in italics</i>)(Changes from last PCC meeting in Bold):</p> <ul style="list-style-type: none"> • 9 Dec: Octavo concert (Christ Church; Sue Fleck). • 18 Dec: Blue Christmas <i>wine/nibbles</i> (St Peter’s). • 8 -9 Dec: Winchcombe Christmas Shop Festival Parish Stall (Wendy Ruffle, Steve Carter, Rob Davies) • 8-10 Dec: Christmas Tree Festival: (St Peter’s; Abbie Shurmer). <p>Beyond Events:</p> <ul style="list-style-type: none"> • <i>Sat 10 Feb 24: Pudding Evening (St Peter’s).</i> • Spring 2024: Curry Evening (tbc). • <i>Sat 16 Mar 24: Progressive supper.</i> • Mar 24: Sudeley Castle/St Mary’s opening/transfer event (tbc). • 19 Apr 24: FoSP sponsored Glos Police Male Voice Choir (St Peter’s, FoSP). • <i>Tue 23 Apr 24: St George’s Day lunch Ploughman’s Style (St Peter’s tbc).</i> • 3-29 Jun 24: Book Fair (Kate Robinson). • 21-30 Jun 24: Midsummer Festival. • 21 Jun 24 (now confirmed): St Peter’s Choir Concert. • 29 Jun: Parish Fête (Stewart Aylward; he may also do 2025 and 2026 dependent on how this fete goes). • Jul 24: Sudeley Castle/St Kenelm Pilgrimage event (tbc). • <i>Oct 24: Harvest Sunday Bring and Share lunch (St Peter’s).</i> • Xmas 24: Sudeley Castle/St Mary’s Carols and candles service (tbc). 	
12	<p>Business from around the Parish</p> <ol style="list-style-type: none"> i. Gretton/Greet/Gretton Fields (Sue Fleck) <ul style="list-style-type: none"> • Christ Church: <ul style="list-style-type: none"> ○ Still seeking an organist for fourth Sundays. ○ Wildflower areas to the rear have been cut down – Ian Humphreys doing a good job of keeping the churchyard tidy. ○ Despite weekly telephone reminders, still awaiting stump grinding by Chris Arnold. ○ Christmas concert by Octavo to take place on Saturday, 9 December. As this is a completely different concert to the one delivered at St Peter’s, it is hoped that the St Peter’s congregation will support. ○ Still awaiting news of having a smart meter installed to avoid having to read the meter each month. • Gretton Village Association: <ul style="list-style-type: none"> ○ SF has stepped down from the GVA but Fiona Williams has replaced her. ii. Stanley Pontlarge <ul style="list-style-type: none"> • St Michael’s – Nothing to report iii. Winchcombe <ul style="list-style-type: none"> • St Peter’s (Robert Stone and Simon Andrews) <ul style="list-style-type: none"> ○ Richard Sharp has agreed to join the verger team to assist with weddings and funerals. He will be shadowing on 28th November before working on his own on future occasions. Additional volunteers would be welcome. A fee is payable 	

	<ul style="list-style-type: none"> ○ FoSP Meeting 30 Oct: SA, DP and RS attended the FoSP meeting. In addition to St Peter's QR and bells works funding already mentioned, the main points were: <ul style="list-style-type: none"> ▪ As at Sep 23, total funds were £96,067.31 with some £570 still to be added. This is an unusually high figure; historically it has been in the £40k mark but accounted for by impacts of Covid and few request from the PCC. ▪ Baptism and wedding packs will have FoSP invitation information included. ▪ SA gave a detailed overview of future intentions as described in Attachment 1. ▪ Open Gardens on a date in Jun 24 may not be viable as last conducted (2019) but FoSP will look at how to adapt and seek a lead for the event. ○ Stewards: Lynn Gorman reports "Once again we can report a good period where visitors came from all over the world with the UK topping the numbers. Unfortunately, two stewards, Peter and Carol Harris, have found it necessary to retire after many years of faithful service but the good news is that we have three new stewards namely Richard Sharp, John Williams and Sarah Talbot. If anyone else would like to join the Stewards' team we would be delighted to welcome them. May I take this opportunity of thanking everyone for their support and just mentioning or reminding everyone of the blue light under the Stewards' desk which, when pressed, turns red and the Steward will feel lots of lovely warmth radiating out. After 20 minutes it turns itself off. Once again, a big thank you everyone." ○ Burial Ground Consecration. Details are awaited from Winchcombe Town Council via RS. ○ Christmas Trees: 2 x Rotary Xmas Trees due for outside the Porch entrance on 26 Nov. Philip & Pat Barton have confirmed they will again donate and decorate a tree for inside ideally before 15 Dec's Child Soc concert. ● St Mary's (Simon Andrews) <ul style="list-style-type: none"> ○ As of 3 Nov 23, Alms box collection produced £348.07, for a total of £943.20 in 2023. It will be emptied after the Castle closes on Sun 5 Nov. ○ Future: As at 1 Nov, Church Commissioners were still awaiting Bishop Rachel's agreement for their wider stakeholder engagement to start. It is still hoped to start it in Nov 23 and so the transfer could be completed by end 2023 or early 2024. Afternote: The Church Commissioners have issued the proposed Pastoral Scheme for the transfer for wider stakeholder engagement with comments to them requested by 18 Dec 23. ○ Upon transfer, the Alms Box and two Parish signs saying that St Mary's is owned by the PCC will be removed. The PCC agreed to dispose of them ○ Meeting between Lady Ashcombe and Revd David. See Attachment 3 for meeting notes. The major issue at Para 2a of the transfer of the current PCC fee for weddings and funerals to the Castle is being investigated by SA via the Archdeacon and Diocesan Registrar. ● Churches Together (Robert Stone) <ul style="list-style-type: none"> ○ Dates of our churches' Christmas Services will be published in the Winchcombe Shopper on Monday 27th November 2023. ○ Churches Together has a financial shortfall so a request will be made for all four churches to contribute to the £110 cost. The PCC agreed to provide funding of £27.50. ○ A consultation is being carried out to gain views on publishing a third edition of the Health & Wellbeing Guide. ○ Meeting Point (coffee biscuits and chat) has moved to the Guide Hall. Volunteers to keep this weekly gathering operating on Thursday mornings would be appreciated. Contact Linda Pike on 300725 ● Winchcombe Community Network (Simon Andrews) <ul style="list-style-type: none"> ○ Nothing significant to report 	<p style="text-align: center;">RS</p> <p style="text-align: center;">SA</p>
13	<p>Communications</p> <p>I. Correspondence –</p> <ul style="list-style-type: none"> ● Childswykhams Parish Transfer to Worcester Diocese: Objections raised following the consultation have been reviewed and overruled by the Church Commissioners, so the transfer will go ahead. 	

	<ul style="list-style-type: none"> Letter from the Diocese of Gloucester Academies Trust (DGAT) with notice of consultation on Trust's Admission Policy. This is to bring all of the schools under a common framework. Following discussion and explanations, the PCC raised no objections. <p>II. Social Media Nothing to report</p> <p>III. Magazine: Cathryn Wilcox informed the PCC that the Magazine Team are using the surplus copies of the magazine each month (about 25) to give complimentary copies to the new housing areas where there are very few subscribers.</p> <p>IV. Confidential items: Nothing to report</p> <p>V. Email Decisions:</p> <p>St Peter's Bells Maintenance (29 Oct 23).</p> <ul style="list-style-type: none"> List A approval has been given by DAC and works are being requested for Feb 24 lasting 2-3 weeks but to be completed at least two weeks before Easter. On 30 Oct 23, the FoSP approved up to £1,500 to contribute to the funding of the maintenance works (£2,360 + VAT (£2,596)). With up to £925 in the PCC's bells maintenance fund, which leaves some £170 as a minimum to be found from external grants which the bell ringers have applied for. The PCC approved the allocation of the £925 PCC element towards the total cost. 	
14	<p>AOB</p> <p>DP requested that in future any AOB should be notified to him and/or PCC secretary at least 48 hours before the meeting</p> <p>Wedding & Funeral PCC Fees Review Change. In the past, the PCC has reviewed the PCC entitled element of wedding and funeral fees early in a year. To make it more meaningful to our following year budget planning timeline, it is intended to move this review to August by the responsible persons for confirmation by the PCC at their Sep meeting and so be available for planning for the following year's budget and its approval at the November PCC meeting.</p>	EA
15	Dates of Future PCC Meetings: 2024: 15 Jan, 11 Mar; 13 May; 15 Jul; 16 Sep; 11 Nov. All at 7.30pm at St Peter's Centre.	
16	The meeting closed at 21.05 with all saying the Grace.	
<p>Approved: _____ Date: _____</p>		

Attachments:

1. Winchcombe Parish Budget 2023.
2. Letter to DAC
3. Notes of Meeting with Lady Ashcombe

ATTACHMENT 1

Winchcombe Parish Budget 2024

Code	Description	2023 Budget	Budget to Oct	Actual to 6/11/23	Forecast to FY23 year end	Draft Budget 2024	Notes
1	Total planned giving	£62,000	£51,667	£48,204	£57,844.80	60,000.00	Hope for increase but plan for current trend
3	Other collections at services	£6,000	£5,000	£5,627	£6,752.40	6,000.00	Assume current levels continue
5	Other Giving & Donations - Non-Recurring	£7,650	£6,375	£11,733	£14,079.60	14,000.00	Assume current levels continue
6	Special Appeals	£0	£0	£534	£534.00	500.00	Nothing planned
7	Gift Aid Tax receipts under direct Stewardship	£15,000	£12,500	£14,141	£16,969.20	15,000.00	Hope for increase but plan for current trend
8	Legacies received	£15,000	£12,500	£16,250	£16,250.00	500.00	None known
10	Non-Recurring Grants	£3,750	£3,125	£15,286	£15,286.00	2,500.00	No specific forecast for 2024.
11	Fund Raising Events	£6,000	£5,000	£7,089	£7,089.00	8,000.00	Set challenge to social committee! NB FY23 includes M Hand GHCT
12	Dividends & Interest	£10,000	£8,333	£8,760	£11,000.00	12,000.00	Should be more because of higher interest rates
13	Income from Properties	£3,000	£2,500	£120	£180.00	-	
14	Net Parochial Fees Income	£12,000	£10,000	£9,108	£9,108.00	8,000.00	Assume follows current downward trend
15	Bookstall, Magazine etc	£5,600	£4,667	£3,806	£4,000.00	6,000.00	
17	Income from other Church Activities	£50	£42		£0.00	-	
21	Service Fee Reimbursement by DBF	£1,500	£1,250	£1,920	£1,920.00	-	
22	Other Income	£12,500	£10,417	£11,935	£12,000.00	12,000.00	Includes VAT reclaims on major repairs
Total Income		£160,050	£133,375	£154,513	£173,013	£144,500	
30	Fund Raising Costs	£-400	£-333	£-290	£-348.00	£-400	
31	Donations/Grants to Charities & Mission Giving	£-2,400	£-2,000	£-675	£-2,400.00	£-3000	NB 2023 donations not yet made by committee
32	Parish Share	£-80,520	£-67,100	£-67,100	£-80,520.00	£-87767	Assume current year plus 9%
33	Salaries & Wages	£-15,000	£-12,500	£-12,929	£-13,950.00	£-16000	Assume 7% increase for next year
34, 35 & 3	Clergy and Other Expenses	£-3,000	£-2,500	£-1,159	£-1,390.80	£-2000	
37	Local Mission and Evangelism Projects	£-300	£-250	£-815	£-978.00	£-300	
38	Children/Youth Work costs	£-400	£-333	£-275	£-330.00	£-12000	Youth worker cost requested by DP - only from Sept 2024
39	Insurance costs	£-13,000	£-10,833	£-12,045	£-13,140.00	£-15000	Policies have gone up and will go up again
40	Cleaning costs	£-600	£-500	£-320	£-384.00	£-400	
41	Minor Repairs/Routine Maintenance	£-2,500	£-2,083	£-8,256	£-9,907.20	£-5000	Can we keep this down next year?
42	Administration costs	£-2,500	£-2,083	£-4,920	£-5,904.00	£-3000	Can we keep this down next year?
43	Other Church Expenses/Provision of Services	£-1,750	£-1,458	£-3,055	£-3,666.00	£-3500	Includes £1000 for IT requested by DP
44	Churchyard Maintenance	£-1,600	£-1,333	£-2,795	£-3,000.00	£-4000	Mowing costs have increased
45	Flowers	£-200	£-167	£-320	£-384.00	£-300	
46	Music costs	£-2,650	£-2,208	£-1,869	£-2,242.80	£-5000	£350 into music account as done before. Added known items - tremulant, sticky stop £2,500
47 & 48	Utilities (incl Heat, Light and Water)	£-12,000	£-10,000	£-6,725	£-8,070.00	£-14000	Electricity is fixed till near end of 2024. Gas is up £3600
49	Costs of Trading	£-4,750	£-3,958	£-3,840	£-4,608.00	£-5000	
55	Service Fee Remittance to visiting Minister	£-1,800	£-1,500	£-1,920	£-2,304.00	£-150	
57	Deanery Costs	£-100	£-83	£-16	£-19.44	£-100	
58	Sundry Expenses	£-250	£-208	£-52	£-62.40	£-250	
59	Major Repairs/Redecoration to Church Building	£-2,000	£-1,667	£-1,837	£-1,837	£-46000	Assumes current known works covered by FoSP. FY24 figure is only for Stanley P roof.
60	Major Repairs/Redecoration to other properties	£-100	£-83	£0	£0.00	0	
61	Other major repairs/expenses	£-500	£-417	£0	£0.00	£-500	
Total Expenses		£-148,320	£-123,600	£-131,213	£-155,446	£-223,667	
Net Surplus/-Deficit to date		£11,730	£9,775	£23,300	£17,567	£-79,167	

ATTACHMENT 2

----- Forwarded message -----

From: **Catherine & Simon Andrews** <andrewsinportugal@gmail.com>
Date: Mon, 30 Oct 2023 at 18:14
Subject: St Peter's Church, Winchcombe: DAC Advisory Visit Request - Potential Future Re-ordering
To: Dana Delap <dana@delap.org.uk>
Cc: David Penny <revdpenny@winchcombeparish.org.uk>, The Churchwardens <churchwardens@winchcombeparish.org.uk>, PCC Treasurer <treasurer@winchcombeparish.org.uk>

Dear DAC,

The PCC in Winchcombe has for sometime been considering elements of the re-ordering of St Peter's Church including: review heating arrangements, seating provision, audio-visual provision and lighting.

These are clearly inter-related activities and we are seeking advice as to how best to go forward with this wider project.

We have already had a visit from and a number of useful discussions with the DAC's heating advisor together with visits to churches that already have heating, lighting and seating solutions in place. We have also had an initial discussion with a DAC approved architect and now want to pull together a more integrated project team to complete the works as a whole entity but in the following possible phases:

- Phase 1: the provision of a multi-functional, stand-alone space. This could be used as a children's play during services, and wider meetings and activities. Having looked at the feasibility of spaces within St Peter's, our current view is that our Lady Chapel is a strong contender noting the need for soundproofing, heat retention, and suitable lighting for both the space and choir areas adjacent to it.
- Phase 2: whilst our gas boiler is still working, the future provision of a heating solution that heats people rather than the building. Our research so far shows the need for a hybrid solution, likely electrically based. It is appreciated that any desired seating solution (pews/seats) would dictate some heating solutions being unviable.
- Phase 3: appreciating there are heating solutions that are able to also provide lighting, we would seek to provide a new system that is more energy efficient than the current one.
- Phase 4: noting that any heating system is likely to be electrically based, we wish to upgrade our current audio-visual provision including the removal of older evolutionary installed cabling but taking advantage of electrical ducting that the heating solution may offer.

Acknowledging the length of time required for consultation, we are hoping that completion of Phase 1 might be achievable within the next 24-36 months and the whole within the 48-60 months. As an integrated project, we are likely to seek a single large grant rather than try for drip fed applications for multiple medium size grants over time and would appreciate advice over this.

Accordingly, we would like to arrange a visit by relevant DAC staff to discuss our thoughts in situ in St Peter's and so help us better understand a way forward.

I look forward to your feedback.

Simon Andrews
Churchwarden, Parish of Winchcombe

**The Parish of Winchcombe
St Peter's Centre
Gloucester Street
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Becky Elvin, Sudeley Castle Operations Manager
Annie Quinton Smith, Sudeley Castle Events Manager
Revd David Penny
Parish Fees Focus
Parish Office

23 October 2023

MEETING WITH LADY ASHCOMBE 19 OCT 23: POST MEETING NOTES

The Revd David Penny and Simon Andrews met with Lady Ashcombe and Sudeley Castle's events lead, Annie Quinton Smith, on Thu 19 Oct 23 to discuss issues of mutual interest including those relating to St Mary's church. The following notes and actions were taken from the meeting:

1. Possible events in 2024 using St Mary's:
 - a. A combined service and event to recognise the transfer of St Mary's (tbc but likely early Jan 24) and re-opening of the Castle (11 Mar 24), and then Castle closing in late Oct. This could be a future Castle open/close annual events for Castle staff. **Action:** Castle to propose 2024 dates soonest once transfer and closing date confirmed.
 - b. St Kenelm's pilgrimage. His feast day is Wed 17 Jul. **Action:** Once Parish knows a confirmed pilgrimage date (20 Jul 23 tbc), the Parish will inform the Castle with a view to Kenelm's Well being prepared in time by the Castle and discussions over parking and a pedestrian route to the well. Beyond 2024, this might also involve the use of St Mary's church.
 - c. Christmas service for Castle staff. **Action:** date tbc by Castle after deconfliction with Spectacle of Light event.
2. Statutory Fees:
 - a. The Parish is to explore the transfer of the current PCC element of funeral and wedding statutory fees relating to St Mary's to the Castle. **Action:** Parish.
 - b. Baptisms.
 - (1) There has been earlier verbal agreement between David and Annie that baptisms in St Mary's for 'entitled' people would be done at timings (10am and 4pm) that minimise impact on public access to St Mary's when the Castle is open.

(2) Whilst baptisms will remain free from any Statutory fees, the Parish understands the Castle may have some facilities charges (eg, photos taken in the Castle's wider grounds outside St Mary's) post transfer of St Mary's payable direct by all baptismal groups. It was further noted that the Castle may also make other charged facilities available (eg, for receptions). **Action:** Castle to forward proposed fees for Parish comment with a view to Parish warning baptismal parties of likely fees.

3. Events General:

a. St Mary's Evening Service (Annually on 4th Sun Apr-Sep):

(1) PCC agreed dates for 2024 will be forwarded separately. **Action:** Parish.

(2) Access to service is available to Castle visitors. **Action:** Castle to advertise accordingly.

(3) Parish to encourage attendance by Parishioners. **Action:** Parish.

(4) Service start time to start at 4pm rather than 4.30pm as noted in extant Castle/Parish agreement document. **Action:** Parish & Castle.

b. Castle Input to Prayer Stations. The Castle is invited to consider input into prayer stations (likely in St Peter's Church) that suit any activities the Castle is promoting. Eg, if a falconry display was planned, adding a relevant display as part of an eco-based prayer station. **Action:** Castle to forward such activity intentions to the Parish in order for the Parish to identify relevant prayer station periods.

c. Advertising: the Parish will continue to advertise suitable events when requested by the Castle.

Simon Andrews
Churchwarden
Parish of Winchcombe