**FRIENDS OF DROXFORD CHURCH**

**Trustee Meeting Minutes Monday 18 September 2023**

**In the Community Room**

Present: Tony Hoile, John Symes, Sally Sturt, June Kershaw, Jeff Hooper, Nick Capon and joined by David Fowler and Sandy Ballie-Strong.

1. Apologises: John Dryden-Brownlee. We welcomed David Fowler who had expressed an interest in joining the Friends.
2. Reiteration of good practice at meetings and reconfirmed the accepted values, namely love, community, inclusion, enthusiasm, and trust.
3. Minutes of the meeting 12 June 2023 were approved. Specific thanks were given to SS for preparing the minutes and collating the documentation regarding all the sub-groups and specialist teams.
4. Building: See the minutes of the Joint fabric and maintenance group 31 August 2023.

It was agreed that written instructions were needed to proceed with the first two categories detailed in the Quinquennial review and the recommendations, in total £6500. The PCC minutes available were not sufficiently specific in order to proceed. JH confirmed that £5K of PCC funds was ring-fenced for maintenance. It was agreed that FODC would contribute £1.5K. Accordingly, JH confirmed that these minutes could provide the written instructions to proceed with the recommended works as above. {Post meeting note *Following the meeting at which JH confirmed PCC quinquennial funding of £5000 from the “Allcard” deposit, he contacted TH to say that he had been reminded by Harry Martineau that the deposit was an endowment not a bequest, as was first thought.*

*Thus, only income derived from the endowment could be drawn upon and Harry would determine what figure is available. This together with proceeds from the current Stewardship campaign would be the basis of the revised funding.*

*TH has been advised subsequently that a figure £2000 will be the maximum available at present. Quinquennial items will therefore be prioritised within this financial restraint (further sums may become available from the proceeds of the current Stewardship campaign - TBA)*.}

DCH had kindly conferred a grant of £1400 which was already with the PCC for repairs to the church heating. This was separate to the sums noted above and TH will proceed with this.

Emergency tower lighting was agreed as very pressing, and a revised quote was being obtained by TH.

A fire evacuation plan ought to be considered and even if not mandatory, it was good practice to have one given the increasing numbers of persons present in the church. Refer to JDB.

DF to try and repair the kitchen tap. DF to liaise with TH or SS for access.

1. Finance: see minutes 12 September 2023.

It was agreed to ask Sandy to become a Trustee. SS to liaise with Sandy regarding this appointment and to record any changes to FODC essential data. David suggested an encrypted system for storing such data. It was agreed that NC would remain as chairman of the Finance sub-group.

It was agreed that £2.5K could be allocated to the AV project. It was agreed that internal security for some of the AV would need to be arranged.

NC to thank DCH for their grant.

1. Specialist Teams:

AV – Colin Richardson had prepared an excellent status summary. A further quote was being obtained by Colin. NC to liaise with Colin to see if grants from WCC or our County Councillor could be sought to make up the shortfall between £8K currently allocated and the total once known. It was agreed to send thanks to Colin for his unstinting energies to this project and NC to action. JH advised that the project has much support from the PCC.

Churchyard – With reference to the minutes of 12 June 2023, Bonnie Hamilton had submitted an application, with the encouragement of FODC, to DCH for funds relating to tree surgery. The application was successful and FODC are holding £1K for graveyard tree pruning. Bonnie, following her appointment by the PCC as Custodian of the Churchyard, had submitted initial written projects, including the tree pruning, to FODC in order to seek their support. It was agreed by FODC that the projects merited consideration but requested a large schematic of the churchyard with the projects noted thereon. JH advised that the PCC had requested a multiple year plan from Bonnie.

It was also agreed that obviously this has considerable overlap with other relevant parties and stakeholders, namely Health and Safety Officer appointed by the PCC (JDB), DCH (Wilfrid's cafe), SDNP, Parish Council footpath officer, appointed church architect (JDB) and the neighbours. As a consequence, it was agreed that considerable communication and liaison with those other parties is required. It was agreed that there should be discussion with all stakeholders with a view to reaching an agreed plan and approval from the PCC before proceeding further. TH to refer back to Bonnie.

In the meantime, as safety was of concern regarding some of the trees, that aspect will be given the highest priority. Bonnie to action, on behalf of the PCC, in consultation with JDB.

CCTV – Not discussed.

1. Communications: see minutes 5 Jul 2023.

It was agreed that rather than a questionnaire, a leadership meeting would take place reviewing internally the adherence to the strategy plan. JK to progress.

It was agreed that the ongoing projects of the AV, churchyard, and digital heritage (see below) could be developed to create an FODC project template which could then be applied to subsequent projects.

1. Heritage

JS advised that Adam Sinnott had been enthused to apply his skills in creating a heritage website. A project proposal had been submitted by Adam. JS and JK had attended a meeting on the “Swing Riot 200 Anniversary of 1830” which is being planned in 2030. Significant connections could be envisaged between the FODC digital heritage and the Swing Riot digital offering. JS to respond to Adam.

1. Events: see minutes 5 July and 7 September 2023.

Events ongoing. Ticket sales for the play rather slow due to the play eliciting a marmite reaction. JK to progress setting a date to meet James re DD and Country Fair.

1. Update on others:

PCC – Stewardship requests had been made following the Harvest lunch. David Issac is getting involved to facilitate communications within the PCC and the functioning thereof. The Archdeacon is visiting Wilfrid’s to meet interested parties around the church (i.e. FODC, DCH and bellringers) and meeting the PCC separately. Interviews are ongoing for the post of rector, predominantly at Swanmore but who will serve our parish.

DCH – Grants distributed and noted that in total the church received greater than 50% of that available.

Bellringers – The bellringers had raised sufficient funds to straighten the tenor clapper and that was proceeding mid-October. Following which the bells would be measured and muffles made, again from funds raised by the bell ringers.

10. Strategy Plan: see 7 above.

11. AOB

Other parishes were very interested to learn of the success of building the Annexe and the café. Sandy had been approached by East Meon who wished to learn more. It was agreed Sandy could provide the foundation documents and JS advised that he would chat to his personal contact at East Meon.

12. Date for the next meeting: 20 November 2023 at 7.30pm in the Community Room.