**A stained glass window with people working

Description automatically generatedFriends of Droxford Church**

**Minutes of the**

**Trustee Meeting Monday 7 April 2025**

**in the Village Hall**

Present: June Kershaw, Tony Hoile, Sally Sturt, John Symes, Adam Sinnott, Sandy Baillie-Strong and Paul Cooper.

1. Apologises and Welcome.
2. Reiteration of good practice.

June summarised as requesting respectful conduct.

1. Minutes of the meeting 18 November 24 were approved.
2. Update on others:

PCC – A) Much focus was on the heating. TH and PC advised that the heating was undergoing a flush from which early indications were positive but awaiting testing. As a consequence, it is assumed that we are no longer in an emergency situation and now have more time to plan for the optimum long-term solution to be implemented within 5 years. That solution linked with the church strategy and net zero requirements.

PC is in the middle of temperature and humidity testing. One test involved an overnight heat to establish what the platform temperature might be. It’s more than possible that such extended heating will only result in a platform temperature which is still not sufficient to be comfortable. The test results will determine need. It’s possible that the current system can be upgraded, but none the less thermal insulation measures are part of the long-term solution. All of which will incur considerable funds and so active fund raising is still needed. In the interim, fingers crossed that there is life yet in the system. Whenever there is a function, set the heating for a n extended period beforehand and if necessary, charge hirers accordingly. Action PC for test analysis and TH for flush completion. JK and JS to maintain fund needs.

B) TH proposed that the church has a framework contractor as a single point of contact for quoting and implementing maintenance. Whilst this may sometimes incur additional costs, such a contractor would enable knowledge and experience to develop and provide continuity of support which will be invaluable moving into the future. TH proposed a company Shield Building Services of which he has had extensive experience and TH declared an association. TH undertakes quotes for SBS and would do so for the PCC if SBS are chosen. It was agreed for TH to explore with SBS a business proposal and report back and where appropriate liaise with the JFG. Action TH to proceed.

Independently, PC will undertake market quote testing on an ad hoc basis but preferably initially to demonstrate independence and then subsequently without impacting on speed and ease of works being completed. Action PC to undertake independent quote testing.

C) Solar lighting from the Square to the church to be implemented.

Deanery – An Area Dean has been appointed. Action JS to send email address to SS to provide an introduction on behalf of FODC and invite to the talk.

Wilfrid’s Cafe – Margaret had been approached to support the heating needs. Initial feedback would be that this was preferred via grants from surplus profit, Guidelines for costs and charges to be drafted by JS and SS and sent imminently. It was agreed to develop the guidelines much earlier and TH to ensure the Finance subgroup do this January 2026 and then annually in January. Action JS, SS and TH

Bellringers – The bell works to install a replacement wheel on bell 1 and upgrade all the pulleys together with improving rope pull on bell 2 is almost complete.

1. Finance Sub-group: (NB contrary to the agenda only one meeting in March)

SBS had opened a 30-day notice account for our reserve. If asked by the PCC, it was agreed that FODC would provide £5K for maintenance. SBS to move £500 from unallocated to allocated in the maintenance fund.

It was requested that the printer is bought as soon as possible by the heritage subgroup.

1. Building Sub-group:

See above under Update on PCC A).

1. Specialist Teams:

During testing, Nick considered that better sound quality could be achieved. This came with considerable costs. It was agreed not to choose the upgraded speakers (post meeting note Colin’s report was unclear as to whether the upgraded speakers were worth it). It was accepted that a mixing desk was an unaffordable luxury. In essence, it was agreed to accept Colin’s recommendations.

Security for the new kit is high priority. This was originally under the auspices of Peter Richardson but TH has taken this on. Action TH to advise Colin and work out a security solution.

1. Communications Sub-group:

Lots of progress which is reported in the minutes including planning a donor and volunteer programme. The website was a significant development and more changes were planned. A content pyramid for all communications had been designed but yet tested.

1. Events Sub-group:

The Angela Findlay talk was in final stages of planning with strong ticket sales. The dance lessons and Amy Baker singing live was likely to be more difficult to attract ticket purchases due to last year’s supporters having a conflicting engagement. It was agreed to shift the publicity for “The Fifties” dance to the “Amy Baker” concert as per last year. Action All Trustees requested to recruit one other couple to at least one if not both the dance lessons or Amy Baker concert.

1. Heritage Sub-group:

A meeting is imminent. Action JS

Old printer to be dealt with and new printer purchased. Action JS

The History Group have a talk Thursday 24 April.

There are lots of events to mark Jane Austen’s 250th anniversary of her birth. Droxford has various connections to Jane Austen including a great niece buried in the church and other family members identified in the crypt.

Swing Riots have a number of events.

It was agreed to publicise these heritage events on our website and possibly with links. Action JK to send content to AS.

1. Strategy review:

This wasn’t discussed but agreed that this would be one of the top priorities at the next meeting. June asked for all Trustees to review the Strategy Review and make notes and comments in advance of the Trustee meeting in June. Action All Trustees

1. AOB:

Further information wasn’t available regarding the Mothers Union banner replacement. It was agreed that FODC would like to support but full information is needed. In many cases, such a request would be better to submit as a grant to Wilfrid’s. Action JK to revert to Stewart.

TH advised that when the annexe was planned and built, JDB dealt with the archaeological requirements. This included instructing the Southampton City Archaeological Team to implement a Written Scheme of Investigation; nearly all of which was effected meticulously aside from the final report regarding the drainage works. The planning department had sent a letter to JDB last summer informing that conditions 6 and 7 were not yet discharged. Following JDB’s death, the letter was sent to TH. TH researched and supplied as much information as possible, but it was insufficient. TH has liaised with Michael Chandler; our local archaeologist and they are preparing a submission to satisfy that the conditions had indeed been implemented in full but that a report of which had slipped through the net. Action TH to proceed

13. Date for the next meeting: the AGM on Monday 16 June 2025 in the Community Room.