

**Thornthwaite, Braithwaite and Newlands Parochial Parish Council**  
**Minutes of TBN PCC Meeting 8<sup>th</sup> September 1.30pm, St Herbert's Church Hall**

*Date/ Time of Next PCC Meeting: Wednesday 6<sup>th</sup> October 1.30pm*

Attendees: Andy Murphie, Don Thoburn, Anne Thoburn, Anthony Simpson, Roy Butcher, Hannah Roberts, Mary Wardle

Apologies: Robert Canham, Alison Biggs

1.0 Prayer

2.0 Minutes of Last Meeting agreed (19.07.21)

3.0 Finance

RB presented treasurer's report to members of the PPC.

The main points considered were as follows:

Chris Macleod (Chartered Accountant) to be appointed as independent examiner for 2020 accounts. This will be completed at a cost of £360 (inc VAT).

Changes to bank signatories have not been completed as yet, awaiting updates from Colin Grant, Barclays and HSBC.

Gift aid application for 2020 will be submitted within the next 2 weeks, it is expected to raise relief totalling approximately £3600.

JAP applications in respect of tree felling and wall repairs have already been submitted to JAP and are awaiting final approval.

Sum Up/ Just Giving card machine should be fully operational and in situ at St Mary's within the next week.

Budget 2021: It is apparent that there will be a deficit of approximately £8000 when trying to meet the Parish's financial obligations for this financial year.

Options to meet financial obligations include the following:

- Reviewing standing orders and variable costs such as utilities.
- Seek payment holiday from Parish Offering.
- Renegotiate/ Consolidate Braithwaite loan to include future necessary structural works at St Mary's – Approach JAP Trust to ascertain whether in principal they would be happy to meet the costs of any such loan. Note: AM has discussed the prospect of consolidating loan with Ric Jaques (Head of Finance: Carlisle Diocese) who has indicated that this course of action would be given due consideration.
- Re-evaluate current fundraising activities.

4.0 Buildings

4.1 St Mary's:

- Drainage: Ian Wells Architect has completed plans for existing drainage and proposed solutions as per request by Richard Pratt. This has been completed at a cost of £180 plus VAT. This invoice will be submitted to JAP trust for approval and payment.

Site meeting at St Mary's Church with Tweddle and Slater (Civil Engineers) held on 8<sup>th</sup> September 2021. Discussed options for drainage solutions at St Mary's (current relative humidity levels in church not compatible with organ/ structural integrity etc). Tweddle and Slater to provide report with full technical specifications as regards ideal drainage solution (based on full environmental modelling). Report will be submitted to JAP trust for consideration.

- Organ: Site meeting with Mike Town at St Mary's Church on 06.09.21. Organ should not be re-sited until full structural works have been completed internally (walls) and relative humidity is maintained between 55-75%. Likely to require new plinth on re-siting. Grants may be available to help with organ restoration costs, which will need exploring. Organ to remain at Harrison and Harrsion in interim. Restoration costs currently estimated cica £45,000 plus Storage at £1200 per year (storage costs will be increasing in current year).
- Windows: Plastic sheeting and mastic now removed and galvanised grills in situ (works completed by Albion Glass). Window repairs needed to double window in south Transept. Awaiting quote from Albion Glass and subsequently JAP approval.

#### 4.2 St Herbert's:

- To defer Quinquennial report at present until Diocese issues reminder. Likely nil outstanding issues as 'new build' and structurally sound.

#### 4.3 Newlands:

- Water/ UV filters last replaced 2 years ago, now requiring replacement at some stage. Quote obtained from Spring Hill of approximately £250. Decision to place on hold at present and reconsider next year as kitchen will not be in use when Newlands tea services have finished.
- Ventilation needs to be increased as per QR report findings. At present wooden mezzanine flooring is blocking natural ventilation via windows. Quote to be obtained regarding removing section of flooring to facilitate ventilation.
- Current problems regarding mould deposits on walls. Will need treatment prior to commencement of any painting and decorating. To provide PW with update.

### 5.0 Reports and Correspondence

- To consider reinstatement of Parish Newsletter at subsequent PPC meetings.

### 6.0 Services

AM and RC to liaise to allow for later service times within the parish. Update in due course.

### 7.0 Meeting closed with a Prayer.