

## **Project Meeting- Thursday 16<sup>th</sup> April.**

**Present:** Nick BB, Jeff, Nick M, Chris.

**Apologies:** Simon, Katie.

## **Main item was to prepare a note for Nick to report to PCC on Monday 20<sup>th</sup> April.**

The note prepared is below.

### **Suggested resolutions in bold**

#### **New heating & electrical systems**

Due to the boiler completely breaking down, our heating proposals are top priority, and the project team is not working on any other aspects of the project other than ongoing ones until the heating proposals have progressed.

Faculty situation- responses have been made to questions and clarification required by the Heating Advisor. It is hoped that the faculty application will soon be in a position to be reported to the DAC committee with the endorsement of the Heating Advisor.

The contractor with the lowest estimate was not certified (NICEIC) and was not acceptable to the DAC.

So, we are recommending we go with the second lowest estimate which was from JCW Electrical Installations who are NICEIC members and are approved for both commercial and domestic electrical installations of all types.

Several meetings have taken place with the firm who have been very helpful in supplying information for us to answer questions from Heating advisor.

DAC advisor has confirmed that they are happy with JCW Electrical Installations, so the project team **are recommending that the PCC confirm JCW as the Church's preferred heating and electrical contractor.**

The church insurers require any new pew heated cushions to have the kite-mark. Existing ones do not have that mark so new ones will have to be bought through the parish buying system which does have the kite mark, but they are lot more expensive.

We did get net zero carbon funding of £1274 which needs to be match funded- giving a total of £2548 which would enable us to buy 13 cushions.

Once the faculty for the heating and electrical work is received, **the PCC are recommended to go ahead and buy 15 cushions those through the parish buying scheme.**

### **LED lights**

The DAC new electrical advisor has asked for details which include any emergency lighting. To assess what we need for emergency lighting we have to do an up-to-date fire risk assessment.

There is a template to do this. Nick B-B and Nick M are happy to have a go at completing it and would welcome anyone else from the PCC to help with that.

Once that is done, we hope to provide the details so our faculty application can be assessed.

### **Men & Women in Shed**

1. An amended layout which moves new shed further from the end of the community centre hall (to reduce any fire risks from the wooden shed) has been submitted for the faculty and planning applications.

It is hoped that the planning permission will be issued shortly which will enable us to complete the faculty forms to be considered by the Chancellor who gives the decision on the application.

2. Margaret Bell and Katie Hobleby have agreed £4000 funding from their Borough Council community funds towards the Men and Women in Shed proposal.

3. The Nuneaton Men and Women in Shed have proposed that they will construct the base for the new shed. But they would need help with the cost of the materials, which is estimated to be in the region of £4350. The Project Team are suggesting that some of the legacy money is used for this. Having the Men and Women in Shed associated with the Church could help us with some of the quinquennial work such as restoring the wooden entrance doors, repointing and repair of brickwork and could actually save us a lot of money.

**It is recommended that the PCC agree the use of the legacy reserve for the purchase of materials to form the base of the shed.**

4. As the Shed will be situated on church grounds **it is recommended that a local solicitor be engaged to draw up a legal agreement to cover things like insurance, maintenance, hours of operation, disposal of waste materials etc. The Parish Council will need to be party to the agreement as they are providing the electricity, and use of the toilets and kitchen facilities.**

## **Monitoring of Crack and installation of Root Barrier-**

Following a meeting with Steven Matthews, our Church Architect, his recommendation is we engage Clive Hayward, structural engineer, to give us some recommendations on how to proceed. Also to get the specific advice of an arboriculturist. The project team are putting off doing that until progress is made on other aspects of the project, so the faculty application has been withdrawn.

## **Funding Applications**

Two meetings have been held with Andy Duncan, the Diocesan Grants Advisor.

He recommends the next stage is to do an extensive consultation questionnaire, preferably for all houses in the parish. The funders will require evidence of need and Andy is used to designing questionnaires to provide that. He has offered to do both partner and public questionnaires. He will also collate the responses and produce a report. We are aiming to go live with the consultation event on 1<sup>st</sup> June for 3 weeks. A reminder will be sent halfway through on social media sites.

The Heritage Group also want to communicate with a leaflet to every house in the parish.

The Diocesan Churchyard Habitat Biodiversity and Heritage project team need to do widespread consultation for their next funding application. The Men and Women in Shed organization also want to promote a open day. So, it is suggested that we do one newsletter for all the initiatives with a bar code and website contact to enable people to complete the questionnaire online. It is also suggested that drop-in sessions are organised with the community library so people can get help completing the questionnaire.

Hopefully volunteers from the Heritage Group and Church will be willing to deliver the newsletter.

There were 3 outstanding net zero carbon funding applications which were reconsidered by the Diocesan Grants Committee in February-

1. New LED lighting fittings are now going through a mini review.
2. Heating and electrical proposals - the Grants and DAC committee want us to focus on getting agreement on these proposals before pursuing further faculties and funding applications. The team agreed to this. The Committee recommended when ready to resubmit the funding application. Following discussions with Colin Angus (Net Zero Carbon Advisor) this has been done.

3. Solar Panels- application declined due to overshadowing of the Church and doubts on legal situation. Colin offered to meet to work with us on this proposal. The project team have decided not to pursue this proposal at present.

The project team do not feel they have capacity or expertise to successfully submit funding applications, so **it is recommended that the PCC agrees to the principle of employing a fund raiser.** Any costs should be outweighed by successful grant awards.

### **Community Initiatives.**

#### **1. Churchyard Habitat Biodiversity and Heritage Project.**

The team put on an event in February's half term for children. Sadly, with late advertising there was a poor turnout, but the team found it useful to test their ideas and what they put on was really good.

They are planning to be at the Sausage Sizzle and have suggested an event at the beginning of the School Holidays.

Chris Twine, a member of our project team, has started a small project researching the headstones in the Churchyard.

#### **2. Heritage Group.**

12 people attended the first meeting and about the same number attended the second one.

Rebecca Dyde has agreed to co-ordinate the group (Next Meeting- 25<sup>th</sup> April at 10.30am)

The Parish Council have agreed to have the Heritage Group affiliated to the Community Library service sharing the budget the Library has. The Group will therefore report to the Parish Council.

Sharon Forman from the Warwickshire Records Office met some of the group talk to the group to advise on setting up the group and in particular on archiving and storage of heritage material.

**Next Meeting**- If possible week beginning 18<sup>th</sup> May.

**The PCC at its meeting on 20<sup>th</sup> April agreed all the recommendations.**

**It also agreed the sum of £4000 towards the cost of materials to form the base for the Men and Women Shed.**