



**Minutes of Extraordinary Parochial Church Council Meeting**  
**Sunday February 1<sup>st</sup> 11 - 15 am at Rothley Church**

**Present:**

Rob Gladstone (chair), Margaret Rouse, David Wilson, Sue Wilson, Ray Prince, Nigel Willey, Lisa Cook, Liz Barker, Alison Parkinson, Linda Poole, Margaret Leverment, Chris Garnett, Helen Jones, Susan Pinkus (secretary)

**1. Opening Prayers/Reading** Rob read Romans 15:7 and Psalm 127.

**2. Declarations of Interest:** none

**Apologies:** Sneha Ninan, Richard Croker

This is a one item meeting concerning the Church Building Improvements in order to officially accept the chosen tender from those submitted and move the process forward for Phase 1 of the project.

Ray Prince summarised the documentation we had received.

The Church Building Improvements Group (CBIG) had met with David Pendery, the architect, to discuss his report on the three tenders received and prepare the proposal which had been circulated to the PCC. There were 6 recommendations to be discussed.

For information and clarification, the CBIG comprises Fred Sleath, Ken Arkley, Ray Prince, Linda Poole, Clive Jackson, Jonty Pilbeam and Lisa Cook. All members of the group are happy with the work that David Pendery has undertaken.

Nigel Willey was concerned that our finances were not exhausted so that work that was likely to be identified on the Quinquennial Report could not be done. We were assured that the figures show that a balance remains and we can ensure that the Quinquennial work is taken into account going forward. Sue Wilson confirmed that we would not proceed beyond Phase 1 until we are financially confident. However, Phase 1 is by far the largest part of the project.

Chris Garnett raised concerns about the financial strength of the company we had chosen and wondered if we had seen their balance sheet. This was addressed during the meeting but, as it is a small business, only micro accounts, showing capital but not cash flow, were available online. As a result, there is a proviso on recommendation 1 on our acceptance of the tender.

Rob then proposed the six recommendations one by one from the Chair:

1. The tender from MSM should be accepted, being the lowest submitted, the contract period being acceptable, and that previous experience of them has been acceptable. There is a proviso that we are satisfied with their accounts before signing the contract. *[Following the meeting, Chris Garnett addressed specific questions to the CBIG, who took them up with the architect. The architect obtained answers to them all from MSM which were acceptable to Chris.]*

2. A contract for Phase 1 only (Vestry area and external works) should be signed with Midland Stonemasonry.

3. When the Restricted and Designated Church Building Improvements Funds are exhausted, monies from the Designated Parish Evangelism, Organ & Music, and Training Funds may be used to cover any shortfall in costs.

4. Re-affirm support for all three phases of the West End Improvement scheme.

5. Appoint two representatives, Lisa Cook as Churchwarden and Ray Prince as the other member of the PCC, to sign and witness the contract and contract documents.

6. Agree to continue fundraising initiatives towards being able to afford Phase 2 (servery) works. When it appears that sufficient funds have been raised, the PCC request that the architect negotiates with the appointed contractor to agree on the uplifted cost of the Phase 2 works, with a view to instructing the appointed contractor to undertake the Phase 2 works.

**All the recommendations were agreed unanimously.**

It was also agreed that communication with the congregation would take place once the contract was signed.

The meeting ended with prayer.

*SusanPinkus February 6<sup>th</sup> 20206*