

Requests for the Parish Council:

1. Terms of Reference:

Under “Composition - Method of Selection” the sentence “The Chair must be a member of the Parish Council” needs to be changed.

Request: That a member of the Parish Council (not a Warden) be appointed to the Property Committee.

2. Request: Review archived docs of TOR for Property Committee and Property Manager to better manage procedures for implementing repairs and maintenance of property.
3. Under “Purpose” section 4: request to proceed with a Building Asset Management program which will be able to assist in budget preparation for maintenance/capital expenditures and assist with identifying maintenance and capital requirements.
4. In the early days of this century five funds were identified as assets to be used by the Property Committee to assist with repairs, maintenance, alterations and purchases, these were:
 - A. Red Coffin Estate Fund Interest
 - B. Market Place Fund
 - C. Arts Endowment Trust Fund
 - D. West Window Fund
 - E. Hilda Wharton Trust Fund (Chapel South Window)

Are these funds still available?

5. Since our last meeting the state of signage around the church has been raised to the table. Plans are underway to replace two of the main signs and at our next meeting a sub-group will be established in order that a co-ordinated plan may be established for the property.
6. There is a need to re-establish a budgetary relationship with St John’s Court, this is an on going matter.
7. Happy to report that most of the archived minutes, files and correspondence have been inventoried. This is proving a great help in sorting out where we have come from and in planning for the future.
8. Due to the nature of the removal, the chancel carpet will be removed but at a later date.