

Minutes of Church Project meeting on 4th August 2025

Attendees: Nick Blamire Brown, Jeff Robinson, Nick Miles, Simon Pearson, Sue Foster (minutes).

1. Quick Update on Action Points from last meeting.

AP1. Nick BB to be in church at sausage sizzle to answer questions and encourage completion of questionnaire- *done*

AP2. Nick BB to supply Simon with e mail address so he can contact Christian at Hartshill Academy regarding questionnaire- *done*

AP3. Simon to talk to Triple A about the idea of putting a note with QR code in shopping bags to encourage people to complete questionnaire- *done*

AP4- Jeff to visit curtain firm again to talk through possible options- *done*

AP5. Nick BB and Sue to meet with Andy Duncan on 24th July- *done*.

AP6 . After meeting with Andy Nick BB to liaise with DAC regarding submission of faculty applications- *ongoing*

AP6. Nick BB to amend phasing plan to move fitting of carpets to after decoration- *done*.

2. Questionnaire- Simon

Simon gave a brief summary of the responses. There were 179 responses, of which 140 provided email addresses for the purposes of being entered into the pizza draw.

We have a lot of quotes which we will be able to use.

AP1. Simon to send results from questionnaire to Sue for uploading to church project website.

AP2. Simon to contact winners of the pizza draw.

3. Jeff's work

Jeff sent a note prior to the meeting detailing his progress, see <http://www.little-blue-boat.co.uk/churchproject/documents/Notes%20for%20Project%20Meeting%204th%20August%202025.pdf>

Jeff gave a few updates.

3 phase electricity supply - Jeff has since received an email with regard to the estimate for a 3 phase electricity supply and the estimate is now £20,000 plus considerably more if they have to take the supply from the other side of the road. However, Jeff has calculated that single phase will be sufficient , as detailed in the document linked above. Jeff also said that someone else should check his calculations.

Nick M. remarked that we must make it impossible to overload the supply. Jeff is researching a smart socket controller which will prevent this.

Heaters - A discussion took place on Dyson heaters. Simon has them at school and so he said he will bring some up in the winter months to test them out.

Curtain – There is a curtain at Cardinal Wiseman school which we could look at (Potters Green, CV2 2AJ)

Scaffolding – There is a PASMA (Prefabricated Access Suppliers and Manufacturer's Association). scaffolding course at Aston University which Jeff + 1 other should attend. The cost is

approximately £150 each.

Plans – It was agreed that we should get some plans drawn up so that we have a CAD drawing which Marcus Robinson will be able to modify for us. Jeff has a quote for £3000.

Glass Rooms – Jeff says that IQ Glass have estimated £12K for both rooms.

4. Feedback on meeting with Andy Duncan- Nick BB/Sue.

Major points

An architect would normally be required to supervise the contractors, including signing off each phase. Nick said that this role had been performed by a Quantity Surveyor for the Community Centre project, Quantity Surveyors being less costly, and Andy said that would be fine.

We need a name for our project for grant applications etc..

We need to let people know exactly what we are planning before we submit grant applications so that we can show we have consulted.

The more we can do ourselves, the better. Andy will help us when we get stuck.

To quote Andy, “If you would find it useful, once you have received a costed schedule of works, or contractor's quotations, I can transfer these costs into a costs/ income spreadsheet that includes inflation, contingency & VAT etc, so grant application progress can be monitored against the shortfall. Once the shortfall turns to zero, you can instruct your contractor(s). The spreadsheet will also include a list of target grants that fit your project.” **Jeff said that he would do this.**

Nick asked whether we could put in more than one grant application for net zero. Andy said to ask Colin Angus or Jo Hands.

We have been selected for the first phase of the Churchyard Biodiversity project.

4. 5. DAC site visit/Faculty Applications- Nick

Jeff, Nick and Nick will attend the DAC site visit. DAC asked for dates.

AP3. Nick BB to respond with 7th August and 10th September

AP4. Nick M. to look at drone footage of roof which was recorded about 5 years ago to see if fit for purpose. Otherwise, we may have to seek someone else with a drone.

6. Items for PCC- Discussion on layout proposals, Authorisation of Money, Faculties.

AP5. Nick BB. to clarify whether a faculty is required for asbestos investigation. Mark Seabrook says 'not if it is not invasive' but drilling a hole seems to us to be invasive.

AP6. Nick M to arrange Saturday morning session with PCC members to consider what the layout of the Church Zone should be. Jeff suggested the use of magnetic paper on a magnetic board to investigate options for layout.

AP7. Nick BB to give Nick M a list of items requiring expenditure to take to the PCC at the next PCC meeting on 8th September.

7. Any other business.

It was decided at a previous meeting that one or more of us should go to the Tuesday Prayer Meeting to consult.

AP8. Nick M. and Jeff to go to prayer meeting on 19th August.

Date of Next Meeting 1st September at 7pm.