**St Mary’s Chediston**

**PCC Meeting – Bridge Farm Barn, 23rd July 2019, 7.30 p.m.**

**MINUTES**

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| **No.** | **Item** | **Comments** | **Action/by/date** |
| **1** | Opening Prayers | Led by Veronica | - |
| **2** | Present/Apologies | Present – Linda, Veronica, Graeme, Bobby, Ann, Julia,  Apologies – David & Carol | - |
| **3** | Minutes of the APCM meeting of 18.4.19 | Minutes accepted as a true record. | Minutes have been approved/signed |
| **4** | Matters Arising | There were no Matter Arising from the previous minutes which wouldn’t be considered as part of the meeting | - |
| **5** | Safeguarding Issues   * Training Review | The training matrix was considered. The only outstanding training was C0 for Bobbie and C3 for Veronica.  Note: After the meeting, with regret, Bobbie tendered her resignation from the PCC due to moving house shortly. | Bobbie agreed to do CO course, with help from Ann.  Veronica to do C3  As part of Reader training |
| **6** | Fabric/Maintenance Repairs | In David’s absence, the following was considered:  Fabric of the church and surrounding grounds remain in good order. Pearce and Kemp quotation received for improving heating under pews - £1687.70 +VAT. Ann suggested getting an alternative quote from Townsends to compare. | Graeme to contact Townsends to obtain 2nd quote. |
| **7** | Churchyard Maintenance | * Graeme asked if the PCC were happy with the current mowing regime, since it has now been in place for over a year * Advanced notice of Churchyard Working Party scheduled for 10.8.19 (Note: hire of reciprocator from Linstead F&G will be £100.00) * Graeme reported that the ride-on mower was becoming increasingly unreliable and the last service bill was around £400.00. At such costs, a replacement may be needed in the near future * Weeding of church path was discussed. Veronica suggested asking whether Jo Wareham’s staff had a weedkiller licence | * PCC expressed satisfaction with current arrangements * Date noted and approval given to hire reciprocator * For information * Graeme to ask Jo about her staff’s training. |
| **8** | Finance Update   * Treasurer’s Report * Ipswich/Barclays/Doug Cady/Belfry/Parish Giving * Charitable Giving * Donations received * Parish Share – Diocese and Team * Gift Aid | Graeme advised the meeting that following external auditing, the 2018 accounts had been submitted to Pedro Cockerton (Team Treasurer) and the Diocese. All appears to be in order.  The Ipswich account monies are stable following the transfer of £5k into the Barclays account to cover the Parish Share. There has been a shift of emphasis of money coming in, with more money going into Barclays as a result of the Parish Giving scheme taking effect.  Doug Cady’s account remains higher than when originally opened, due to interest payments, in spite of paying for the churchyard repairs from this account.  Belfry Account healthy, pending 10-yearly ‘health check’ of bells by Andrew Nicholson  There are now 5 monthly payments made though the Parish Giving Scheme.  Monies paid include £84.53 to the East Africa Cyclone disaster. In addition the village have supported the St. Mary’s, Halesworth chair appeal to the tune of £137.00  Graeme reported the receipt of a cheque for £250.00 from Robin Touquet for churchyard upkeep (including the Touquet grave).  Graeme advised the meeting that the 2019 Team Ministry share had been paid in full and the Parish Share payment to the Diocese had reached 50%, with the remainder to follow in due course.  Vic Hopkins still working on our Gift Aid reclaim from HMRC | -  For information  Veronica/Graham to request visit by Nicholsons  For information  For information  For information  For information  For information |
| **9** | Team Council Update | Graeme informed the meeting that Edward (Team Rector) had formally submitted his retirement request to the Diocese, to take effect around Easter 2020. The aim is avoid an interregnum period, by advertising for a Team Rector and Team Vicar (Jan Bunday’s replacement post) together. The appointments of Linda Berry and Alison Alder as Deacons were confirmed – congratulations to them. Linda will take particular interest in Chediston, initially at least. | Graeme to participate in pre-appointment meeting with Acting Archdeacon, along with Churchwardens from other parishes. |
| **10** | Parochial Visitation | The Parochial Visitation took place on 7th May, which showed Chediston to be in a reasonable state administratively. The Inventory has been brought up to date and PAT Testing completed since the visitation. The only outstanding issue remaining is updating the Terrier, which requires Graeme to meet with Nick Evans in Wissett for advice on completion. | Graeme to meet with Nick Evans to discuss Terrier completion. |
| **11** | Fundraising  Forthcoming events/ideas | ‘Peace and Conflict’ event organised by Will was deemed a success and raised £418.60   * 26th October – Veronica is planning a recital – details to follow * Agreed that Chediston Open Gardens would take place next summer – provisional date: 6.6.20 * Coffee Morning one Saturday in September considered | For information  Veronica to formulate details and start the advertising process  Julia to discuss the diary for 2020 with Carolyn in the Team Office to try and ensure minimal clashing of events  Ann to determine date and promote accordingly |
| **12** | Doug Cady Memorial | Doug’s Memorial Service took place on 2nd June to everybody’s approval. | - |
| **13** | Diocese/Ministry Issues - Clergy | The role of Linda and Veronica were discussed, with Linda happy to attend PCC meetings and fulfil any appropriate role the PCC wishes. Veronica’s training is now in full swing, but it will take her away from Chediston services from time to time as she and other Reader’s in training visit other parishes within the Diocese. | For information |
| **14** | Grave Plot Application – Mervyn Cox | Graeme brought a verbal grave reservation request from Mervyn to the meeting. The PCC gave Graeme permission to continue discussions and informally identify an appropriate reserved space. | PCC agreed the informal reservation. Graeme to agree location with Mervyn. |
| **15** | Any other Business   * Bell Clappers in Ringing Chamber | Ann posed the question of whether the old bell clappers in the ringing chamber had a future use. An offer of £10.00 per clapper has been received. Cleaning of the chamber would be eased if they were removed. Veronica thought £10.00 was on the low side but she would consider it and report back. | Veronica to report proposed course of action at next meeting. |
| **16** | Dates of next Meetings | * Thurs. 24th October 2019 * Thurs. 23rd January 2020 * Thurs. 16th April 2020 (APCM) * Thurs. 16th July 2020 | - |
| **17** | Closing Prayers | The meeting closed with The Grace at 9.15 p.m. | - |

**Minutes accepted as a true record of the meeting.**

**........................................................... Rev. Linda Berry, Chairman of PCC**

**........................................................... Julia Manton, Secretary of PCC**