**St Mary’s Chediston**

**PCC Meeting – Bridge Farm, Thurs. 8th November 2018, 7.30 p.m.**

**MINUTES**

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| **No.** | **Item** | **Comments** | **Action/by/date** |
| **1** | Opening Prayers | Edward led a brief prayer to open the meeting | - |
| **2** | Present/Apologies | Present – Edward, Veronica, Graeme, Bobby, David, Ann, Julia  Apologies – Carol | - |
| **3** | Minutes of the PCC meeting of 24.07.18 | Minutes accepted as a true record. | Minutes approved/signed |
| **4** | Matters Arising | * Safeguarding Training – Graeme outlined progress made in completing the required training, which has been forwarded to Jane Held to maintain records. David expressed his concern about the effectiveness of the on-line C0 training, having scanned through the content, to then be informed that he had successfully completed the training. * Presentation to John Quine – Veronica indicated she had taken the gift vouchers round to John’s house. A ‘thank you’ letter has been received and placed on the prayer board. | Graeme to raise concerns at Team Council/check other people’s experiences.  - |
| **5** | Fabric/Maintenance Repairs/Gravestone Survey Report | * David presented a Health & Safety Inspection Report of the Gravestones and Tombs (attached). Overall, the stones are in good order, included leaning stones, which remain stable. Those which do need attention are identified in the report and David intends to arrange remedial work through I C King. A rough estimate of cost was put at £1000.00. * The only church maintenance issue discussed was the repair to the rendering at the base of the south-east corner. The repair needs checking to consider is acceptability. * Allan Rogers’ daughter Wendy has been in touch relating to the bench outside the Old School Room. The bench needs to be rubbed down and stained. | * David to arrange repairs * David to check/action * David to arrange with I C King |
| **6** | Churchyard Maintenance | Graeme reported that the working party on 11th August did an excellent job, with 15 villagers helping out, which left the churchyard looking good for the rest of the summer/autumn.  The ride-on mower is now being repaired following 2 years of intensive use. Work required includes 2 puncture repairs, new blades etc. | -   * Awaiting price of work/return of mower from Linstead Farm & Garden |
| **7** | Finance Update   * Treasurer’s Report * Ipswich/Barclays/Doug Cady/Belfry * Charitable Giving * Donations received * Parish Share – Diocese and Team * Planned Giving/Gift Aid * Barclays on-line banking | * Nothing to report from Carol * IBS accounts remains stable; Barclays account continues to decline due to Centenary Share being drawn from the account (now around £2900). Graeme proposed that £5000 is transferred from the IBS into Barclays to cover next year’s Parish Share. Doug Cady account untouched * Harvest Thanksgiving collection donated to DEC (Indonesian earthquake & tsunami) - £238.00; sale of produce to Christian Aid - £50.40. * 2 x 100 Club payments - £71.00; 3 x churchyard maintenance donations - £120.00; proceeds from bric-a-brac stall by Ann - £68.00   As previously reported Centenary Share on Direct Debit, will be paid in full by end of year. Team Ministry share paid in full for 2018. Parish share for 2019 will remain the same as for 2018.  Graeme indicted that the PCC was now registered on the Parish Giving Scheme (PGS) and he/Ann/Moira were signed up. The process seems simple and straightforward to access. The scheme now needs to be rolled out to susceptible individuals.  Further to the anticipated closure of Halesworth Barclays, Graeme indicated that the PCC Barclays account was now registered as an on-line account. Graeme passed the Barclays file to Veronica to enable her to be recognised as an on-line authorised signatory. | -   * Transfer of funds agreed - Graeme/ Veronica to arrange transfer   -  -  -   * Graeme & Veronica to roll out PGS to likely donors * Veronica to arrange her on-line registration as an authorised signatory |
| **9** | Fundraising | Various ideas were discussed including the setting up of a fund raising sub-group. | * Ann and Julia agreed to start the process and determine other likely members of the group. |
| **10** | Will Drew-Batty’s email | Graeme drew the meeting’s attention to the email sent by Will, asking the PCC to review how happy it was with his organist duties to date. There was general agreement that his work was greatly appreciated by the PCC and wider congregation, as the presence of an organist was perceived to add much to services. | * Churchwardens to advise Will of the view of the PCC. |
| **11** | Forthcoming Events/dates | * Remembrance Service – 11.11.18 – All appears to be under control, with service sheets here, readers arranged, 2 CD players organised etc. * Carol Service/Christmas Day – normal service on Christmas Eve @7.00pm with bells, mulled wine & mince pies beforehand. Following discussion with the congregation, the majority view was there should NOT be a Christmas Day service. | -  - |
| **11** | Doug Cady Memorial Update | Graeme updated the meeting on progress with the DAC, i.e.that a faculty had been agreed for the work to commence. Graeme has discussed a likely installation date, which was 8-12 weeks from the previous week). Edward commented that we had done well to convince the DAC of the merit of the scheme, since approval for such memorial stones is unusual these days. Letter colouring agreed was the off-white suggestion from the contractor. | Graeme to continue to liaise with the preferred contractor (Perfitts), including advising of the colour of lettering chosen.  Service of dedication to be arranged in due course. |
| **12** | Diocese/Ministry Issues - Clergy | Edward advised that Jane was now responsible for completing the staffing rota across the benefice. All wished her luck!!  Edward invited all to attend the Team Eucharist at Halesworth on 6th January 2019 @ 10.00 am, when the Bishop will be in attendance/preaching and was hopeful of a healthy congregation. | Comments noted |
| **13** | Any other Business | No other business was identified |  |
| **14** | Dates of next Meetings | * Tues. 22nd January 2019 at Graeme & Ann’s home * Thurs. 18th April 2019 – APCM * Tues. 23rd July 2019 |  |
| **17** | Closing Prayers | The Grace was said together and the meeting closed at 9.00pm. | - |

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

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**Revd. Edward Rennard, Chairman of PCC**

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**Veronica Downing, Acting Secretary of PCC**