

Meeting of All Saints PCC and St Michael and All Angels PCC held in combined session.
Tuesday 21 June 2016 at 7.30pm at The Charter Hall

Present: Alex Bienfait (Chairman), Ruth Papworth, Catherine Wilson, John Lowings, Colin Steere, Peter Whitstone, Mark Clixby, Linda Webb, Vivienne Rose, Paul Webster, Colin Daly (not a PCC member) Tom Hay, Edward Demery, Anna Picken (Minutes Secretary)

Item		Action
1.	The meeting opened with prayers led by Alex.	
2.	<p>Apologies for Absence</p> <p>Apologies had been received from Mike Barkway and Tony Lush. Joanna Winston has temporarily stepped down from the PCC but it is hoped that following her baptism this coming September and after discussion with the Bishop, she will be reinstated and take full part in PCC matters afterwards.</p>	
3.	<p>Open Forum/AOB</p> <p>Colin Daly was introduced to the PCC. Also welcomed were Ruth Papworth and Paul Webster, who have joined since the last meeting of the combined PCCs. Individuals took it in turn to introduce themselves to the group. Edward Demery and Linda Webb reported that Quinquennial inspections for both Smarden and Biddenden respectively are taking place, or will do in the next week or so.</p> <p>Peter Whitstone expressed his pleasure that the War Graves Commission are publicising war graves in Biddenden churchyard.</p> <p>Alex reported on the motion that Smarden PCC have put to the Deanery Synod asking that up to 2 or 20/30% of the PCC can comprise non-communicant members of the church and that the Electoral Roll form should be revised to make it more user-friendly. The motion has been passed by Romney and Tenterden Deanery Synod and has been forwarded to Diocesan Synod where it might be the subject of discussion on 13 July. The Bishop's office has thanked Smarden for the motion has in fact sent it up to Church House for legal comment. Ideas for reform of Electoral Roll form were requested, which Alex has forwarded.</p>	
4.	<p>Correspondence</p> <p>A Suspension of Presentation letter to both PCCs from the Mission and Ministry Committee has been received. Alex explained that this means that if an incumbant leaves his/her job, it cannot be assumed that a replacement will immediately be found. This has been the position for the past 5 years; the letter simply extends it for a further period of up to 5 years.</p> <p>A donation of £500 has been received from the Parish Council in Biddenden towards churchyard expenses. The PCC is to formally thank the Parish Council as well as Chris Cox who wrote to the Parish Council to request the donation.</p>	AP
5.	<p>Friends Group</p> <p>Colin Daly spoke about his proposal to set up a Friends of Biddenden Church Group.</p> <ul style="list-style-type: none"> ➤ The Friends Group would raise funds for the upkeep of the church building. ➤ The cost per person would be £20 possibly to include a free copy of the parish magazine. 	

	<ul style="list-style-type: none"> ➤ Members would not necessarily be church goers. ➤ Paul has agreed to be a trustee. ➤ The Friends would offer 4 high quality fundraising concerts per year, with a mixture of jazz and classical music and opera. ➤ Publicity would be done through the parish magazine. ➤ Colin has set by £1,000 for start up costs. ➤ Kate Whapham has designed a logo. ➤ The group is simply known as “Friends” for the time being. ➤ David Leckie, who lives locally and is a solicitor with Clyde & Co in London, is drawing up the constitution. <p>A discussion and questions followed.</p> <p>Edward Demery offered his help, having had experience of Friends of Smarden Church. The Friends Group in Smarden, (FOSC) is very active and has helped with many projects including contributing half of the lighting project fund.</p> <p>Mark Clixby thanked Colin for his work and said that a Friends Group was much needed. Colin thanked him in return and said he would welcome all advice from the PCC.</p> <p>It is essential that the Friends Group and the PCC maintain good relations and are clear about their aims and objectives.</p> <p>The Friends must exist to preserve and protect the church as a place of Christian worship.</p> <p>It is essential that the PCC maintain control the activities of the Friends. In the case of Smarden, both churchwardens and Alex are ex officio members of FOSS. Colin anticipates that Paul Webster would be the PCC representative for the Friends.</p> <p>The Friends would invite PCC members to meetings.</p> <p>It is essential that the diocese objectives are taken into account, ie Friends could pay the insurance bill.</p> <p>It is ok to have a logo for an organisation that doesn't yet exist.</p> <p>At the suggestion that the new Friends might pay for repair bills directly, it was pointed out that the PCC must always be the “client” for any work, and hence pay for work. The Charity Commission will oversee the work of the Friends. They would need to approve paperwork accounts, and have an annual return.</p> <p>Existing church fund-raising committees will want to be to avoid clashes of events.</p> <p>Colin Daly left the meeting at this point.</p> <p>Colin Steere said that in his past experience, Friends Groups had proved useful in financing new kitchen and toilet facilities and making improvements to the church. He also stressed the need to have close relations between Friends and PCC, with some PCC members being on the Friends Committee.</p>	
Finance	<p>Smarden PCC is without a treasurer, Tom and Edward as churchwardens have the responsibility for managing the accounts for Smarden church. The Joint Account is managed by Smarden. The joint account is not audited therefore does not get published at the APCM. It was agreed by the PCCs that this should change in future and Tom agreed to look into this by the next</p>	

	<p>combined meeting. Tom handed round a set of accounts showing figures for 2014 and 2015. Expenditure had increased in 2015, largely due to clergy expenses with the addition of Catherine, the cabin, admin costs and some accrued expenses for Alex and now there is a deficit of £1,500. It remains to be seen whether this is a general trend, in which case contributions will have to be increased in the future, or if the deficit is simply down to one-off expenses. The PCC agreed it would be helpful to know which expenses are Biddenden's and which are Smarden's and it would also be useful to eventually have a budget. Tom is keen to move towards online banking and if the responsibility for the running of the joint account is to remain with Smarden's Treasurer then it would be sensible to move this from NatWest to Lloyds to tie in with Smarden's account and facilitate the online banking system. There would still be dual control as two individuals are required to authorise payments using a security card and a card reader although this is done online which simplifies the process.</p>	
7.	<p>Health and Safety There had been an accident on the footpath in Biddenden churchyard resulting in a claim being made for personal damages. As the footpath belongs to the Council, the claim is now being directed at them. Mark will follow up the progress of the claim with KCC. The Parish Council had reported to KCC that the footpath was dangerous.</p>	
8.	<p>Baptism Catherine shared ideas on baptisms from a Baptism Training day. One particular finding is that people visiting church during a Baptism in a main service, feel very welcomed and are twice as likely to visit church again than if the baptism had been conducted outside of a service. Alex and Catherine are therefore keen to have more baptisms during services at Smarden and Biddenden although service at other times will be available. Alex felt that, in view of the above statistic alone, more effort will be made to include baptisms during the main Sunday services. Those wishing a baptism service would be offered a larger range of services during which a baptism could take place which would involve a change to some of the existing services. At Smarden it is anticipated that there would be a maximum of one baptism during a service per month. It wouldn't be appropriate to have a baptism during Mattins at Smarden on the first Sunday of the month, so it could be that Mattins is replaced by an All Age Service. The baptism service would not have to be a Eucharist and it could be that families wishing a baptism could be offered a number of dates. The Baptism liturgy has been revised, and was circulated.</p>	
9.	<p>Parish Safeguarding (Adult and Children) Alex read out the Parish Safeguarding Policy Statement. The PCC formally approved the statement and it was proposed by Linda Webb and seconded by Peter Whitestone that Julie Lupton and Sian Newman are the parish safeguarding coordinators. The statement was signed by Tom.</p>	
10.	<p>Dates of next meetings. The meeting on 6 September in Biddenden has been brought forward to 30 August.</p>	
11.	<p>The meeting closed with prayers at 9.35pm</p>	