

St Michael the Archangel

Minutes of PCC meeting held on 12 July 2016 at 7.30pm at The Charter Hall

Present: Tom Hay (chairman), Alex Bienfait, Vivienne Rose, John Lowings,  
Ruth Papworth, Tony Lush, Mike Barkway, Edward Demery,  
Anna Picken (Minutes Secretary)

| Item |   | Action |
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| 1.   | The meeting opened with prayers led by Alex.  |        |
| 2.   | Apologies for Absence<br>Apologies had been received from Catherine Wilson.   |        |
| 3.   | Minutes of previous meetings<br>The minutes of 15 March, 17 May and 21 June were approved and signed.   |        |
| 4.   | Matters arising from minutes of 17 May<br>5b. Edward will ask the cleaners to put the kneelers back in place.<br>8f. The cheque has been sent to Zion Chapel.<br>11h. Tony will let Alex know the date of the Royal British Legion 70 <sup>th</sup> anniversary service in 2017.  |        |
| 5.   | Open Forum/AOB<br>A letter of thanks will be written to PCC members who have recently stepped down: Iris Spence, Marcus Palmer, Fran Lester.<br>Barbara Marchant is to be thanked for organising the recent Safari Supper which raised £208 for church funds.   | AP     |
| 6.   | Correspondence<br>There was no correspondence.  |        |
| 7.   | Health and Safety<br>The Open Gardens event had take place with no matters of concern.  |        |
| 8.   | Finance<br>It was proposed that the Joint Account, currently with NatWest as a sub account of Biddenden, is closed and reopened as a sub account of Smarden with Lloyds Bank. This resolution was proposed by Tony Lush and seconded by Vivienne Rose. All in favour. A similar motion was approved by All saints Biddenden PCC, on the 5 <sup>th</sup> July 2016.<br>Tom handed out the 2016 budget which he had put together using QuickBooks, a new accounting package.<br>Our financial position is where we expected it to be with a deficit of around £9,000.<br>Anna is to be given read-only access to the online bank account so that she can check whether monies have been received and payments made etc.<br>It might be possible to email a financial report to the PCC prior to any meeting so that they had up to date information about the financial position.<br>The PCC were pleased and impressed with the layout and presentation of the figures. It was proposed by Edward Demery and seconded by John Lowings that the QuickBooks software continue be used for the accounts, costing £25 per month. |        |

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| 9.  | <p>Deanery Synod:</p> <p>Alex updated the PCC on the progress of the motion to allow non-confirmed members of the church to join the PCC. This will be discussed at the 12 November Diocesan Synod meeting and Alex encouraged PCC members to attend with him. After that, if the Diocesan Synod approve the motion, it will be debated at General Synod. Alex was unsure how long this process could last.</p> <p>Alex updated the PCC on news from the Apollos Trust (formerly TSCWT) including the resignation of Nathan and the search for a replacement.</p>   |  |
| 10. | <p>Church Plan objectives for 2016.</p> <p>The PCC agreed that the objectives for 2016 will be</p> <ol style="list-style-type: none"> <li>1. Lay involvement in services – including leading services, intercessions, serving and preaching.</li> <li>2. Taking forward and improving the Parish magazine – things to consider were whether this should move online if it was to contain more material and online advertising was feasible; if information from other sources could form the basis of articles and including more local information for example ‘wine of the month’ reviews for the local shop.</li> <li>3. Financial Stability</li> </ol> <p>These objectives will remain on the PCC agenda for the next few meetings.</p>   |  |
| 11. | <p>Baptism services</p> <p>Alex reminded the PCC of feedback given by Catherine Wilson, from a Baptism training day, at the last combined PCC, of a striking statistic that where a baptism takes place during a Sunday service then the participants are more likely to come to Church again.</p> <p>As a consequence it was proposed that Alex and Catherine can have the flexibility change the 11am Matins service into an all-age service to include a baptism. This service is suggested as this is the only service in the month at 11am, 9:15am is both too early for many families to attend at some distance. Alex and Catherine think this would only be on a few occasions per year. There would be some flexibility offered as to whether the service would include a Eucharist or not. It might also be possible to offer one of the other Sunday services as well.</p>   |  |
| 12. | <p>Rector's Report and service planning</p> <p>Harvest this year is on 2 October. There will be 11am services at both Biddenden and Smarden to allow for meals afterwards.</p> <p>The Carol Service is on 11 December, 6pm</p> <p>There is a 5<sup>th</sup> Sunday service on 29 January 2017 in Smarden.</p> <p>Candlemas is on 5 February with a 6pm service in Biddenden. This is likely to be Alex's last service in the benefice before he goes on his sabbatical.</p> <p>During the Sabbatical it is anticipated that with Pearl Anderson's help, that all services will follow the normal pattern while Alex is away.</p> <p>John Lowings asked if we should consider not having Evensongs while Alex is away, however Alex reported that they had been covered.</p> <p>With the departure of Richard Fletcher, there are now only 2 people on the servers rota, we are also low on people leading Intercessions. No one had come forward following the recent appeal. Alex proposed that people could be offered the option of reading out prepared Intercessions from high quality</p> |  |

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|     | <p>resources such as Susan Sayers. With regard to serving might be possible to manage with just one server, but we will need more volunteers if we are to maintain this tradition.</p> <p>It was noted that finding people to lead intercessions and to serve is one of 2016's objectives.</p> <p>The PCC will thank Richard Fletcher for his contribution with a card signed by the congregation.</p>   |  |
| 13. | <p>Churchwardens report</p> <p>Tom reported that the quinquennial inspection report had flagged up 6 items to be done immediately. The turret roof had not been inspected. Edward and Tom are to find out why this was not inspected, as it was flagged up with the architect, following observations from vFast, who were hoping to place an antennae there. vFast judged the turret roof as too weak to be used. The crack in the Chancel arch will need to be inspected by a structural engineer. The trees at the north side will need to be inspected by a tree surgeon.</p> <p>One item to be done in the next 18 months, de-rust the window.</p> <p>5 years: the masonry needs repairing.</p> <p>The PCC is to be given copies of the report.</p> <p>EIG (Church insurance company) is inspecting the church on 1 August.</p> <p>The sound system needs repairing.</p> <p>Ruth and David Papworth are to join as reserve sidespeople.</p> |  |
| 14. | <p>Events</p> <p>Alex Demery is to be asked to organise the Harvest lunch. It will take the same form as last year, people providing the same dish.</p> <p>More events are needed. Edward to organise a meeting. Maybe a one-off meeting inviting people to come up with ideas.</p>  |  |
| 15. | <p>Guild Report</p> <p>Vivienne would like items to be donated for the garage sale on 3 September.</p>   |  |
| 16  | <p>Dates of next meetings</p> <p>13 September, 11 October (budget), 22 November (combined) 13 December.</p>  |  |
| 17  | <p>The meeting finished with prayers at 9.40pm.</p>  |  |
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