

	<p>church and their display which is very impressive. If similar is required, we need something portable. A poppy for each individual that died with their name alongside it This would be 19 individuals in Smarden. As yet have not fully determined who will pay for it. We would look to make it 20 poppies – the 20th poppy would be for all other individuals in other wards. Tony asked if the PCC are happy to go ahead with this. All in favour</p> <ul style="list-style-type: none"> • Item 4. Motion to Synod – Alex has received a reply from the Bishop Trevor who said he had not made himself clear in his previous letter. He is willing to give a dispensation to co-opt 2 people to Smarden PCC who are non-communicants who are baptised and members of the electoral roll. • Item 4 Bishops Mission Order – debated at Diocesan Synod on Sat 11th March and was passed. It will now go to General Synod which may take one year. 	
5	<p>Open Forum</p> <ul style="list-style-type: none"> • GDPR – Catherine and Alex are going to a training session next month. • Thank you letter for the chairperson, Pat Palmer of the Christmas Tree festival . Action – office to follow up and draft letter • CWGC sign – would Smarden PCC like one of these signs. Need to identify where to put the sign, the size, photos. Action office to email Brian Bristow • Choice of Hymns - Action – office to add to May agenda • Closed Churchyard – Tony has looked at burials register and the parish council burial ground to see if they match up. In the new burial ground the first burial was in April 1964. Looking in the burial ground itself the last headstone was in 1966. There was an interment on 31st March 1964 and this is probably the last date the churchyard was used for burials. Catherine investigated whether ashes can be buried in a closed graveyard. The Ministry of Justice states that the closure of the churchyard is not to prevent the interment of ashes but would require a Faculty or a cremated remains area to be established by a Faculty. Smarden needs to confirm that the current Cremated Remains area if this was passed by Faculty. We will need a Faculty to extend the current area. Action add to the agenda for the May or June meeting depending on when Brian Bristow can obtain an Ordnance Survey map to create a land plan 	<p>Office</p> <p>Office</p> <p>Office</p> <p>Brian /Office</p>
6	<p>Finance</p> <ul style="list-style-type: none"> • Ewa can now view the accounts online and handover is complete. • The APCM document sent by the Office did not include the finance section. Tom confirmed that net income was -£12. Once investments gains are included, this changes to a £2K surplus. These are currently being audited. This may cause questions due to the Stewardship campaign. Every other year, there is usually a deficit due to the Xmas Tree festival being held every other year. Regular known income is significantly short in comparison to regular expenditure • Need to identify in 2017 that gave the £16.5K deficit for any APCM queries in the APCM meeting • PCC to meet before the APCM to review and approve the audited trustees annual report and accounts. • APCM report review - need to change Children & Young People to 	<p>EL</p>

	<p>Safeguarding and Alex to further review the report and add accordingly. The report is being reviewed by the Independent Examiner.</p> <p>-Sidespersons election Action Edward to contact the relevant persons to confirm they are happy to continue as this needs approval at the APCM.</p> <p>PCC membership – office to send Ewa and Mike their PCC membership forms as they were co-opted last year and will</p>	ED
7	<p>Quinquennial update</p> <ul style="list-style-type: none"> Meeting held and all requirements in 18 months with one action point to be done by Marcus – high level roofing repairs. Awaiting good weather for follow up on this. 	
8	<p>Church Plan priorities</p> <ul style="list-style-type: none"> Active Church – Alex has met someone who runs Wild Church who deal with young persons. Walk Church has also attracted a young person audience. Catherine runs a youth summer camp and when looking to recruit volunteers found that we have a dozen young persons (10-12 years old) in Active Church and this does not include the under 9-year old children who also attend. Bell ringing may be an activity that young persons might be interested in. They have recently held a meeting to attract in new bellringers – only 3 attended but one may be a possible candidate so a good result. Lay preaching and lay participation and support of services being actively considered. Fair Trade status – no update. Action – Alex to follow up on previous actions 	AB
9	<p>Stewardship campaign</p> <ul style="list-style-type: none"> In progress and awaiting results over the 2 weeks. Tony would like to thank Catherine, Ewa, Carol, Edward and Tony Richter for all their hard work. 	
10	<p>Rectors report</p> <ul style="list-style-type: none"> Service planning – 29th April visit from the Archdeacon, 20th May Pentecost, Patronal service in September guest speaker possibly Kerry Thorpe, who previously helped with our Visioning day. Six weddings booked for this year, 4 baptisms and 2 funerals to date. In Smarden, there is 1 individual who needs visiting (in comparison to 8 individuals in Biddenden) Graveyard – Heather Bradshaw has mapped and indexed the graveyard and Alex would like to thank her for this work which was a very time consuming task. The details are now online on the church website, a copy in the church and a copy has been given to the Smarden History Society. Alex has written her a thank you letter. Any further thank you notes can be emailed to her. <p>In Biddendens open churchyard, action has to be taken to remove items from a grave that should not be there – a very emotive issue</p>	
11	<p>Correspondence</p> <ul style="list-style-type: none"> Thankyou letter sent to Barbara Spear. Will need someone to replace her. More servers required Action Alex to discuss further with Tony. 	AB
13	<p>Magazine</p> <ul style="list-style-type: none"> Tim Munt has relinquished printing and transferred it to a Maidstone company with the same costs, etc Welcome Booklet – this is a hard copy document managed by Eric 	

	Spears. We will need to do more work on this booklet for next year due to the housing project. Action Alex to discuss with Eric Spear.	AB
14	Health and Safety <ul style="list-style-type: none"> Tony has completed the report and will circulate shortly. The tower, staircase and roof access need a lot of attention. FOSC could be a possibility. 	TL
15	Churchwardens' report <ul style="list-style-type: none"> FOSC have put up a new noticeboard Gardeners Society have put a box in Heating is still a big issue highlighted by the recent cold spell. Suggested as a 2019 priority. Action add to May agenda to for a sub-committee to be created including a FOSC member 	Office
16	Safeguarding <ul style="list-style-type: none"> Julie Lupton, Parish Disclosure Officer has met with Sian Newman, Smarden Safeguarding to create a safeguarding policies and procedures manual. This has been sent to Alex and churchwardens for feedback. After reviewing and approval by both PCCs, this will be put onto the church website. Action Julie and Sian to be invited to the next Combined meeting on 18th June to discuss the document. 	Office
17	Events <ul style="list-style-type: none"> Tongwood Chamber Choir concert went very well despite the bad weather there was a very good turnout. Profits to be shared with the Air Ambulance (approx £350) 	
18	Deanery Synod <ul style="list-style-type: none"> Already discussed 	
19	Meetings <ul style="list-style-type: none"> Next meeting is the APCM is 24th April and 14th May 	
	The meeting closed with prayers at 9.30pm	