

ALL SAINTS BIDDENDEN PCC

Minutes of a meeting of the PCC held on Tuesday 17th July 2018 at 6.30pm in the churchyard then in the church.

Present: Alex Bienfait (Chair), Ann Courtness, Joanna Winston, Julie Lupton, Paul Webster, Peter Cutts, Tanya Ling (Minutes secretary)

Item		Action
1	The meeting opened in prayer.	
2	Apologies for absence. None	
3	<p>Churchyard and church meeting</p> <ul style="list-style-type: none"> • Review of oak tree and insurance claim – a loss adjustor company have served notice to the church with respect to an oak tree in the churchyard. They have requested removal of the tree as they have said it has caused cracks in the walls of the garage nearby.. Alex has contacted, our insurers, the Ecclesiastical Insurance company and they are now handling the claim on our behalf. Subsequently our insurers have been requested by the loss adjuster as to whether the PCC is prepared to allow the tree to be removed, at no cost to the PCC. The report supplied by the loss adjuster, admits no roots from the tree were found under the wall, so there there is no direct proof that the tree has caused the damage. PCC were not in favour not to accept this action. Action Alex will relay this decision to Ecclesiastical insurance but will take advise from them. • Headstone for Mr Buckley – headstone is under a tree and sap is dripping onto it which has caused a complaint. PCC are in agreement that the tree should remain. • Review of graveyard space and the Parish Council update – the Parish Council replied to Alex’s letter with respect to the three options the church have to create new graveyard spaces. The Parish Council were not keen on “Option 3 Jubilee field” which leaves “Option 1 (XX “and “Option 2 To apply for a faculty to re-use available space in the graveyard” .3.75m2 per grave is required per grave - an area of over 12m x 12m needed). PCC agreed that option 1 not viable. PCC agreed to persue option 2. Two areas where agreed, one at the back of the yew tree, in the south east corner of the churchyard, the other, an area north west of the church. Proposed by Julie and seconded by Jo. All in favour. An area, north east of the church, among existing graves was rejected. Action Alex will process this faculty. Julie Lupton will be meeting with the Edmund Harris, DAC representative Action Julie to add this proposal as an agenda item to the DAC meeting. It was noted that some tombstones were in a very dilapidated possibly dangerous state Action Julie will add this as an agenda item for the DAC meeting to ask for their advice how to make it safe. • CCTV system is now installed. It was suggested to run a pilot scheme, for 6 months, to keep the church open on a Saturday or Sunday until Evensong. Action Alex and Ann to meet and decide on church items at risk, who has access the CCTV information and draft a document for next steps. Need to also review the Privacy Policy on the impact on the CCTV data. 	<p>AB</p> <p>AB</p> <p>JL</p> <p>JL</p> <p>AC/AB</p>
3	<p>Minutes of the previous meeting:- The minutes of Tuesday 8th May 2018 were discussed and no amendments required. Adopted and signed by Alex Bienfait.</p>	
4	<p>Matters Arising:-</p> <ul style="list-style-type: none"> • Apollos Trust meeting without Alex to discuss donations. Action Office to 	Office/A B

		arrange and Alex to send the office the annual report for the Apollos Trust.	
5		<p>Open Forum</p> <ul style="list-style-type: none"> FAB now have a charity number and registration complete. FAB have arranged a Greg Wallace event for February 2019 and the Jane Whiteley event 29th Sept - FAB will need volunteers to help. Action Paul to send the PCC a list of what needs to be done and they will arrange cover for the jobs. Phone line installation – outstanding action Action Ann will look at this. 	PW AC
6		<p>Correspondence</p> <ul style="list-style-type: none"> Letter from Chris Cox for new lawnmower – Parish Council have promised to give £500 from the Community Fund for the upkeep of the churchyard Action Julie to liaise with Tom Lupton who will check with the Parish Council as to cheque for this. E-mail from the CWGC to confirm that the sign is fully approved and now awaiting the installation group to contact us with a date. E-mail from the Innovation Group about the subsidence of the Glebelands garage – this has been discussed in item 2. Letter from Friends of Canterbury Oast House to cancel December booking. Thankyou letter sent from the office to Mary Gibbins for their recent group visit donation to the church. 	
7		<p>Finance Update</p> <ul style="list-style-type: none"> Refer to report that Peter Cutts sent out before the meeting. Moving banks – a separate meeting with Brian is required. Action Office to invite Brian to the September meeting. Magazine subscription monies – in a separate meeting in May various ideas were shared on how people can pay for their subscriptions. It was agreed that the BACS details will be placed on the subscription leaflet and also offer Paypal. Action Paul and Peter to register for a Paypal account. Verena Hoffman Thanksgiving Service collection – half to go to FAB and half to go to the church. Action Office to draft and send thank you letter. Legacy to follow. SSE Utility billing issues are being resolved by Peter. 	Office Office
8		<p>Ministry report</p> <ul style="list-style-type: none"> Refer to ministry report. Morning Worship Mattins will not continue in Biddenden. Childrens bibles will now be presented at baptisms. In Need fund may be used by the school for a residential trip for 2019 – approx. £500/600. The Diocese is consulting parishes on the what rise in Quota they would support. Action To be added to the Sept meeting agenda GDPR compliance is in progress and Privacy Policy is being drafted. 	Office
9		<p>Welcomers project</p> <ul style="list-style-type: none"> Joanna will starting looking at the list of actions before the Sept meeting. Action Ann to send feedback on the phamplet draft and Alex to send the quiz sheet. 	JW/AC/ AB
10		<p>John Mayne school</p> <ul style="list-style-type: none"> The school is offering to support our weekly Coffee Call in, with a group of year 6 students attend the coffee call-in once a month as a community project. Action RA to be carried out by the school and Alex to speak with Sally Giles to organize dates 	John Mayne/ AB

11	Churchwardens <ul style="list-style-type: none"> Ann requested approval from the PCC to purchase four square small tables and one large rectangular table. Previous ones are getting old and unsafe. All in favour. Action Ann to purchase tables. 	AC
12	Fabric <ul style="list-style-type: none"> Refer to Fabric report. Hot water heater under the kitchen sink is not working - element may be broke but if not, approval to replace the water heater needed. All in favour. Action Julie to arrange work required. 	JL
13	Events <ul style="list-style-type: none"> Refer to the Events report. Events and fundraising team next year will promote the annual chosen charity. 	
14	Safeguarding <ul style="list-style-type: none"> Final copy has now been circulated to both PCCs for approval. Julie has asked that everyone delete all previous copies. Action The policy to be added to our Website, and and update our notice boards 	AB/JL
21	Date of next meeting is on 4th September 2018	

The meeting closed with prayers at 8.35pm