

St Michaels PCC

Minutes of a meeting of the PCC held on Monday 12th November 2018 at 7.30pm in the Charter Hall

Present – Tom Hay (Chair), Alex Bienfait , Ewa Loffstadt, Vivienne Rose, Stuart Tucker, Edward Demery, Tony Lush, Mike Barkway Tanya Ling (Minutes Secretary)

Item		Action
1	The meeting opened in prayer with Alex.	
2	Apologies for absence None	
3	Minutes of the previous meeting Monday 10 th September 2018 and the Budget meeting on 15 th October 2018 were distributed to the PCC before the meeting for review. Budget minutes – clarification on Joint Account budget - Contribution to Joint account increased from £600 to £660 per month. Minutes for both meetings were agreed and signed by Tom Hay.	
4	Matters arising from the 10 th September minutes <ul style="list-style-type: none"> Item 5 – Closed churchyard – Tony has spoken with Diocesan House to determine the benefits of moving the responsibility of the churchyard to Ashford Local Authority. For any actions to be taken, a faculty would have to be raised. After discussion, PCC are all in favour to keep the churchyard responsibility with the church going forward. Also discussed whether the churchyard should be closed – all in favour of continuing with it to remain open. No further action to close churchyard. Item 6 – Austen Legacy – Alex has had a discussion with Jill Ledger, the executor of the legacy. As yet no formal letter from them to confirm if there are any restrictions on how to spend it. No matters arising from the budget minutes of the 15 th October 2018.	
5	Open Forum <ul style="list-style-type: none"> PCC agreed that the Remembrance Sunday service, with the Gwen Brooker, (Pastor Zion Chapel) presentation, went well. Swarden church tower star has been proposed to be erected and lit on Saturday 1st December. The old Biddenden star is available to be used. All in favor apart from Tony Lush. CWGC proposal – the CWGC sign position was proposed to be on the left hand side wall as entering the churchyard. The photo of the suggested position had been sent to all PCC members to review. All in favor of this chosen location. Benefice calendar – draft calendar circulated to PCC members before the meeting for review. PCC social date has not been added as yet. There will be a date for end of Jan/early Feb in (to coincide with Bishop Keerthi Fernando visit and might take place in Whitstable). Guild AGM date to be added as 24 January 2019 at 2pm. Swarden APCM date to be changed to Tuesday 30th April (rather than 2nd April). Swarden Christmas Tree festival dates suggested as 13th-15 December. Ideally Swarden would like the Carol Service to be the same weekend as the Christmas Tree Festival Acton Tom to discuss with Ann. Office to update the Benefice Calendar with the Christmas Tree Festival dates. Christmas Flowers to be done on 22nd December before the Carol 	TH/Office

	<p>Service.</p> <ul style="list-style-type: none"> • Smarden APCM date confirmed as 30th April (in the church as Charter Hall is not available). 	
6	<p>Finance</p> <ul style="list-style-type: none"> • Ewa sent a year-to-date report to the PCC before the meeting for review. • Vfast invoice for 2019 needs to be sent. Action Office to draft and send. • Apollos Trust bank details required Action Alex to send to Ewa • FOSC payments are to be made for the scaffolding. 	Office AB/EL
7	<p>Ministry update and service planning</p> <ul style="list-style-type: none"> • Successful Harvest arrangements which worked really well but publicity for the Harvest Morning Services may need more work in the future. • All Souls services were well received. • Village Carol Service is on 23rd December Action Readers required for this, Stuart to look into this for Edward. • School Carol Service is on 18th December at 2pm. Action Edward to arrange sides people for this. • Mothers Day service next year discussed as has been low in previous years. Possibility a Benefice Service in Smarden. • Janet Woodward funeral coming up. • Lay ministry – Alex has had a discussion with Tony Richter on this. • Feedback from Diocesan Synod meeting. Diocesan quota increase is 3.5% • Draft Privacy policy has been drafted by Alex. This will need to be sent out for review. Action Office to liaise with Alex on this. • Apollos Trust has three new Trustees and a new Treasurer. 	ST/ED ED Office/AB
8	<p>Magazine</p> <ul style="list-style-type: none"> • Three offers to help with the distribution rounds have been gratefully received. 	
9	<p>Health & Safety</p> <ul style="list-style-type: none"> • Assessment report sent out to PCC for review. • Step from Chancel to the Nave ramp suggested. Action Tom, Edward and Tony to produce a proposal on this. Marcus is looking at various engineers for this project. 	TH/ED/TL
10	<p>Heating project</p> <ul style="list-style-type: none"> • Heating project meeting was held and various proposals made to start the project. Phase 1 - Boiler replacement including the pipe work, possibly have pipes under the pews. Diocesan House do not have an approved list of heating engineers. The Office have asked other local churches for any contacts that may be of use and these have been sent to Edward. 	
11	<p>Events</p> <ul style="list-style-type: none"> • Guild Coffee morning on 7th December at Library House. 	
12	<p>Churchwardens report</p> <ul style="list-style-type: none"> • Donations for the purchase of new pew bibles is slow. 	
13	<p>Meetings</p> <ul style="list-style-type: none"> • Next meeting is the Combined PCC meeting on Monday 3rd December. 	
	The meeting closed with prayers at 9.00pm	

