

St Michaels PCC

Minutes of a meeting of the PCC held on Tuesday 18th March 2019 at 7.30pm in the Charter Hall

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

Item		Action
1	The meeting opened in prayer with Alex.	
2	Apologies for absence Mike Barkway	
3	Minutes of the previous meeting on 29 January 2019 were distributed to the PCC before the meeting for review. Minutes were agreed and signed by Tom Hay.	
4	Matters arising from January minutes :- <ul style="list-style-type: none"> Item 4 - Administration of Holy Communion – Action Office to carry forward to July agenda. Tony also suggested that to attract more Servers, would need to look at a more standard dress code. Action Tony and Alex to meet and discuss further. Item 4 – step from the Chancel to the Nave -Action Tony will redo the Risk Assessment on the chancel step as the previous RA does not mention any risk. Item 5 – Austen legacy – Alex confirms that the family are in support of the porch renovation work. Vivienne also suggested that the candlesticks need either to be renovated or replaced. Item 6 – Ewa confirms that Apollos Trust payments were made end of November 2018 Item 12 – Memorial book in St. Michael – this has been mentioned in the pew sheet several times to ensure the congregation are aware of it. 	Office TL, AB TL
5	Open Forum <ul style="list-style-type: none"> Tony Lush has informed the PCC that he will be stepping down in one years time. 	
6	Correspondence <ul style="list-style-type: none"> Letter from Tony Waddington has been received who has given £800 to St. Michael church. A letter of thanks has been sent in return for this generous gift. E-mail from Lumina energy sent to Edward with details on a new electricity contract which offered a competitive deal. This has now been renewed with a fixed direct debit. 	
7	Nave Altar Review <ul style="list-style-type: none"> Four years ago it was agreed to review the set up and success of the nave altar. The objective was to be closer to the congregation. Action. Alex and churchwardens to discuss this with some congregation members. Office to add an item in the pew sheet to get some opinions and feedback on this. 	Office/AB/ ED/TH
8	Finance update – review of 2018 annual finance report for APCM <ul style="list-style-type: none"> Ewa sent out the APCM finance report before the PCC meeting. For review Action Tony to include some notes on the Stewardship campaign. 	TL

	<ul style="list-style-type: none"> Ewa will speak to Steve Crowe to get some feedback as he is kindly doing the Independent Examiners review for us. Issue with CAF cheque as these are not always accepted Action Ewa to speak with CAF to amend the payee details. 	EL
9	<p>Ministry</p> <ul style="list-style-type: none"> Confirmation service on 8th April at All Saints with Bishop Trevor. There will be an Active Church meeting set up after Easter Pastoral – help is needed from the lay term due to the increase in home communions. Action Alex to look into this further. New organist is Mark Wilson. Smarden PCC are all in favour of his appointment. Pcopier contract – after further investigation it looks as if we have been overcharged for this over a number of years for a substantial sum. Action Alex is meeting with Bradley from the p copier company to raise his concerns on this. The contract will be cancelled with possible further action taken to recover these incorrect charges. There are two elements to the contract – a lease agreement and service agreement 	AB AB
10	<p>Magazine</p> <ul style="list-style-type: none"> Numbers are slowly decreasing. 	
11	<p>H&S</p> <ul style="list-style-type: none"> No update 	
12	<p>Heating project</p> <ul style="list-style-type: none"> In progress with a new boiler installation agreed. One meeting has been held to date. 	
13	<p>Churchwardens and events report</p> <ul style="list-style-type: none"> New idea to have coffee before the Mattins service. Action Office to add this item to the pew sheet. Some tiles fell off the roof during high winds so will be fixed 	Office
14	<p>Meetings</p> <ul style="list-style-type: none"> The next meeting will be the combined meeting on 17th June then the PCC meeting on 15th July at Charter Hall at 7.30pm. 	
	The meeting closed with prayers at 9.20pm	