

# ALL SAINTS CHURCH BIDDENDEN

## EASTER VESTRY MEETING

Minutes of the Easter Vestry Meeting held  
On Monday 25<sup>th</sup> March 2019 at 7.30pm  
in All Saints Church

### Present:

Rector: Rev'd Alex Bienfait (in the chair)  
Churchwarden: Ann Courtness  
Secretary: Tanya Ling  
Parishioners: 14 Members

Alex welcomed all to the meeting and opened with a prayer.

Business was then conducted as follows:

1. **Appointment of Clerk:**  
Tanya Ling proposed as Clerk by Chris Cox. seconded by Joanna Winston. All in favour.
2. **Apologies for Absence:** Apologies were received from Richard Carr, Anne Webster, Stephanie Boucher, Ian Rickwood, Tom Lupton
3. **Minutes of Easter Vestry Meeting 2018:**  
The minutes of the Easter Vestry Meeting held on Tuesday 17<sup>th</sup> April 2018 had been circulated. It was proposed by Jane Carr and seconded by Simon Burgess that the minutes be received, approved and signed by the Chairman. All in favour.
4. **Appointment of Churchwardens**  
One nomination for Churchwarden had been received, as follows:
  - Ann Courtness, proposed by Julie Lupton and seconded by Colin Steere. (Ann was first appointed in 2014). All in favour.

There being no further nominations, Ann Courtness was elected as Churchwarden. Alex said many thanks for all her hard work this year which was followed by a round of applause. Ann said thank you to all those who help her in her role as Churchwarden.

**There being no further business to be conducted at the Vestry Meeting, the meeting closed at 7.40pm and was immediately followed by the Annual Parochial Church Meeting.**

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**All Saints Church Biddenden  
Minutes of the Annual Parochial Church Meeting  
Held on Tuesday 17th April 2019**

Attendance and Apologies were noted as being the same as for the Vestry Meeting.

### **1. Minutes of All Saints APCM Meeting 2018**

All Saints APCM March 2019

The minutes of the All Saints APCM meeting held on 17<sup>th</sup> April 2018 had been circulated. There were no corrections or amendments raised and it was proposed by Ann Giles and seconded by Liz Rickwood that these minutes be approved and signed by the Chairman as an accurate record. All in favour.

## **2. Matters Arising**

There were no matters arising from the minutes of the Annual Parochial Church Meeting held on 17<sup>th</sup> April 2018.

## **3. Presentation of the Electoral Roll**

A copy of the New Electoral Roll has been on the board at the back of the church for the past 10 days. Tanya Ling is our Electoral Roll officer who confirmed that there are 59 on the electoral roll which is 20 down from last year. This will not affect the Parish Share. This decrease was due to some families moving away but mainly people who are housebound and may also be unable to complete the form. Every six years the Church of England requires each parish to create an up to date membership list so this year a new Electoral roll was created. The Electoral Roll Officer contacted those on the previous electoral roll with a new electoral roll form by mail. The Electoral roll enables us to stay in touch with the congregation and gives them the right to vote at our Annual Church Meeting

## **4. Annual Report and Financial Statement**

All reports included in this section, which were the reports required by law, had been circulated with the agenda. These covered a summary of objectives and activities, a summary of PCC business, a review of achievements and performance, financial statements and accounts and the fabric report.

Individual reports from the Churchwardens, and those responsible for or leaders of the many groups that support the worship and activities of the church had also been circulated, i.e. the Choir, Coffee Call-in, the Gift Stall, Fundraising and Events Committee, Health and Safety, Homemakers, Bellringers, Churchyard Maintenance, the Magazine, Website and Welcomers.

### **Matters discussed and noted, and comments:**

- **Ministry:** Alex expressed our sadness at the loss of Catherine Wilson who left our Benefice last July 2018 who is now very happy and busy at her new parish in Bedford.
- **Administrative Information.:** With the new GDPR policy which looks at the protection of data introduced last year, the church office has ensured that policies are correctly changed and the retention of this data is done correctly.
- **Worship:** Alex confirmed the introduction of the new lay led Breakfast Church which has been a creative success. It is organised by Ann Courtness, Martin Giles, and Julie Lupton and everyone feels that it is a more intimate service where people enjoy being closer together and hearing each other sing. Alex spoke about the introduction of Walk Church where attendance ranges from 6 – 25 persons. This is a Fresh Expressions service and one of the reasons Alex started this was to give the opportunity for people who are not usually seen in church to attend a different type of service. For the Walk Church meetings to date around a third fall into this sector and is seen as a success. It is an example of clergy, lay folk and churches pushing out the boundaries of what we imagine worship services to be.. Active Church continues with stable numbers with a slight increase recently.
- **Music & Choir:** Alex is very grateful for the choir and their continued support. Alex stated our sorrow at the resignation of Bob Barnes who is leaving in May as our organist, a lovely person to work with who has worked really hard to build the music team. We are thankful that Mark Wilson will be taking the place of Bob Barnes and will be taking three Sundays per month and the remaining fourth Sunday will be covered by a rota with Jane Whiteley, Marian Robertson and an organist from Headcorn. There is a collection for a thank you gift and card for Bob Barnes for both parishes and will be presented at his last service which is the Songs of Praise service .

- Children and Young People: Delighted that Julie Lupton and Lindi Harman continue to help with the John Mayne school assemblies which are doing well.
- Bell Ringers : A very good year for the bell ringers team who have a good number on their team. Many thanks to Peter Courtness as our Tower Captain.
- Sidepersons: We are thankful to Joanna Winston and her team for their continued hard work on this .
- Learning: Thank you to Julie Lupton and Martin Giles who co-ordinate this group. New members are always welcome.
- Safeguarding: This is about ensuring we have procedures and process where people are safe from unwanted sexual advances and bullying and is taken very seriously. Julie Lupton attends training and conferences for this to ensure we are up to date on this.
- Collaboration: Continue to be part of the Group Ministry with Betersden, High Halden and Woodchurch. We combine for services on the 5<sup>th</sup> Sunday and also run a joint marriage preparation morning each year. Alex meets Sue Wharton on a Tuesday morning for prayer
- Deanery: Spread over a large area extending from Lydd, Ham Street, Woodchurch, Tenterden, Biddenden - a large geographic area. Alex is part of the Deanery Leadership team and organises Deanery events. The Deanery continues to support the Apollos Trust, which was started by Tenterden Deanery, a charity which provides Homewood school and the Marsh Academy with a Christian schools worker. Our sister parish, Smarden PCC put a motion before the Deanery Synod seeking to change the church representation rules to enable non-communicant electoral role people to become members of the PCC. This is now to be debated at General Synod at some point.
- Fundraising and events: Thank you to all who have helped for the past year on this including the Flower Festival and Big Breakfast. The gift stall is kept stocked up and does not make a large amount of money.
- Coffee Call In: This is doing very well with the introduction of year 6 pupils of the John Mayne school coming once a month to assist with coffee making, washing up and kitchen work.
- Keeping the Church Open: The church is now open during the day with a CCTV system and specific doors kept locked. This was started last summer and has been a success to date . Thank you to Jo Smith and her team for the amazing work done for the Remembrance Centenary last year which was a great community effort with a huge number of people attending the church.
- Church flowers: Grateful to the flower team which is headed up by Jeanette Oatway and the work they do towards the Flower Festival.
- Magazine: This is now a very important financial contributor to parish funds with an approx £5K profit last year and we are very proud of the content of the magazine. Many thanks to both Paul and Anne Webster for their continued hard work and dedication to this excellent magazine. Distribution takes time and many thanks to those who get the magazines out promptly to the subscribers.
- Website: The website is working very well and being used regularly. Managed by Alex, Tanya and Stephanie.
- Fabric: We are very grateful for Julie Lupton for all her hard work and the detailed report that she has written.

- Churchyard: This is well looked after by Chris Cox and his volunteer team and we are enormously grateful for all their hard work. Derrick Martin sadly passed away recently who was one of the volunteers. Chris has been doing the churchyard since 1987 . Chris would like to look for someone to take responsibility from 2020. This could be put into the magazine to co-ordinate the maintenance of the churchyard. **Action** Paul Webster to draft article.  
Issues with the adherence of churchyard regulations to the way graves are managed where stone chippings were removed from a grave. Alex has noticed that terram membrane has now been put in its place and there is no mention of this in the regulations. **Action** Alex will raise this query with the Commissionaire General.
- Health and Safety: This is looked after by Mark Clixby who has given a full report. Thank you to Mark for his work and support. The ramp outside the church has been the cause of several accidents and the PCC are now looking at raising the entrance to the church and are awaiting planning permission on this. An architect designed the raising of the path .
- Financial Statement  
Alex would like to thank Peter Cutts for his hard work and for patiently reconciling the figures. Peter Cutts, confirmed it has been a rocky year, but while the figures might look positive, this is only due to a legacy in December, which is restricted to the fabric of the church. Peter thanked Brian Bennewith who does the banking and David Spry for his work as independent inspection. The layout presentation of the accounts has been changed to be in accordance with requirements by the Diocese and the Charity Commission. There was a query of clarification about the payments listed as church upkeep of £5K. This was to cover work on the lychgate, and not the churchyard.
- Churchwarden report: Ann confirmed another successful year with the help of FAB arranging events such as the Greg Wallace evening. Numbers have been stable over the year and sad to see Catherine leave last summer. Thank you to Alex for his continuing support to all of us. The Remembrance Sunday was a great highlight with the church being the centre piece for the village. Thank you to all who help with the church.

## 5. Other reports

The Friends of All Saints Biddenden is a separate charity to the PCC.

## 6. Reading of Bequests. Read by Tanya Ling (as attached)

### Elections

#### 7.a Lay Person to Deanery Synod:

Currently have no representation on the Deanery Synod. There were no nominations.

#### 7.b PCC Members

No new PCC member nominations were raised.

Alex would like to give his thanks for all the time and work that the PCC members give to the parish.

#### 7.c Sidespersons:

The following were appointed en bloc, proposed by Ann Courtness and seconded by Julie Lupton. All in favour:

Denise Bennewith, John Betts, Chris Hautot, Elizabeth Rickwood, Sally Whitestone, Joanna Winston, Colin Steere, Simon Burgess, Pam Littlewood

#### 7.d Electoral Roll Officer:

**Tanya Ling**

Proposed by Simon Burgess , Seconded by Ann Courtness. All in favour.

## 8. Independent Examiner:

David Spry has kindly volunteered to be the Independent Examiner for next year. Proposed by Simon Burgess and seconded by Colin Steere.

### **9. Church Terrier & Inventory**

The Church Terrier & Inventory summarises all the fittings that the church owns. An ongoing list of work is kept on the fabric of the church. Thanks to Julie for keeping it up to date this year. It has been signed by Alex Bienfait.

### **10. Rectors Remarks**

Thanks were given to Ann for all she does as church warden and her support and listening ear. Alex thanked all who help with all elements of the church of which there were too many to mention.

Thoughts and prayers are with the number of people who cannot come to church anymore who Alex visits.

There being no further business, the Meeting closed with prayers at 8.55pm

Signed.....

Date.....

### **All Saints Church Biddenden Minutes of the new All Saints PCC meeting Held on Monday 25<sup>th</sup> March 2019 at 9pm**

**Attendance:** Alex Bienfait, Ann Courtness, Tanya Ling, Peter Cutts, Paul Webster, Joanna Winston, Julie Lupton

**Appointment of Secretary:** Tanya Ling was proposed by Ann Courtness and seconded by Joanna Winston. All in favour.

**Appointment of Treasurer:** Peter Cutts proposed by Ann Courtness and seconded by Julie Lupton. All in favour.

**Co-option of Paul Webster as PCC member**– For his new term on the PCC. Proposed by Joanna and seconded by Ann Courtness

### **Agenda**

No business.

Next meeting is on Tuesday 7<sup>th</sup> May 2019 at 730pm at the Cabin.

## BEQUESTS

### Mrs Elizabeth Ellen Hall, deceased

Received of the Executors of the Will of the above-named deceased the sum of one hundred pounds bequeathed to us upon Trusts declared in the following terms:

"I wish to be buried in the churchyard of All Saints' Church, Biddenden aforesaid in the same grave as my late husband, Charles Henry Edward Hall, if this is in the opinion of my Trustees be practicable and convenient and I give to the Churchwardens of the said Church and their successors the sum of £100 in trust to invest the same in any investment hereby authorised and to apply the income thereof in or towards keeping the said Churchyard in good order and repair and I request that they will keep the said grave (which is numbered 72 and 73) and the tombstone or monument thereon in good order and condition and I declare that if the grave or monument shall at any time in the opinion of my Trustees be not so kept in good order and condition then the said trust fund and the income thereof shall thereupon rest in and become transferable and payable to the British Red Cross Society for the general purposes of the said organisation".

Signed

Churchwardens, All Saints' Church

December 1954.

Biddenden

### Dence Bequest

1. That it should be recorded in the Minute Book that the money invested, in the names of the Wardens for the time being and the Parochial Church Council, in £2,100 worth of 2½% Consols, and the annual interest thereon shall not be used for any other purpose than the maintenance and beautifying of the Churchyard and the grave of Mrs Dence in accordance with the conditions of a bequest from the late Mr A.H. Dence in May 1950.
2. That a similar record be placed in the Churchyard Account Book.
3. That this resolution should be read at all future Annual Parochial Church Meetings for the guidance of newly elected Officials and Council Members.

### **Note from Jenny Aers re: 3<sup>rd</sup> Bequest:**

With regard to the Reading of Bequests (in the last wallet of this section) I have included the detail of the Bequests for Hall and Dence but I don't have the wording for the new Bequest i.e. for Grace Marjory Smith. The referring minute 01/43.4 reads: "£5000 towards the upkeep of the Churchyard and in particular her grave in perpetuity".