

St Michael the Archangel, Smarden PCC

Draft Minutes of a meeting of the PCC held on Monday 27th January 2020 at 7.30pm in the Church

Present – Tom Hay (Chair), Alex Bienfait , Tom Hay, Edward Demery, Ewa Loffstadt, Stu Tucker , 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 11 th November 2019 and 9 th December 2019 (Combined) were distributed to the PCC before the meeting for review. Both sets of minutes were agreed and signed by Tom Hay and Alex Bienfait.	
4	<p>Matters arising from 9th December (Combined) minutes 2019 :-</p> <ul style="list-style-type: none"> • Item 6 – Parish Share working group still to be set up. This will be raised at the next churchwardens meeting for next steps. <p>Matters arising from the 11th November 2019:-</p> <ul style="list-style-type: none"> • Item 4 – Action Office to check if RA for Chancel Step has been sent by Tony to the Office. • Item 4 – Roping of pews. Action Stu to check pricing of suitable double rope. • Item 5 – no update on dates for Paul Hollywood event. Action Ewa/Office to carry forward to next PCC agenda. • Item 8 – Legacy Policy Action Alex and Ewa to arrange a date to discuss. 	<p>Office</p> <p>ST</p> <p>Office/EL AB/EL</p>
5	<p>Open Forum</p> <ul style="list-style-type: none"> • Save the Date - 26th April Alex last day. Action Office to add to pew sheet. • Joint PCC account to pay for Alex leaving party lunch costs. All in favour. 	Office
6	<p>Nave Altar Review</p> <ul style="list-style-type: none"> • A model of a proposed new Nave Altar was available to view, and the PCC discussed this model. There were generally positive comments, particularly about the openness and transparency and the detailed work which was inspired by the church beams. There were some concerns raised about the width but it was also noted that by decreasing the width the detail in the workmanship may be lost. Concerns were also raised about the mobility of the Altar due to its size and weight • During the discussion on the new Altar, the concept of using a nave altar came up again. This is something that the PCC has discussed at length over the past 7 years and it was suggested that the PCC move forward by deciding on whether a nave altar was to be used or not. Edward Demery proposed that we use a nave altar on the second Sunday of the month going forward without further review; this was seconded by Tom Hay. Tony Lush put forward an amendment to the proposal, that a nave altar not be used; this was not seconded so did not proceed. The original proposal was then voted on and all were in favour apart from Tony Lush who was not in favour. • It was agreed that the specially designed full scale model of the new Nave Altar will be used on Sunday 9th February and all feedback will be noted. • Alex will contact the designer with a view to addressing the concerns about width and mobility of the new Nave Altar. 	
7	<p>Charity of the Year 2020</p> <ul style="list-style-type: none"> • Ewa suggested that the PCC could choose a local charity and suggested the Friends of Smarden Primary (FOSP) be the charity of the year. All in favour. • It was agreed that Smarden will place a Toilet Twinning collection box at the church toilet. Julie Lupton to address the Smarden congregation on this charity on 23rd 	

	February.	
8	<p>Correspondence</p> <ul style="list-style-type: none"> Smarden motion – email received from General Synod representative to confirm that this item will probably be presented at the General Synod meeting in November 2020. 	
9	<p>Finance</p> <ul style="list-style-type: none"> Ewa sent out a finance report to the PCC before the meeting Tom has asked Tony for a list of Gift Aid for 2019 as the accrual is increasing and needs to be addressed Action Tony to ask the Diocese for a list and send to Tom Going Cashless presentation on 11th February with Liz Mullins – Ewa is going to try and attend this. Stewardship account is now up and running QR codes for donations in church Action Alex to print off and place at Smarden 	<p>TL</p> <p>AB</p>
10	<p>Ministry</p> <ul style="list-style-type: none"> Alex sent out SP notes to the PCC group before the meeting Alex's resignation and interregnum process Action Tom to liaise Archdeacon office to arrange a meeting for both PCC groups to discuss the interregnum process (this has been confirmed for 10th March). The Archdeacon will form a meeting called <i>Form 31</i> which starts the vacancy notification process. Then there is a section 11 meeting which starts a timetable to create a parish profile. It is important to be aware of the trigger. There is a 4 week period in which the profile is drafted. A subsequent meeting approves the profiles and the parish statement of needs, and each PCC nominates 2 representatives. A working group should be formed soon to start looking at the Statement of Need. Mothering Sunday 22nd March will have both services at 9.15am and 11am. VE day on 10th May with Smarden British Legion – Keith Fazzani may be available for this. After Alex leaves, the church aims to carry on with the pattern of services as they currently are. 	<p>TH</p>
11	<p>H&S</p> <ul style="list-style-type: none"> Trees – Action Edward to arrange a quote for the remaining unsafe tree to be removed 	<p>ED</p>
12	<p>Magazine</p> <ul style="list-style-type: none"> New coloured format has been greatly received. At some point in the future, may look at reviewing advertising costs. 	
13	<p>Heating project update</p> <ul style="list-style-type: none"> Still in discussion – hot air curtains are a possibility Action Tony to check on the prices and running costs of these curtains 	<p>TL</p>
14	<p>Churchwardens report</p> <ul style="list-style-type: none"> Porch work – faculty has received permission and FOSC are happy to pay costs for this. After Easter, AT Palmer will start the work. 	
15	<p>Events</p> <ul style="list-style-type: none"> 17th May – Musicians Octet to play Schubert with refreshments afterwards. Takings will be split and ticket prices to be discussed. All in favour. 	
16	<p>Meetings</p> <ul style="list-style-type: none"> The next meeting will be on Monday 16th March at Charter Hall. 	
	The meeting closed with prayers at 9.55pm	