

St Michael Smarden PCC

Minutes of virtual meeting of the PCC held on 13th July 2020 at 2.30pm

Present: Tom Hay(Chair), Alex Bienfait, Tony Lush, Mike Barkway, Edward Demery, Stu Tucker, Vivienne Rose.

Item		Action
1	The meeting opened in prayer.	
2	Apologies for absence Tanya Ling, Ewa Loffstadt.	
3	Minutes of the previous meeting held on 5th May 2020 and 26th May 2020 (Combined) The minutes were adopted as a true record and virtually signed by Tom Hay	
4	<p>Matters Arising from meeting on 5th May</p> <ul style="list-style-type: none"> Item 4 – Ropes and clips – Action Office to carry forward to when the church is open Item 4 – Signs – Action Tony to investigate further Item 4 – V Fast – still no response from them so remove from agenda until we hear back from them Item 6 – APCM date - 14th October at 7.30pm has been sent out and booked into church calendar Item 5 – Funeral Zoom fees - £60 fee was agreed and is now being charged. Item 9 – Finance – accrued Gift Aid claims – Tom is working on this. Carry forward. Item 9 – Mark Wilson stipend – Mark has been recording for Zoom services and can also play live at services. With this in mind, PCC are happy to continue to pay him at his full rate. Cleaners are back to work full time and are being paid in full. Item 9 – Parish Share – letter sent by Office to PCC members. Archdeacons response was also sent out to PCC members. Item 9 – Legacy policy draft – carry forward. Need to confirm where to put this document on the website. Place under the Support Us tab. Item 9 – Donation appeal – went into the parish magazine. <p>Matters Arising from Combined meeting on 26th May</p> <ul style="list-style-type: none"> Welcomers leaflet review - ongoing 	<p>Office/ TL</p> <p>AB/EL/Office</p>
5	<p>Open Forum</p> <ul style="list-style-type: none"> Vivienne has recently some finished pew cushions which she will store until Risk Assessments are complete. Virtual church is being very well received by people who are not locals and have not previously attended church. This is due to conversations by PCC members with friends. Smarden Advent Star- the star was lent by Biddenden last year. . This is going back to Biddenden as the previous star at Biddenden collapsed. Smarden will need to source a star for this coming Christmas. Action Stu will look into how to dismount the star from Smarden tower. Edward will speak with Marcus on next steps for a Smarden star. 	ST/ED
6	<p>Reopening of the Church</p> <ul style="list-style-type: none"> Risk Assessment for Opening of Church Buildings – Action Tom and Edward to carry this out and report back to the PCC. Canon Law has now been reinstated as churches are now open and require the following PCC resolution:- “Based on guidance from the Church of England and the Diocese of Canterbury, the Priest in Charge and the Parochial Church Council of St Michael the 	TH/ED

	<p>Archangel Smarden acting jointly authorise dispensing with the reading of Morning and Evening Prayer as required by Canon B 11 and the celebration of the Holy Communion as required by Canon B 14 on the following occasions:</p> <p>Sunday 5 July 2020</p> <p>Sunday 12 July 2020</p> <p>Sunday 2 August 2020</p> <p>Sunday 9 August 2020</p> <p>Sunday 16 August 2020</p> <p>Sunday 23 August 2020</p> <p>Sunday 30 August 2020</p> <p>The reason for the dispensation is that in the light of the Government’s guidance on preventing the spread of Coronavirus, there is no church in the benefice which can be used safely for public worship on those occasions.” PCC were all in agreement with this and all in favour.</p>	
<p>7</p>	<p>Ministry update</p> <ul style="list-style-type: none"> • Church worship restrictions – communion will be sharing of the host, distributed standing up, restricted locations to limit moving around the church. No gathering after the services. Cannot sing, muted in the responses, no limit of people gathering for worship but practical limit will be assessed in the Risk Assessment. Alex will use the home communion kit. Life services are limited to 30 persons. Need to confirm what type of deep cleaning or 72 hour closure cleansing needs to be done after all services. Service books can be used, placed in a box after use which will be sealed and left for a week. PCC all in favour of closing the church for 72 hours after each service. • For this Sundays service, a plate will be left out for collections which will then be quarantined for 72 hours. • In Smarden, no contact from Parish Council. decreasing need for the foodbank and will work with school to disperse the food that is left. • No increase in death rate • Baptisms and weddings now being offered. Alex is the Deanery marriage surrogate and we have been processing common license applications which have been coming through. • Walk Church is to restart in August and will be limited to groups of 6. • There is a drop of parish share payments across the Deanery by approx 15-20% • Bethersden, High Halden & Woodchurch rector interviews have taken place, shortlisted candidate has been offered and accepted the role. • GDPR – still looking for a lockable filing cabinet • Home communion – Tony Richter is to accompany Alex on these visits. Alex has purchased another home communion set for 250. Tony has offered to donate half toward the set as well as the Womens Guild. • Apollos Trust which is winding up has surplus funds which will go towards the following projects– confidence project at Homewood school, christian mentoring project by Fegans charity in September, Marsh Academy is running a refugee awareness project • Welcome leaflet – Alex and Stu have had several meetings and will now need to mock up a proper leaflet. Need some typesetting skills. 	
<p>8</p>	<p>Notice boards in porch</p>	

	<ul style="list-style-type: none"> Church porch has been renovated and requires four new noticeboards. This requires a B4(9) application and needs the approval of the DAC Chairman and then to be signed off by the Archdeacon. Edward e-mailed the PCC details of then new notice boards for their review before the meeting. Guild have offered to pay for one of the notice boards and the remaining three are being paid for by other individuals. PCC are happy to proceed on the basis of Edwards email. Proposed by Mike, seconded by Vivienne. All in favour. Now required to go through the faculty process for the noticeboards. 	
9	Correspondence <ul style="list-style-type: none"> None. 	
10	Finance <ul style="list-style-type: none"> Ewa sent out the finance reports to the PCC group before the meeting for review. Lockdown appeal has raised £2546 including Gift Aid which covers most of the £3000 shortfall that was predicted for this year. Tony wrote to the regular givers which has also resulted in a further £2000 per year which was not in the original forecast. Income and expenditure is better than expected this year. Agreed that the Parish Share should be paid . 	
11	Magazine <ul style="list-style-type: none"> Alex thanks Tony for continuing the magazine through the pandemic. 	
12	H&S <ul style="list-style-type: none"> No updates. 	
13	Churchwardens report <ul style="list-style-type: none"> All covered in previous items 	
14	Events update <ul style="list-style-type: none"> No update. Still looking for ideas for as and when we can hold any events 	
	Date of the next meeting is 28th September – time tbc – Zoom virtual meeting or Charter Hall tbc .	

The meeting closed with prayers at 4.15pm