

ALL SAINTS BIDDENDEN PCC

Minutes of virtual Zoom meeting of the PCC held on Tuesday 17th November 2020 at 7.30pm.

Present: Alex Bienfait (Chair), Ann Courtness, Anne Webster, Julie Lupton, Peter Cutts, Tanya Ling (Minutes secretary)

Item		Action
1	The meeting opened in prayer.	
2	Apologies for absence. Julie Lupton	
3	Minutes of the previous meetings held on 6th October 2020 Minutes were adopted as a true record and approved online and to be signed in the office by Alex. Action Office to add to Item 10 "a new inspecting architect"	Office
4	Matters Arising <ul style="list-style-type: none"> • Welcome to Anne Webster for joining the PCC. • Ann C yet to meet Mark Clixby due to pandemic Action Office to carry over to 2021. • Alex has spoken with Nigel at Benenden Heating. Frost stat re-calibrated, to activate at 3 degrees, where previously it was 8.5. It was agreed to review how often the boiler come on in cold weather. There might still be a potential problem with the location of the frost stat, as the location in the boiler room, as there is very little heat that can be generated in this outside draughty shed. Nigel also pointed out that both boilers also have a frost stat, so there is a double frost protection. • Ethos photocopier final payment has been made- see Rectors report for more details. • Insurance Employee liability certificate is now displayed in the church. • A Marriage Order for Smarden and Biddenden parishes allowing Banns to be read at either church and allow the wedding to proceed in either church has been received from Bishop Rose Dover and filed in the PCC folder. A scanned copy was sent to the PCC for their review. A scanned copy is also filed in Policies folder and the Marriage folder for future reference. 	Office
5	Open Forum <ul style="list-style-type: none"> • Action Office to send thank you letters to Paul Webster and Joanna Winston who stepped down as PCC members last month. • Anne W spoke of Psalm 127:1 and what were the thoughts of the PCC were on this. Alex suggested we should add this to the Combined PCC meeting in December to reflect on this verse. Action Alex /Office to add to the Combined PCC agenda? 	Office AB/Office
6	Correspondence <ul style="list-style-type: none"> • Renewal for the Authorisation to assist at the altar had been received. Julie Lupton, Martin Giles, John Betts, Suleman Sarfraz, Jodie Reid were nominated. Proposed by Anne W and seconded by Ann C. All in favour. Ian Rickwood has stood down. The PCC thanks him for his ministry with the administration of holy communion. Churchwardens are automatically allowed to assist in the distribution for holy communion. Anne W proposed to administer communion in people's homes, but Anne W would like to this further with Alex. • Lisa Brooks has been appointed as our quinquennial inspector – letter sent and filed. 	AW/AB
7	Covid 19 <ul style="list-style-type: none"> • Lockdown 2 impact – reverted back to Zoom only services but were still able to hold 	

	<p>our outside service for Remembrance Sunday including singing.</p> <ul style="list-style-type: none"> Bellringers – an issue with one of the bellringers has arisen as the individual also rings at Tenterden. Biddenden bell ringers were unaware of this. St Mildreds Tenterden bellringers raised a complaint with Kent bellringers association about a potential breach of Covid rules. Tower Captain Peter Courtness has subsequently spoken with Kent bellringers association the complaint has been dealt with. The individual can not now ring in Biddenden. Peter concerned for welfare of individual, as a potential safe guarding matter. Action Alex and Peter Courtness to discuss with Revd Lindsey Hammond at St Mildreds in Tenterden about how the matter has been handled, and ask Lindsay to check on the individual concerned. Julie Lupton, safe guarding officer, notified. 	AB/P Courtness
8	<p>Finance update</p> <ul style="list-style-type: none"> Finance report sent to the PCC before the meeting. Upcoming remedial investigation works invoice for the north aisle issue from Ed Morton structural engineer. Agreed this should be paid £879. A new column in the accounts requested to track the North aisle works. G Denny final settlement letter discussed. There is reluctance to offer to pay the 10% of the full cost of the refurbishment of the south aisle chapel as he has not carried out the supervision to completion. Further discussion will need to be carried out on this. Action Alex and Ann to speak further on this at next churchwardens meeting. VAT claim followed up. Peter has been successful in getting VAT back on the sewage works pump though the ramp was refused. Parish Community Support fund letter from Alison Swannick – Julie has asked if they could pay the legal costs for the increased graveyard space. Awaiting a reply from Alison. 	quot AB/AC
9	<p>Charity 2021</p> <ul style="list-style-type: none"> Ann C has suggested Crossways Community - a local Christian charity which provides residential care and support for adults with mental health issues. Proposed by Alex and seconded by Anne W. All in favour. Action Ann C will create an article about the charity for the magazine and send to Paul Webster. 	AC
10	<p>Ministry update</p> <ul style="list-style-type: none"> Rectors report was sent out to the PCC before the meeting. Local Biddenden food voucher scheme has been suggested. It will be funded by the “In Need” fund. It will be advertised on Facebook and in the Parish Magazine and the primary school. A parallel scheme is being run in Smarden. Anonymity is important for this scheme. Action Alex will emphasis the need for confidentiality for those handling vouchers . Alex will also keep some vouchers at the Rectory for “Travellers of the road”. The PCC were all in favour of the proposal. Services started in September in church were popular but more difficult to follow on Zoom. The rules with singing not allowed are a concern but hope that this changes. The technological challenges and limitations with Zoom services are something to be aware of. St Mildred’s in Tenterden have live services from the church. Christmas service plan has been published in the Parish Magazine and we are hoping to have an outdoor carol service on Sunday 20th December at 4pm. This will replace the village carol service and christingle service. Where to hold the carol service needs some thought. 11pm Midnight service and 11am Christmas services - this will require the church to be cleansed by volunteer team. Action Ann to look at this, and organise cleaning between these services. For the Christmas services we may need a booking system for those who come 	AB AB/AC

	<p>into the church. All Saints cannot use the north aisle during the services. Action Ann C will plan out the number of persons who can attend these services with social distancing in place.</p> <ul style="list-style-type: none"> • Pastoral – still a low number of funerals despite the pandemic. • Welcome leaflet – the Smarden draft is nearly finished. This could be leveraged for Biddenden? • Walk Church will hopefully start next year • Ethos Photocopier claim settled. We have written confirmation of no further claims, The new contract is much cheaper. • Apollos Trust is being formally wound up. • Deanery –15- 20% drop in parish share over the diocese is predicted. • Action Peter to write to David Macaulay to update him on the change in parish share split between Smarden and Biddenden. Alex to give contact details to Peter and diocese for quota payment. • Biddenden star is now up in the tower. • GDPR – Alex is still searching on ebay for a lockable filing shelf for the cabin. • Chris Cox retirement gift ideas – . Action Ann will speak with Chris to get an idea of a gift and when to give it to hm. • 	<p>AC</p> <p>AB/PC</p> <p>AC</p>
11	<ul style="list-style-type: none"> • Health and safety • When scaffold is erected we will need to update Ecclesiastical insurance. 	
12	<p>John Mayne School</p> <ul style="list-style-type: none"> • Harvest gifts from the school were given to “Catching Lives”, an independent charity aimed at supporting the rough sleepers, homeless and vulnerably housed in Canterbury and East Kent. 	
13	<p>Safeguarding</p> <ul style="list-style-type: none"> • See covid section item 7 - safeguarding concern with one of the bell ringers. 	
14	<p>Fabric</p> <ul style="list-style-type: none"> • Report from Julie Lupton sent out to the PCC before the meeting. • Scaffolding quotation from Doleman Conservation. Following the investigative work Doleman carried out, immediate provision of scaffolding recommended by structural engineer Ed Morton. Doleman under instruction from Ed Morton provided a quotation for scaffold. There was confusion about what the quotation provided for. Based on the assumption that this was a price for the purchase of the scaffold, quotation approved. <i>(Please note a revised quotation was sent by Doleman on the 18th November which will increase these costs)</i> • Tilt meters recommended by structural engineer. Tilt meters quotes received. Lisa Brooks has advised that we accept these quotes. Given the high cost of the meters, the PCC wondered if 2/3 surveys per year would be cheaper than using the meters. Action PCC would like 2 further quotations for tilt meters and/or the cost of alternative measurement survey. Alex to look at cad surveys. • PCC would like to express their appreciation to Julie for all her work on the fabric items 	<p>AB/PC</p>
15	<p>Churchwarden report</p> <p>A difficult time but still producing worship and services and people are grateful for this. Proud of remembrance sunday and most appreciated by all. Challenges ahead but will pull together to make it work.</p>	
16	<p>Events and fundraising</p> <p>Anne Webster sent details of 2 proposals</p> <ul style="list-style-type: none"> • Christmas Day meals – PCC supportive, and though good idea. Safeguarding issues to be raised. Viability survey would be a good starting point with the PCC 	<p>AW</p>

	owning the idea. Action Ann to attend the parish council meeting tomorrow <ul style="list-style-type: none"> • Ebay charity account – someone in the village with large storage space and spare time to run an account. Office put out an advert to see if there is a volunteer out there. Action Ann W to draft an article for the parish magazine to raise money for the church building 	AW
	Date of the next meeting –Combined PCC meeting on 14 th December on Zoom at 7.30pm to discuss the House of Bishops report which ask churches to think about the human sexuality debate	

The meeting closed with prayers at 9.35pm