

ALL SAINTS BIDDENDEN PCC

Minutes of meeting of the PCC held on Tuesday 6th July 2021 at 7pm at All Saints church

Present: Ann Courtness (Chair), Martin Giles, Judy Grey, Roger Martin, Anne Webster, Julie Lupton, Peter Cutts, Tanya Ling (Minutes secretary)

Item		Action
1	The meeting opened in prayer.	
2	Apologies for absence. <ul style="list-style-type: none"> • None 	
3	Welcome to new churchwarden and PCC members The PCC welcomed the new members - Martin, Judy and Roger.	
4	Election of Independent examiner for 2021/22 <ul style="list-style-type: none"> • David Spry has confirmed he is happy to continue as the Independent Examiner for next year. PCC were all in favour. 	
5	Minutes of the previous meetings held on 25th May 2021 <ul style="list-style-type: none"> • Minutes from the meeting on 25th May 2021 were adopted as a true record and approved. All in favour. 	
6	Matters arising <ul style="list-style-type: none"> • Item 5 - Welcome leaflet – Anne distributed publicity strategy files to the PCC before the meeting for their review. PCC agreed to put on hold any production of leaflets at this point until a new incumbent is in place. • Anne suggested a double page spread in the Parish Magazine for the September issue with information about the church. Draft to be sent to the PCC shortly and agreement by the PCC by 13th August to publish. Also suggested the next edition of the Parish magazine to include a questionnaire asking “Does church matter?” This will help Anne to get quotes for the September issue. • Item 6 - In Need fund – Wheelchair has been purchased for £155.55 using money from the In Need fund. It will be used for congregation members who are less mobile. Waiting for it to be delivered. Judy has also offered their wheelchair as well. • Item 7 - Correspondence – the local A level Cranbrook student has agreed that he will give us copies of the aerial photographs of the church when he takes them. He has a licence for his drone. 	
7	Correspondence <ul style="list-style-type: none"> • Email received on 2nd June from Innovation Group (insurance) to confirm that they have appointed Subsidence Management Services to handle the subsidence claim from 41 Glebelands. Advice from tree surgeons and prices will need to be done. Action AC/MG to discuss who will be looking after churchyard matters such as this • Thank you letter from Crossways for the £649.05 donation raised from the Easter Lent appeal. • Ann C confirmed that we had received a request for a bird box to be put up above a grave on a tree. Ann confirmed that it was OK to put up the bird box. 	AC/MG
8	Interregnum update <ul style="list-style-type: none"> • Ann C confirmed that the Parish Profile has been completed and has been sent to Archdeacon Darren who has given feedback. The vacancy will be advertised in August both online and in Church News and we hope to receive applications in September. 	
9	Finance update <ul style="list-style-type: none"> • Finance report to the PCC before the meeting. 	

	<ul style="list-style-type: none"> In June, £10,000 of our CCLA investments were liquidated and transferred to our NatWest current account. This should last until October, when another transfer may be required . General giving is still low. Account signatories update – for our Natwest current account and CCLA investment account, Peter has asked the PCC to remove Alex Bienfait and Paul Webster from the list and replace them with Martin Giles and Julie Lupton. PCC all in favour. The full signatory list for both accounts are Ann Courtness, Peter Cutts, Martin Giles and Julie Lupton. 	
10	<p>Fabric report</p> <ul style="list-style-type: none"> Fabric report to the PCC before the meeting. Car park resurfacing- no updates Lady chapel repairs – Lisa Brook inspected the works and agreed that the quinquennial inspection will be done this coming November. Ed Morton will require a full year's readings from the tilt meters before any solutions can be given. Therefore any potential work on beam or walls will be 2022. Plastering work being done by Goodsell is running 3 weeks behind. Sound system – no update from Neil Kavannagh to complete the outstanding work. Action Roger has volunteered to look into this. PAT testing – very perfunctory and no testing was done. Next year we will not use Britains Ltd Church tower clock is now working – thank you to Brian B for his work on this. We are awaiting the invoice for the coils from Brian . Toilet expelair is not working Action Martin Giles will be looking into this going forward. Kitchen boiler is not working – it is the original boiler that was installed when the kitchen was fitted. Martin has found 2 options – 1. freestanding option to stand on the counter – 8 litre tank with 20 litre output – no electircan is required to fit it. £166 inc. VAT. 2. Wall mounted boiler which comes in 3 different sizes up to 7 litre – recommended the 5 litre one which is £400. No electrician fitting is required for this either. Action PCC agreed that option 2 looked better but wanted to clarify If the boiler has to empty before refilling. PCC all in favour of purchasing the boiler pending the query on the refill process. Martin will look into this. 5 year emergency lighting testing is due in September – the emergency exit light at the north aisle will be fixed at this time. Floodlight at the end of the church has not worked for some time. Martin would like to change the lights to LEDs rather than the current halogen lights. The timer for these does not work well so would like these changed as well. Action Martin to get some ideas and quotes on the various options that could be taken. Julie Lupton is now handing over the Fabric works to the new churchwarden Martin. Martin and the PCC thanked to Julie for all her work on fabric since 2010 . Judy has said that John Grey can volunteer to assist with fabric works as well. 	<p>RM</p> <p>MG</p> <p>MG</p> <p>MG</p>
11	<p>Book repository</p> <ul style="list-style-type: none"> Roger has requested to make use of the church premises to establish a village book repository/book hub/community reading project .The objective to establish a space suitable for the storage and display of books and reading material for the purpose of loan and return. Initially start as a book swap. People could swap books,(all books not just religious books)a book swap. Roger has created abc bookhub and an email. Tesco Community Manager indicated that it might be possible to support this withy around £1K per year. Looking at two or three sessions per week. Insurance company would need to be contacted . Provides a community link and a very good opportunity for the church. Action Roger asked 	<p>RM/JL</p>

	for PCC approval to go ahead with promoting the library. All in favour. Safeguarding training will be required for those who run the library sessions. Julie will look into this.	
12	FAB <ul style="list-style-type: none"> FAB bridge event was held yesterday and took over £1100 though expenses need to be taken from this figure. FAB Treasure Hunt is coming up shortly Action Office to ask FAB in September for an update. 	Office
13	John Mayne school <ul style="list-style-type: none"> JM school is looking to join the Tenterden Schools Trust. The rector is ex-officio member of the governors body so in interregnum who does this? Tom Hay is a foundation governor so may be able to advise. Action Ann C will check with Tom on this. 	AC
14	Safeguarding <ul style="list-style-type: none"> Safeguarding report to the PCC before the meeting. New PCC members will need to take the online safeguarding training. Action Julie to send them a link. 	JL
15	Fundraising and Events <ul style="list-style-type: none"> Fundraising report to the PCC before the meeting. Summer fete is going ahead and Risk assessments have been carried out and published on the church website. PCC all in favour. Action Julie will send the RAs to the relevant participants. 	
16	Magazine <ul style="list-style-type: none"> No response to the health and safety officer advert in the magazine. This will be re-advertised. PCC thanked both Paul and Anne for continuing their work on the magazine throughout lockdown. 	
17	H&S <ul style="list-style-type: none"> No response to the health ad safety officer advert in the magazine This will be re-advertised in August and September Action Ann C and Martin to discuss further. 	AC/MG
18	AOB <ul style="list-style-type: none"> Tuesdays meetings – Monday evenings seem to be more suitable for PCC members. Action Office to add this to the November agenda and draft the 2022 calendar FAB insurance – does it have insurance for events in the church? Martin attended the Ecclesiaastical Webinair which queries this .Action Julie to send Martin the policy Choir account – Peter asked if this can this be drawn down on? Action Peter to send Ann C and Martin the email about the honorarium details. Anne W to speak with Sharon Muskett to assist with sacristan. 	Office JL PC AW
	Date of next meetings – 26 th July Combined PCC at St Michael, Smarden at 7pm, 6 th September at All Saints, Biddenden or the Cabin	

The meeting closed with prayers at 915pm