

ST MARY RIVERHEAD with DUNTON GREEN

MINUTES

Meeting of the Parochial Church Council Tuesday 3 May 2011 In the Church Hall

PRESENT:

The Reverend Canon Paul Francis – in the Chair

Diane Williams, Barry Sharp, Elaine Hanham, Ronnie Todd, Susan Allender, Martyn Berry, John Curtis, Doris Gosnold, David Holmes, Ruth Merson, Margaret Nicholas, Martin Perry, Anne Straight, Jean Woods, Andrew & Joanna Tawse. Mary Howard was present for the first part of the meeting.

1. Opening Prayers

The meeting began with worship.

2. Apologies

Apologies were received from: Audrey Bernardi & Anne Bourne.

3. Election of PCC Officers

- I. Barry Sharp - Vice-Chair (he will chair the meeting once the Vicar has left)
- II. Ronnie Todd – Hon Secretary (PCC member)
- III. Elaine Hanham – Hon Treasurer (non-PCC member)
- IV. Standing Committee – Vicar, 2 Churchwardens, Hon Treasurer, Hon Secretary, Doris Gosnold, John Curtis

It was noted that a quorum is $\frac{3}{4}$ of the total of the specific committee

4. To approve the Minutes of the meeting 14 February 2011

The Minutes were approved and signed by the Vicar as a true copy.

5. Matters Arising

- 4.i The Jonathan Witchell Memorial Bench – The bench is now in place. The Witchells have been offered a dedication and blessing of the bench, if they wish. The faculty has been returned.
- 4.ii Church Repairs – Diane Williams reported that Ross & Co started the repairs on the church roof today, which won't include the lead replacement; we have yet to receive a quote. The lightning conductor has been damaged and has also been repaired today. We have heard nothing more regarding the theft of the lead; the matter is currently with the police, together with the lead which the thieves left behind. It was agreed that a note be put on the notice board pointing out that Lacomet is used instead of lead. Diane confirmed that the Lacomet replacement is covered by our insurance.
- 4.iii Events Team – The Vicar thanked the team for their efforts so far. The Easter breakfast and Passover supper were both very good. Susan Allender mentioned that they have other possible events in mind:

Family day out
Summer Party
Involvement with the Riverhead Carnival

6. Diocesan Stipend Payments Review – The Vicar reiterated our thoughts from the last meeting on how stipend payments are paid. He has replied to Martyn Burt, Diocesan Treasurer, in his capacity as Rural Dean and suggested that any change should be made only as part of a bigger structure. He has heard nothing further. The Vicar will give the Churchwardens a copy of his letter. The PCC were all agreed that we would prefer to leave things as they are.
8. Dunton Green Development – There was nothing further to report. A bid has been submitted on our behalf for a number of things, including outside church lighting and repair of church steps. We have had a visit from a district councillor.

Garden of Remembrance (Bonfire complaints) – The Vicar had received a letter of complaint from the District Council on behalf of a neighbour as there had been a bonfire in the churchyard. It was noted that bonfires are not held very often and therefore it shouldn't be an issue in future.

Ronnie Todd read out an email she had received from Robin Tonge regarding the Garden of Remembrance:

Briefly, I have noted, as have others concerned with maintenance of the Garden, that the retaining "wall" of wooden posts on the left hand side as you enter the Garden, is in danger of collapse. It would appear that the 'Tanalised' wooden posts put in place when the Garden was constructed in 2006 at a cost of £347, have now started to rot and I fear collapse of the raised earth bank (containing cremated remains) above this line of posts.

Having discussed this problem with others, we feel that a retaining wall of brickwork, or even local stone, should be put in place this summer. At this stage, I should like to seek support from the PCC in principal, for this work to be done. I have not yet had an opportunity to cost this work, but I would think it would be considerably more than the original cost (£347) quoted by John Cornish Landscapes, who constructed the Garden in the first place.

I doubt that John Cornish would offer a guarantee to cover this problem five years on and I would recommend something more permanent (such as a brick wall) would be preferable to simple replacement of the line of wooden posts.

I should be grateful if you would raise this with the PCC and let me know the reaction.

I should also mention that the grassed areas of the Garden of Remembrance are in a poor state and I am proposing to apply a lawn dressing to try to improve the condition of the grass. I am intending to fund this myself, but I should like to float the idea of establishing a maintenance fund for the ongoing care of our Garden of Remembrance.

Diane Williams wondered whether we would need a faculty for the brick wall; she will ask the Archdeacon for his advice.

A discussion ensued regarding the maintenance fund. Would it come from the general fund? Elaine had no objection, although she was a little concerned as to where the money would come from. It was agreed by all that it would be best to keep the fund as part of the general fund. The proposal from Robin Tonge was agreed in principal but Ronnie Todd will ask Robin how much he was thinking of for the maintenance fund and report back. The Churchwardens will check on the guarantee for the original work.

6. Dunton Green Fun Day - Insurance

After some discussion on our contribution towards the Dunton Green Fun Day it was agreed by all that we should pay the insurance for the day at a cost of £166 (public liability) and provide refreshments. This will be another event for the Events Team to organise, for which they will need extra help. It was proposed that we put up a banner to advertise St Mary's Church.

The Vicar will advise Bessels Green Baptist Church of our decision.

7. Child Protection Policy

Our Child Protection Officer, Mary Howard, was present at the meeting and read out the policy. The Policy Statement form was then signed and will be sent off to the Diocese with a copy being placed on the Notice Board in church. The PCC were happy for Mary to be our Child Protection Officer. Mary advised the PCC that she has contacts from whom she will be able to seek advice should she need to. The Vicar will check whether Mary's address needs to be shown on the form which will be on display. A child line form is also needed for display in church. Martin Perry agreed to find out where we get the forms from.

8. CRB Fees

Rosemary McLintock had reported to the Vicar that the cost of disclosures for CRB checks has increased. It was agreed that we make sure only those people who really need them are applied for. The matter of Tots & Toddlers' helpers was raised; do they need to be CRB checked? Diane Williams will check with Rosemary with regard to Ronnie Todd and Helen Best.

A question was asked whether the church needed to be CRB checked to cover people who deal with vulnerable/elderly adults, i.e. lunch club drivers, lifts, etc. The Vicar replied that we are not needed as a church to be CRB checked.

9. Forthcoming Interregnum

The Vicar raised several points of concern regarding the forthcoming Interregnum.

- i) Should we go ahead with the follow up meeting by Ross Garner on 11th June? It was agreed by all that we should. The Vicar will confirm with Ross Garner.
- ii) Other clergy are available to help from, for instance, Kippington. Peter Flynn is also keen to help. Stephen Snelling should also be able to help as he is being ordained in June.
- iii) Retired priests are authorised to do everything needed during a church service.
- iv) Readers are licensed to go anywhere, providing they have their incumbent's permission.
- v) The Archdeacon is meeting with the Churchwardens next week – Section II Meeting.
- vi) We need to elect two parish representatives for the selection process.
- vii) A Parish Profile is being prepared for the new incumbent. We could advertise or ask the Archdeacon for any possible names internally.
- viii) Paul will get together with the Standing Committee in June.

10. AOB

Dean of Rochester – The Vicar reported that the Dean is leaving his current post to become the Bishop of Stepney. There will be a farewell service for him at Rochester Cathedral on Sunday 3 July at 3.15pm. All welcome. The PCC agreed to give £50 towards a gift.

External Gifts – Martin Perry asked whether the congregation are told when gifts are given to people outside of our church? It was agreed that a note should be put in the mini-mag regarding our farewell gift to the Dean.

The following proposal was then made by Margaret Nicholas:

We have a policy to ask the congregation if they would like to make a donation to a gift for people outside of St. Mary's. Information about the person concerned will be given.

PCC were all agreed

Commissioning of Churchwardens and PCC – This will take place during the service on 12 June.

Car Park Fence – Grateful thanks was given to Robert McLintock and John Curtis for putting up the fence at the top of the car park.

Parish Hall Telephone – Margaret Nicholas asked whether we need to have the land line phone in the Parish Hall. The number of calls made is minimal, if at all. The bills are usually £57 per month which is solely the line rental. After some discussion, the Vicar recommended that we keep it for the time being.

Christmas Tree Festival – Elaine Hanham put forward a proposal for opening the church to the local community over the Christmas period where we have a display of Christmas trees which would be provided by the local shops. Visitors would be asked to make a small donation. Tea and Coffee would be provided. This would be a good opportunity for opening the church to the local community. It was agreed that Elaine should bring along a proposal to the next PCC meeting.

The date of the next meeting will be **Tuesday 5 July 2011** in the church hall where Kerry McMillan will give a guest presentation regarding Parish Links.

Ongoing PCC dates:

Tuesday 6 September 2011

Tuesday 8 November

Tuesday 3 January 2012

Tuesday 6 March

AGM – Sunday 22 April 2012

The meeting ended with prayer.