

# ST MARY RIVERHEAD WITH DUNTON GREEN

## MINUTES

### Meeting of the Parochial Church Council Tuesday 1 October 2013 – 8.00 pm In the Church Hall

#### PRESENT:

Vicar (Martin Booth) – in the Chair

Barry Sharp, Ronnie Todd  
Susan Allender, Audrey Baker, Audrey Bernardi, Martyn Berry, Doris Gosnold, David Holmes,  
Chris Ledson, Margaret Nicholas, Martin Perry, Anne Straight, Stuart Wigley, Diane Williams,  
Jean Woods

#### 1. Opening Prayers

The Vicar opened the meeting with prayer .

#### 2. Apologies

Apologies were received from: John Curtis, Margaret Curtis, Ruth Merson, Bennet Smith

#### 3. Church Organist – Janet Sharp in attendance to give an update

The Vicar welcomed Janet to the first part of our PCC Meeting where she updated the PCC on progress in finding a replacement organist/choir leader.

A number of candidates have contacted the Vicar, and the process of finding an organist and choir trainer is continuing. One candidate is particularly interested in the post and will meet with the Vicar on a formal basis, should they wish to pursue their interest further.

There is still the possibility of placing an advertisement in the Link if needed

The Vicar thanked Janet for coming along to update us. Janet then left the meeting.

#### 4. Approval of Minutes of PCC Meeting dated 2 July 2013

The Minutes were amended to remove Chris Ledson from those present and add his name to Item 2 "Apologies". The Minutes were then agreed by those present and signed as a true copy by the Vicar.

#### 5. Matters Arising

There were no matters arising.

#### 6. Parish Disclosure Officer

The Vicar advised the meeting that Zoe Bromwich is happy to take up the position of Parish Children's Representative. The PCC were unanimous in their approval.

The sub-committee will therefore consist of:

Rosemary McLintock as PDO (Parish Disclosure Officer)  
Zoe Bromwich as PCR (Parish Children's Representative)  
Ronnie Todd as LO (Liaison Officer)

The Secretary was asked to arrange a meeting for the sub-committee to meet and decide on a list of roles/post holders for the PCC to approve.

The Vicar read the Parish Policy Statement for Safeguarding Children 2013 to the PCC. The PCC all agreed to accept the Parish Policy Statement.

The Secretary will send the signed Policy Statement to the Secretary at the Diocese of Rochester.

## **7. Financial Update**

The Treasurer, Stuart Wigley, reported that he was in the process of reviewing our bank charges. He is looking into the possibility of moving to another bank, possibly with free banking.

The annual forms have been received to complete details of our finances which Stuart is proceeding with.

Stuart is also looking at alternative financial software.

## **8. Church Fabric**

Church Roof – Diane Williams reported that the roof repairs are now complete.

Downpipe – the downpipe by the vestry was coming away from the wall. This has been fixed.

Resurfacing – John Curtis had been in contact with the District Council who have said they would assist towards funding re-surfacing of the area outside the Vestry door. John asked the contractor whether they would also quote for the area including outside the south door and the drive up to the main car park. The company did so and have also quoted for excavating roots and making good as well as digging a trench for the lighting cables, in preparation for installation of the new lights, to avoid damaging any new surface.

The cost to St Mary's would be £782.00 + VAT; the cost of excavating roots and a trench and supplying and laying ducting for the lighting cable will be an extra £1325. Total cost to St Mary's £2107.00 + VAT. The PCC agreed to accept the quote and go ahead with the works. Diane Williams and John Curtis were thanked for their time and effort.

Church Clock - Barry Sharp reported that the church clock had stopped. Geoff Holland and Robert McLintock have had a look but decided it needed an engineer. The PCC delegated Geoff, Robert and Diane to agree with a contractor a price for its repair. (Note: the clock was back in working order the day following the PCC meeting)

Garden of Remembrance - Barry Sharp noted that a group of people were seen eating and drinking in the Garden of Remembrance. The PCC agreed that St Mary's is happy to welcome anyone into the church grounds, provided they behave responsibly and appropriately.

Notice Board - The glass in one of the outside Notice Boards is broken. The subject will be discussed at the church fabric committee meeting.

## **9. Events Update**

i) Riverhead Carnival and Patronal Festival

The Vicar thanked all those who were involved with both these events which had been very successful.

ii) Harvest Festival

Harvest lunch is the next event. The PCC agreed that the loose collection from the Harvest Festival service will be given to the Bridge Trust as usual and the food will be split between Bridge Trust and the Loaves & Fishes Food Bank. The Secretary was asked to put a note to this effect in the mini-mag for the Harvest service.

iii) Photographic Event

The Vicar put forward a proposal for a photographic competition and display to take place next summer. This would involve the communities of Riverhead and Dunton Green. A sub-committee to organise the event will be appointed in the near future.

iv) Traidcraft – Anne Straight reported she will be holding a Traidcraft Christmas card/gift sale on Saturday 2/11.

## **10. Outreach**

i) Hospice in the Weald – The speaker Liza Waller (Chaplain) from Hospice in the Weald had spoken at the Sunday service on 22/9. Everyone commented on how well she spoke.

ii) Poverty & Hope – The Vicar advised the meeting that Chris Weller from Poverty & Hope will be coming to speak to us on Sunday 24/11.

## **11. Church Services**

5/10 – Judith Collins from Faithworks will be coming to speak to us.

20/10 – Chaplain of Trinity School, Simon Duan, will be coming to speak to us.

3/11 – Service in Commemoration of the Faithful Departed at 3pm

22/12 – It was agreed that the Nativity Play put on by the Sunday School will be changed to Sunday

22/12 to avoid clashing with the Christmas Tree Festival.

## **12. Teenagers**

The Vicar reported that he and the Sunday School are still to finalise dates and timings for the meetings. They are currently collecting views from the children.

Next September, Bishop Brian will be paying visits across the Deanery and this will include a confirmation service. The Vicar will advise the congregation and find out names of any potential children or adults wishing to attend confirmation classes in preparation for this service.

## **13. Trinity School**

Anne Straight reported the school is up and running in its temporary site and all is going well. The school has received a large amount of interest from parents of potential students. The school has asked churches in the district to pray for the staff and pupils. The Vicar advised that prayers for the school will be incorporated in the intercessions during the 20/10 church service.

## **14. Any Other Business**

i) Renewal of Photocopier Lease (Margaret Nicholas)

Margaret advised the meeting that the lease for our large photocopier is up for renewal in January 2014. There are a couple of options for the PCC to consider.

The first option would be to lease a reconditioned photocopier. The rent would be £660 per quarter over three years. We would then be eligible to purchase the photocopier for a ¼'s rent at the end of the three years.

The second option would be to purchase a reconditioned machine at a cost of £2495 + VAT. It would be a black and white/colour photocopier and the provider is prepared to offer a service contract at 0.58p per b&w copy and 5.8p per colour copy. They would provide a service contract which would last five years with our amount of copying. They will also print the Link at a cost of £225 for 3,000 magazines. This would relieve Margaret of a lot of time and effort printing the Link if it were to be issued each quarter.

The PCC preferred the second option and also outsourcing the printing of the Link.

It was agreed to delegate the final decision to Margaret Nicholas and the Treasurer, who will look into the figures before proceeding.

ii) Bible Study/House Groups (Vicar)

The Vicar will be announcing a date for the first bible study group very shortly.

The meeting ended with prayer

Date of next Meeting: Standing Committee – Tuesday 12 November  
PCC Meeting Tuesday 26 November