

**ST MARY RIVERHEAD WITH DUNTON GREEN  
MINUTES**

Meeting of the Parochial Church Council  
Tuesday 10 May 2016  
8.00pm in the Church

**PRESENT:**

Vicar - In the chair

Diane Williams, John Curtis, Ronnie Todd  
Martyn Berry; Margaret Curtis; Beryl Ellinor; Karen Forster-Pearce; Doris Gosnold; Anne Straight;  
Dick Thomson; Denis Williams; Lynn Wilson

**1. Passage of Scripture & Prayers**

The Vicar opened the meeting with prayer and a bible passage.

**2. Apologies**

Daphne Harrison; Bennet Smith; Margaret Nicholas; Nicola Joyce

**3. To Elect PCC Officers**

**a) Vice Chair - Diane Williams**

Proposed: Anne Straight

Seconded: John Curtis

All content

**b) Hon Treasurer - Stuart Wigley**

Proposed: Jill Dickenson

Seconded: Denis Williams

All content

**c) Hon Secretary - Veronica Todd**

Proposed: Dick Thomson

Seconded: Martyn Berry

All content

**4. To elect the Standing Committee**

Consisting of:

Vicar, Churchwardens, Treasurer, Secretary, Bennet Smith

Proposed: Karen Forster-Pearce

Seconded: Anne Straight

All content

**5. To Choose Assistant Wardens (one year term of office)**

Lynn Wilson and Ronnie Todd put themselves forward as Assistant Wardens for a period of one year.

All content

**6. To Approve the Minutes of the Meeting 8 March 2016**

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

**7. Matters Arising**

Car Park Lighting - Diane Williams reported that a second estimate has been received. The bollard lights at the top of the slope will remain. Old bollard lights will be removed and replaced with a column light half way up the car park. Diane had a quotation at an approximate cost of £1500. We will need a faculty and planning permission.

The neighbours must be informed, which we will undertake to do.

The point was made that three quotes are normally required in accordance with our procurement policy.

The PCC were all content for the project to go ahead.

John Curtis advised that he had attended a meeting with North West Countryside after our award of £10k from Tesco towards improving the Garden of Remembrance. A revised plan has been sent to Tesco for their approval. John will advise the PCC when he has had a response.

**8. To Agree Dates, times and Venues for PCC Meetings 2016/17**

The following dates were agreed:

**STANDING COMMITTEE**

**PCC**

**2016**

12th July

26th July

27th September

11th October

8th November

22nd November

**2017**

10th January

24th January

21st February

7th March

**APCM** 23rd April

**9. To Agree Date for Churchwardens and PCC Commissioning**

Sunday 22 May was agreed as the date for the Commissioning of Churchwardens and PCC.

**10. To Agree Parish Child/Adult Protection Policy**

The PCC were all content to accept the Parish Child/Adult Protection Policies. Diane Williams was happy to remain as the Officer for the protection of vulnerable adults.

Zoe Bromwich was happy to remain as the Officer for the protection of vulnerable children.

## **11. Any Other Business**

**Week of prayer** - The church had been set up with stations around the church depicting the Lord's Prayer. The church will be opening as much as possible during the week for visitors. The banner has been put on the railings outside the church and notices put up around the village advertising the event. An email was also sent to churches in the Churches Together group. It was agreed that the items will remain in place until after the evening service on Sunday. The Vicar suggested that a few items be kept on display for a year, possibly in the Lady Chapel.

**CTSD** - Anne Straight asked for permission to hold a Fair Trade refreshment stall at an event on Saturday 18 June between 10am and 6pm. The event is for people to see what CTSD does and meet those involved. It is being held as part of the Sevenoaks Summer Festival. There is a cost of £60 but £50 can be claimed back. Anne asked whether the PCC would be happy to contribute £10. All content.

**Suggestions for Legacies** - Karen Forster-Pearce has collected various suggestions for legacies which include:

- Pew cushions
- Hymn books
- Stained glass window
- Votive candle stand
- Altar linen
- Handrail in the Nave
- Hot water boiler

A letter to potential benefactors had been drafted by the Secretary and sent to everyone in advance of the meeting. It was agreed that some amendment was needed and will be made for the next meeting by the Vicar and Churchwardens.

**Queen's 90<sup>th</sup> birthday** - Daphne Harrison proposed we purchase booklets published in celebration of the Queen's 90<sup>th</sup> birthday, to give to school children in Riverhead and Dunton Green. They will also be given to the Parish Councillors. The cost would be £150. All content.

**Crown of Thorns Painting** - The Vicar asked the PCC if they would be happy to buy the painting of the Crown of Thorns which had been on display in the Lady Chapel during the Lent and Easter period. The purchase price is £200. All content.