

**ST MARY RIVERHEAD WITH DUNTON GREEN
MINUTES**

Meeting of the Parochial Church Council
Tuesday 23 April 2019
7.00pm in the Church Hall

PRESENT:

Rachel Wigley in the chair

Daphne Harrison, Stuart Wigley, Ronnie Todd
Susan Allender, Margaret Nicholas, Charlotte Rakhit, Barry Sharp, Bennet Smith, Sarah Stott,

1 Passage of Scripture and Prayers

Daphne Harrison opened the meeting with a bible passage and prayer.

2 Apologies

Alison Bull; Simon Bull; Anne Blakeley; Andrew Swidzinski; Sarah Way, Ali Wakefield

3 To Elect PCC Officers

a) Vice Chair –Rachel Wigley

Proposed: Barry Sharp

Seconded: Bennet Smith

All content

b) Hon Treasurer – Stuart Wigley

Proposed – Daphne Harrison

Seconded – Sarah Stott

All content

c) Hon Secretary – Veronica Todd

Proposed –Margaret Nicholas

Seconded – Susan Allender

All content

4 To Elect Standing Committee

Consisting of:

Lay Minister, Churchwardens, Treasurer, Secretary, Bennet Smith

All content

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

Barry Sharp and Sarah Stott offered themselves as Assistant Wardens for a period of one year during 2019/20

All content

6 To approve Minutes of Meeting 20 March 2018

The Minutes were amended at point 9, Outreach and Mission as follows:

“A representative from Kerry West Orphanage...” replaced “A representative from MAPS.”
“...2018/19 charities, MAPS, ...” replaced “...2018/19 charities, Kerry West Orphanage...”

They were then agreed by those present and signed as a true copy by Rachel Wigley.

7 Matters Arising

Three Parish Review - We have received a letter from Suzanne Rogers (Pastoral & Synodical Administrator) advising us that it is proposed for St Mary's Church, Riverhead with Dunton Green, to be put in suspension until the Three Parish Review has been settled and approved. The PCC agreed to a letter being sent by 20 May to confirm agreement.

A separate letter including the “Summary of Main Provisions of Draft Proposals” has been received for consideration by the PCC. The Secretary will forward a copy to PCC members and comments on the proposals were asked to be sent to the Secretary and Churchwardens by 6 May. We have to respond to Suzanne Rogers with our comments and approval by 20 May.

Church Clock - The Treasurer has been given a copy of the estimate for the church clock electronic timing device and its configuration. He will look at the proposal and report back at the next PCC meeting.

Brass Plaque - Ronnie Todd reported that Geoff Holland would be very happy for a plaque to be put up in church noting himself as a donor towards the cost of the clock device. The plaque will also be in memory of Doris Gosnold noting her years of dedication to St Mary's.

Abbeyfield - To date, no reply has been received from the Diocese. Alison to follow up.

Vicarage Garden - It was suggested the Secretary asks Alan Chart if he knows of anyone from his past contacts who would be able to help with the vicarage garden.

Church Hall Bookings - Rachel and Stuart will report back at the next meeting on their research of beneficial phone tariffs.

Photocopier - The Treasurer is sourcing a small inexpensive photocopier to supplement the larger sophisticated copier.

Thy Kingdom Come - 9 June - It was agreed this event needs to be advertised in the notice sheet as soon as possible to encourage members of the congregation to be involved. One suggestion is to have an Altar Frontal made up with designs from the various church organisations, i.e. Sunday School, Choir, Flowers etc. Another suggestion is for church families to make a chain of cut-out people. It would consist of the number in their family, plus one, the idea being to encourage the plus one person to attend the TKC church service. Charlotte Rakhit will speak to Christine Smith about how we encourage the congregation and ask for suitable wording to give to Margaret Nicholas for the notice sheet. Daphne Harrison will speak to Janet Sharp re planning the service. It was proposed we have an uplifting anthem led by the choir as per the Hallelujah Chorus at the end of the Easter Sunday service. It would be good to have an alternative to the Hallelujah Chorus.

With regard to people attending the event at Rochester Cathedral on 8 June, it will probably be a matter of car sharing for those who would like to go.

8. To Agree Dates for PCC Meetings 2019/2020

The following dates were agreed

| STANDING COMMITTEE | PCC |
|---------------------------|--------------|
| 2019 | |
| 19 June | 9 July |
| 10 September | 24 September |
| 12 November | 26 November |
| 2020 | |
| 14 January | 28 January |
| 25 February | 10 March |
| APCM | 19 April |

9 To Agree Date for Commissioning of Church Wardens and PCC

Sunday 2 June was agreed as the date for commissioning the Churchwardens and PCC Members

10 To Adopt the House of Bishops' "Promoting a Safer Church; Safeguarding Policy Statement"

A copy of the above document had been sent to the PCC for their consideration before the meeting. No objections had been received by the Secretary. Those present at the meeting unanimously agreed the policy statement.

The two new PCC members, Sarah Stott and Simon Bull, have undertaken the CofE Safeguarding Courses C0 and C1. They both have current DBS Certificates which have been shown to the Secretary/DBS Officer.

It was reported that a letter has been received from the Diocesan Secretary setting out advice on the reporting of Serious Incidents, whether safeguarding related or otherwise. The PCC are requested to nominate a person/persons to submit Safeguarding Serious Incident Reports on behalf of the PCC's trustees.

The PCC unanimously agreed Susan Allender, our Parish Safeguarding Officer, to be the nominated person to report all serious safeguarding incidents and Stuart Wigley, our Treasurer, to be the nominated person to report all non-safeguarding incidents, in accordance with the guidance attached to the letter.

The PCC also unanimously agreed to nominate a small group of trustees (the Standing Committee) for the two officers to report to in the case of all Safeguarding and non-Safeguarding Serious Incidents.

See attached resolutions.

11 AOB

Dunton Green Fun Day - 29 June - Daphne has offered our help with refreshments for the Faithworks Dunton Green Fun Day. She will ask Mariha and Jean (Woods), who both live in Dunton

Green, if they would be willing to help. We will also need help from others who are willing from Riverhead.

Dunton Green Initiative - The Secretary was asked to invite Phil and Kathy James to a PCC meeting to further discuss their proposals and whether they have received a response from Faithworks.

Noise in Church - Daphne Harrison expressed her concern at the amount of noise at the back of the church during the service on Easter Sunday. She wondered whether it would be possible to provide the younger children in the crèche with something to “quietly” entertain them. Everyone agreed the noise needs to be addressed. It was suggested we have a big sign stating “CHILDREN’S QUIET CORNER”. Susan offered to investigate a suitable sign. Charlotte offered to investigate putting a colouring sheet for the children to complete during the service which they would then take up to the Chancel together with the Sunday School children.

Strimmer - Barry Sharp has been advised that we are in need of a strimmer for the church garden. He has one to offer but it may need repairing. He will ask Robert McLintock to take a look before donating it. Bennet told the meeting that he has a new battery strimmer which he doesn’t require and offered it to the church. They were both thanked for their offerings

Date of next meetings:

| | |
|--------------------|---------|
| Standing Committee | 19 June |
| PCC | 9 July |