

Dedham Parochial Church Council Minutes Tuesday 19th November 2019 at 7.30pm, The Vicarage

In attendance:

Antony Wilson (ACW) Chair

Vee Druitt (VD)

Gabbie Watson

Lynne Al Sad (LAS)

Christine Frost (CF)

Peter Wilson (PW)

David Druitt (DD)

John Reed (JR)

Charlotte Parker (CP)

Agenda Item	Minutes	Action
1.	Prayers and bible reflection	
2.	Apologies for absence <ul style="list-style-type: none"> • Christine Frost, Suzanne Woods (SW) 	
3.	Conflicts of Interest to agenda items <ul style="list-style-type: none"> • None 	
4.	Minutes of last meeting 24 th September 2019 And joint meeting 7 th September 2019 <ul style="list-style-type: none"> • Note, Be Burleigh, not Vee reference the rotas, mistake made in the minutes. • ACW has spoken to David Jewell reference work done around purchasing the land. Shared with c/wardens and Kevin Quinlan from Diocese. PCC to explore the purchase of the land for churchyard extension based on a land valuation given in 2016. Nothing heard back to date. • ACW liaising with Archdeacon reference Indemnity insurance. Discussion around indemnity insurance. Claire Arculus to check with ecclesiastical if indemnity insurance covers individuals/trustees. 	ACW CP
5.	Matters arising from last meeting to review and action <ul style="list-style-type: none"> • None 	
6.	Standing Committee Business transacted since last PCC meeting <ul style="list-style-type: none"> • None discussed 	
7.	Living out our ministry and mission, <i>sharing encouragements, reviewing, looking ahead (Summary cards)</i> <p>a) TELL:</p> <ol style="list-style-type: none"> i. Christmas Tree Festival – Christina Volkman organising; J Aitken visit - all invited to come and meet Jonathan Aitken over tea, please let people know. DELT trustees have been invited. Alpha 2020, from January at the Assembly rooms. Hoping for new people to come/ reach out and tell friends. ii. VE Day 75th celebrations 8/10 May 2020, all in hand, further details to be out soon. iii. Children and families worker discussion about job role, agreed to have a separate meeting to focus on what the role should be. To have this early in the new year. Possibly create a wider job brief. Include Dedham Lectureship trust in the discussions. PW stated that the deanery needs to consider how thinly the vicar will be spread and concerned about the focus on young people. All agreed this will all be discussed in more detail at the meeting. 	ALL
	b) TEACH: <ol style="list-style-type: none"> i. There was a wide ranging discussion around the request to change the time of one monthly Sunday service from 9.30-11am. <ul style="list-style-type: none"> • Older attendees would welcome a later service. ACW has spoken 	

	<p>to people around the times, a small group would prefer to a later service, although ACW pointed out that other factors can influence decisions for example the weather and sometimes availability of transport. Possibly 12 to 15 people would make use of a later service. PW stated there is a demand among people. Suggested try a later service on 2nd and 4th Sundays. ACW personal view is that changing service times would become confusing. CF thought people would feel let down if we did not respond to their request.</p> <ul style="list-style-type: none"> • Proposal to change the 9.30 to 11am on the second Sunday of the month only. Trial for 6 months and review the impact, analyse attendance carefully. Start in February 2020. <i>Proposed GW, seconded LAS, 6 in favour, 1 abstained.</i> <p>ii. Easter 2020 – Good Friday Covenant Players at Dedham, Afternoon Meditation will move to Ardleigh.</p> <p>c) TEND:</p> <p>i. Review pastoral care. Ongoing, team meet every quarter.</p> <p>d) TRANSFORM</p> <p>i. Praying for persecuted church, 27 November <i>Red Wednesday.</i></p> <p>e) TREASURE</p> <p>i. Eco Church audit, continues, to be presented in the new year.</p>	ACW
8.	<p>Resourcing our ministry and mission</p> <p>a) Finance</p> <p>i. Q3 update. Thanks, given to Sara Marshall for all her work to get this together. Note, investment income shows 0 because income moved from funds movement. Voluntary giving is up, hope to sustain through Q4. Expenditure slightly higher than expected, however general account surplus £8492, better than budgeted for. Primary reason due to the flower festival which made £5000 profit. Await profit from successful big breakfast. Forecast, hope to pay more towards parish share. David Jewell and Sara Marshall are confident this will be able to happen.</p> <p>ii. 2019 Share payment. Proposed to authorise extra payment to be paid to the Diocese up to a maximum of £5000, <i>proposed PW, seconded VD, all in favour.</i></p> <p>iii. 2020 parish share – PCC discussed options presented:</p> <ul style="list-style-type: none"> • Version 1, £43,268 • Version 2, £56,000, • Version 3, £48,268. No carry forward • Agreed to go for version 1, carry forward £5000 and re visit all costs in the new year. <i>Proposed JR, seconded CF.</i> <p><i>Other discussion about 2020 budget</i></p> <ul style="list-style-type: none"> • No allowance for increase in salaries. But expectation as in 2019 for 5% uplift in income. • PW stated that a sustainable means of getting more income is needed. Either cut costs or source grants. Historically more income, larger one-off donations. Roles are now paid for that used to be volunteer roles. PCC to focus what level of budget to set. • Suggested to ask Dedham lectureship trust to increase their support for secretarial costs. DD to do this. • Need to review all costs, inc. grounds/cleaning/maintenance • PCC agreed to meet early in 2020 for a discussion about cost cutting and increasing income. DD to provide a breakdown to be used at a meeting in the new year to go through all costs. • DD to check whether gift aid being claimed on money on the plates (with SM). <p>b) Buildings</p> <p>i. Quinquennial Works update</p>	DD/SM DD DD

	<ul style="list-style-type: none"> • Buttress work has been completed, very good job. • Gutters, one quote had been received from Keystone. PW proposed that this looks reasonable. PCC agreed to engage Keystone to do work in 2020, £13,000 +vat to damaged/broken gutters. Up to £16,000, friends to pay part. £3,000 grant extended to March 2020. <i>Proposed PW, seconded VD.</i> Faculty will be required – PW to organise ii. Toilets and hospitality unit. Architect answered questions and now await dates for meetings with contractors. Expect costs to go up due to possible additional works, committee to look at in detail. iii. Organ working party update, awaiting second quote, third company to quote at the end of the month. Looking for full presentation in the new year. iv. Land Issue at Vicarage – no update to report – ACW to contact Diocese c) People – staff and volunteers – <i>include training opportunities here, no update</i> d) Communications, <i>no update</i> e) Operations, <i>no update</i> f) Governance <ul style="list-style-type: none"> i. Safeguarding, <i>no update</i> ii. Charity Commission, <i>no update</i> iii. GDPR, <i>no update</i> iv. Health and Safety, ACW and Claire Arculus to review in Dec 	<p>PW</p> <p>ACW, CA</p>
9.	<p>AOB</p> <p>a) Assembly Rooms Trust Charity need formal Proposal for PCC to become Managing Trustees- see papers from July meeting. <i>Proposed JR, seconded PW, all in favour.</i> <i>All trustees also need to read Charity Commission Safeguarding for trustees</i> https://www.gov.uk/guidance/safeguarding-duties-for-charity-trustees.</p> <p>b) Becoming a Fairtrade church – LAS, papers circulated. Suggested we become a far trade church: Use Fairtrade products, share information, celebrate Fairtrade fortnight, engage in other campaigns and community groups. Posters being done. Do we want to become a Fairtrade church? Need to meet criteria to be on the register. Need a champion to keep on top of it (products) and set a good example. <i>Proposed that the church signs up, proposed GW, seconded ACW.</i></p>	
10.	<p style="text-align: center;">Date of next meetings, 7th January Finance Forum 7.30pm at Vicarage (bring ideas for increasing income and cutting costs) 27th January 23rd March 26th April (APCM)</p> <p style="text-align: center;"><i>Date TBC for children and families worker meeting</i></p>	
11.	Prayer to finish	

