

Dedham and Ardleigh Parishes

Minutes of St Mary's Ardleigh PCC Meeting

Tuesday 17th September at 7:30 pm at The Vicarage

In attendance

Chair - Antony Wilson (ACW)

Guest - Donna Parker (DP), Headteacher, Ardleigh St Marys Primary School

Members - Amanda Watts (AW) Richard Culley (RC) Martin West (MW)
 Helen Fontaine (HF) Christine Mingay (CM) Sue Browne (SB)

Apologies

Members - Barbara Hill (BH) Francis Perera (FP) Charlotte Parker (CP)

Agenda Item	Minutes	Action
1	Prayers and Bible Reflection Meeting began with prayer - Compline was said together, and Psalm 40 was read	
2	<p>Presentation by Donna Parker, Headteacher</p> <ul style="list-style-type: none"> • Donna mentioned the conference that she, AW and ACW had attended together and, as part, were given the leaflet '50 Ideas for growing together' - distributed to us with Agenda etc • She spoke about:-our church building as a wonderful educational history and faith resource; collective acts of worship; and the termly Christian Value the children and staff focus upon. • Donna informed the meeting that the last Church Inspection in 2017 found the school 'Out-standing' • The Pupils and School Staff have developed the Ardleigh Community Award and activities such as weekly bell-ringing lessons, annual flower arranging workshops (led by Sue Hulbert and Rita Randall), and Care Home visiting are now regular activities within the academic year. <p>Discussion was then opened to the meeting around the "50 Ideas for growing together" concept. Many ideas were put forward and will be followed up by core group members DP, ACW and AW</p> <p>Donna then left - having been thanked by all for her presentation, time and wish to continue to develop closer relations between the school and our church community</p>	ACW/ DP/AW
3	Apologies for absence - see above	
4	Minutes of last Meeting 23/07/19 - approved for accuracy and content	ACW/CP
	<p>Matters Arising</p> <ul style="list-style-type: none"> • Church at the Boot - more volunteers needed. CM to approach St Johns Church for further recruits. SB requested Church@Boot rota to be available for all to see as people often ask where church members are. ACW to bring to next meeting • Rainwater Drains - SB informed meeting she had had one quote for approx £5k to insert 4x 1 cubic metre soakaways and new pipework from drain on western side of porch. Further quotes to be sought. • Register of Gifts - it was agreed that anything with a value of more than £50 in gift or kind should be recorded officially. 	CM/ ACW SB/ ACW All

6	<p>Standing Business ACW confirmed nothing specific to report since last meeting ACW informed meeting that he been required to make a statement to the police - and it was made exactly one year after the alleged assault [previously minuted]. ACWs statement will be passed to the CPS and the case will be heard in the first instance in a Magistrates Court</p>	
7	<p>Living out our ministry and mission</p> <ul style="list-style-type: none"> ● Positive Encouragements ● Holiday Club highly successful and pleasingly with more children attending from Ardleigh. ACW thanked AW for her huge efforts which made the whole week such a success. ● Sunday @3 - Session on 15th Sept was especially successful with new attendees and whole families attending - ie child/children plus both parents ● Warmth and commitment is now tangible amongst the Ardleigh church community ● Walk through the Benefice from Ardleigh to Dedham on 14th Sept much appreciated ● Joint PCC meetings - ACW informed meeting Charlotte is currently typing up outcomes from last Joint Meeting (07/09/19) and will distribute to all members of both PCCs ● Tell ● Dedham Flower Festival ● Remembrance Day Services across Benefice ● Jonathan Aitken speaking at Dedham Church on 8th December ● Alpha Course 2020 starting Jan 20 - ACW said attendees of last course would be welcomed as helpers ● Teach ● Discussion took place re recent Sunday Services Review and all agreed the numerical analysis completed by ACW revealed a reasonably stable status. The theme from 5 of the 10 respondees was for a change to the time of the two 09:30 services at Dedham. ACW highlighted that the service pattern needs to be sustainable by one ordained person. We are all very grateful to Merv who covers some services but he does so as a volunteer and the service pattern cannot therefore take his presence into account. It was also noted that if the service times changed, the popular Seminars that currently take place at 11:00 would no longer be possible. Alternating times may well not be possible for young families. ACW will take the opinions of this meeting to the Dedham PCC meeting next week - <i>Ardleigh PCC considers sustainability crucial, and consistency key, and thus does not support a change of time for two Dedham services per month (from 0930hrs)-especially as Seminars would not be possible, and alternating times may not suit young families.</i> ● Tend ● People known to need our support currently are :- Jean and Tubby, Joan Wallis, Barbara Hill, Christine Jackson and Elaine Brewster. Discussion took place about transport for those unable to get themselves to appointments - the service offered by David Wright et al was recommended; and individual members of the church will support members when possible. CM thanked those who've helped her with transport to appointments when she is unable to drive. ● Transform ● To be transferred to next meeting ● Treasure ● ACW informed meeting Christina Volkmann is starting the Eco Audit for both churches. ● ACW has very recently received a letter from Bishop Stephen about climate change and will distribute to all PCC members + Christina Volkmann [Eco Audit lead] 	<p>ACW/CP</p> <p>ACW + helpers</p> <p>ACW</p> <p>ACWCP to note</p> <p>ACW</p>

8	<p>Resourcing our ministry and mission</p> <p>a) Finance</p> <ul style="list-style-type: none"> ● Treasurers Report Item 6 SB queried - why need for Cadent requote in order for British Gas meter and - how long we will need to remain tied to their (BG) tariff. FP to advise meeting. Item 7 - MW queried and whether we would remain insured via Ecclesiastical. ACW assured meeting that there was no intention to move from current insurers but we hope there will be similar savings to those made in Dedham by using a broker to negotiate. ACW advised we should see this as a positive move with the aim of saving money even if not a hugely significant amount ● 2020 Calendar HF reported the minimum production run is 300 Draft will go to Jill Hamblin for spell checking and grammar - and then:- HF to request cheque for £550 from FP so run can go ahead promptly. NB Intention is to print and retail as soon as possible <p>b) Buildings</p> <ul style="list-style-type: none"> ● Quinquennial repairs - Bakers have now added Ardleigh to their work schedule ● Heating and Asbestos Project - underway - Phase 1 gas connection has been commissioned The following stages are:- Phase 2 Asbestos removal - AC Environmental is the preferred contractor. Phase 3 comparator quotes awaited for Clyde and Castrad radiators and then decision will be made from the selection of three bidders. Phase 4 replacement floorboards if necessary. Consensus of meeting is start internal works after Christmas services with resultant move to Methodist Chapel - agreed with Tom Osborne from Methodist ministry team ● Bell Project ● David Culham is working with the Bell advisor. ACW to speak to David about the possibility of also making a door into the Bell Room from the Tower spiral staircase as the current steep ladder and trap door into the Bell Room is a H&S risk. ● Lychgate Lighting ● The Lighting Advisor of DAC is not keen on a proposed floodlight from the Lychgate roof and would prefer low level lighting along the pathway. ACW to continue to liaise ● Oil Painting ● MW is to explore how frame can be restored or replaced. It can then be hung on the wall within the body of the church rather than deteriorate further in the cupboard. MW queried whether church money should be spent ; ACW assured there are grants for such expenses. MW also queried whether ,as our church is open daily, the oil painting being hung for all to see would encourage the possibility of theft. It was agreed MW will investigate and report back to next meeting <p>c) People</p> <ul style="list-style-type: none"> ● nothing to report <p>d) Communications</p> <ul style="list-style-type: none"> ● FP Letter - sent via email to all July 19. ACW confirmed he and FP had met with MW and SB in attendance. All issues raised had been addressed. There remains a difference of opinion between FP and ACW as to whether ACW has a conflict of interest in being part of discussions about the Parish Share. FP is to return to the Heating Sub Committee as long as not too time consuming. FP and ACW are in dialogue with Ms Essery re the Parish Share and Vicars Room Fund <p>e) Operations</p> <ul style="list-style-type: none"> ● nothing to report 	<p>FP</p> <p>HF/FP</p> <p>Heating Sub Committee</p> <p>DC/ACW</p> <p>ACW</p> <p>ACW</p> <p>MW+ CP for agenda item</p> <p>FP/ACW</p>
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8 cont	f) Governance / Service Wardens Issues <ul style="list-style-type: none"> ● Need for more Vergers ● SB reported need for more Vergers and two volunteers will join her to be trained during a session offered by David Barnard. RC volunteered to join the team when he retires from work May 2020 ● Need for more Intercessors ● MW raised the need for more Intercessors as there are only 3 people currently. CM is available too on 3rd Sunday. ACW will approach a member of church to recruit and will offer both support and booklet - if member agrees. ACW encouraged more PCC members to join the Intercessors team ● In Case of Fire ● Meeting point, post-evacuation, is on main path by Lychgate ● Service Warden to be last to leave ensuring building evacuated by all ● Conflict of Interest Policy ● All had read and agreed we need such - HF proposed; RC seconded; ● Unanimous decision - Proposal to become a PCC Policy 	SB and David B ACW
9	AOB <ul style="list-style-type: none"> ● HF informed she is no longer Ardleigh Parish Council H&S rep for Churchyard but remains so for Cemetery ● CM is going to meeting re Garden Village in October - and requested this project becomes a regular Agenda Item 	CMACW CP to note
10	Date of next meeting 7:30 pm on 18th November 2019 at The Vicarage HF Gave her apologies in advance	CP to note
11	Meeting ended prayerfully with last section of Compline	