

## ***Dedham and Ardleigh Parishes***

### **Minutes of St Mary's Ardleigh PCC Meeting**

**Monday 20<sup>th</sup> January 2020 at 7:30 pm at The Vicarage**

**Attendance:**

**Chair** Antony Wilson (ACW)  
**Members** Richard Culley (RC)                      Barbara Hill (BH)                      Francis Perera (FP)  
                   Amanda Watts (AW)                      Martin West (MW)                      Charlotte Parker (CP)  
                   Christina Volkmann (CV) Co-opted  
**Apologies** Sue Browne (SB)                      Christine Mingay (CM)

Agenda Item	Minutes	Action
<b>1</b>	<b>Prayers and Bible Reflection</b> Meeting began with prayer	
<b>2</b>	Apologies for absence - see above	
<b>3</b>	Trustees to advise of any conflicts of interest in relation to agenda items – None	
<b>4</b>	Minutes of last Meeting 18/11/19 <ul style="list-style-type: none"> <li>• 7d, CM leading prayer, not CB.</li> <li>• Approved for accuracy and content.</li> </ul>	
<b>5</b>	<b>Matters Arising</b> <ul style="list-style-type: none"> <li>• School update to be discussed later in the meeting.</li> <li>• <b>Church at the Boot</b> – Ongoing, St Johns Church are thinking about getting involved. Training to be held on 2<sup>nd</sup> March.</li> <li>• <b>Changes in Service times</b> – Ongoing.</li> <li>• <b>Vicars rooms</b> – Ongoing</li> </ul> 8ai) The underpayment has been received. 8aii) <b>Flower festival</b> – To be discussed later in the meeting. 8aiii) <b>Gutters and drains</b> – MW to arrange the company to come and do the gutters after mid-February, but before the end of February.	MW
<b>6</b>	<b>Standing Committee Business</b> <ul style="list-style-type: none"> <li>• No updates</li> </ul>	

<p><b>7</b></p>	<p><b>Living out our ministry and mission</b></p> <p>Encouragements</p> <ul style="list-style-type: none"> <li>• The Crib and Christingle services were very successful. The collection has been donated to the Children’s Society</li> <li>• Lots of people of all ages attended church over the Christmas period and the church was full.</li> <li>• Midnight mass was a lovely service.</li> <li>• The heating project has started.</li> <li>• <b>Tell</b></li> <li>• <b>i. VE Day:</b> Celebrations throughout the weekend including poetry of war and conflict, the flower festival and re-opening of the church.</li> <li>• The events will run Friday to Monday, including a celebration concert on Sunday.</li> <li>• <b>ii. Flower festival:</b> ACW to meet with Sue Herbert about putting together the flower celebration.</li> <li>• A coordinator is needed for the catering, to organize the Rota and cover over the weekend.</li> <li>• A volunteer is needed for organising and requesting sponsorship, if anyone is interested in helping with this or the catering coordinator please contact ACW.</li> <li>• <b>Teach</b></li> <li>• Services: The 8am service has been well attended and the new teaching has been good.</li> <li>• A quiet day is being held on 7<sup>th</sup> March, organized by Sue McKinney. Carol Mitson is leading at Bradfield church.</li> <li>• It is planned to hold a messy church event during the February half term, more details to follow.</li> <li>• <b>i. Exploring issues around Human Sexuality in context of C of E Living in Love and Faith discussions.</b> A discussion is to be held at the Synod in July following the initial report ‘Living love and faith in same sex marriage’. The church is considering the important issues around this through conversation gatherings to discuss the subject in more detail.</li> </ul> <p>c) <b>Tend</b></p> <ul style="list-style-type: none"> <li>• The pastoral team from Ardleigh and Dedham are meeting on 21<sup>st</sup> January 2020.</li> </ul> <p>d) <b>Transform</b>, no update.</p> <p>e) <b>Treasure</b></p> <ul style="list-style-type: none"> <li>• <b>Eco audit:</b> Christine Volkmann presented her report (saved to the PCC documents).</li> <li>• <b>Earth hour:</b> On 28<sup>th</sup> March 2020 Earth Hour will be held at 8.30pm. It was discussed that both Ardleigh and Dedham could commit to this and possible do some kind of joint event. CV will continue with the audit and organize Earth hour for both parishes.</li> <li>• It was suggested the progress of the works at Ardleigh church could be included in Dedham Parish Magazine. CP to get an update each month.</li> </ul>	<p>ACW</p> <p>ALL</p> <p>ACW</p> <p>CV</p> <p>CP</p>
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<p><b>8</b></p>	<p><b>Ardleigh Primary School and Ardleigh Pre-school (OFSTED Dec 2019)</b></p> <ul style="list-style-type: none"> <li>• Ardleigh Pre-school received a good rating from Ofsted in Dec 2019</li> <li>• AW and ACW met as governors with Angie Heath, Sarah Rawlinson and Donna in relation to the inspection in 2022. As governors they oversee the Ofsted assessment as well as the SIAMS inspection which is also required by church schools. The governors are to re visit the vision statement in September 2020.</li> <li>• AW has been running the Open the box after school club with classes 1, 2 and 3 and has been well attended with around 20 children.</li> <li>• The value for the term is TRUST. The display boards will be changing to Trinity coming up to Easter.</li> <li>• AW has also been holding an adventurer's club at lunch times for around 15 to 16 children on a Monday and Tuesday.</li> </ul>	
<p><b>9</b></p>	<p><b>Harwich Deanery / North Tendring MMP – 18<sup>th</sup> Jan meeting update</b></p> <ul style="list-style-type: none"> <li>• A meeting was held on Saturday morning at Bradfield, which was attended by all wardens from 16 churches within the deanery. The meeting discussed sharing and challenges. The rural dean spoke at the meeting. Also, of note is the upcoming vacancy for Lawford/ Little Bromley/ Bentley from Easter 2020.</li> <li>• Note the MMP is not formally in existence, it is hoped this will come about in 2020</li> </ul>	

<p><b>10</b></p>	<p><b>Resourcing our ministry and mission</b></p> <p><b>a) Finance</b></p> <p>i) <b>Treasurers Report/update</b></p> <ul style="list-style-type: none"> <li>• See attached report from FP for more detail.</li> <li>• Heating Project: The pews have all been removed and the asbestos removal is now underway and expected to take around 3 weeks. FP to look into where the skip can be located. ACW recommended that the company should identify the ideal location for the skip.</li> <li>• Gas connection: The mains are on the public highway so this is an issue. ACW is in contact with Essex County council to reduce the wait time for gas installation.</li> <li>• ACW has met with the contractor for the floorboards, which are to be stained the same colour as the other wood at back of the church.</li> <li>• Parish share: MW asked everyone to give thanks to FP for all the ongoing work he is putting into this project.</li> <li>• FP to forward ACW the email from Debbie Humphries.</li> <li>• ACW stated that at present no benefice in the deanery is making the figures requested to pay, and are not likely to.</li> <li>• Parish Share requested for the Benefice in 2020 is £82,650. Dedham have budgetted £44,000.</li> <li>• A Diocesan Synod paper <i>Subsidy to Sustainability</i> is to be discussed in March at the synod. Details here. PCC members are asked to read this. <a href="https://www.chelmsford.anglican.org/uploads-new/pages/03_Subsidy_to_Sustaibilitiy_-_Synod_Nov_19_v4.pdf">https://www.chelmsford.anglican.org/uploads-new/pages/03_Subsidy_to_Sustaibilitiy_-_Synod_Nov_19_v4.pdf</a></li> <li>• Approval of 2019 accounts, to be approved mid-February, a separate meeting is needed to look and approve them. Date to be agreed later.</li> </ul> <p>ii) <b>Calendar</b>, no update</p> <p>iii) <b>Budget</b>, to be discussed at the next PCC meeting.</p> <p>iv) <b>Finance forum ideas</b>, A letter is being sent out in February to the Dedham congregation in relation to giving.</p> <p><b>b) Buildings</b></p> <p>i) <b>Quinquennial repairs</b> – ongoing. Start date 14 April – David Barnard overseeing</p> <p>ii) <b>Heating and Asbestos Project</b> – discussed earlier in the meeting (FP report).</p> <p>iii) <b>Proposal to sell excess pews</b> – The PCC greed to ask for permission to sell excess pews, <i>proposed BH, seconded AW, all agreed.</i></p> <p>iv) <b>Drains</b> – ongoing</p> <p>v) <b>Bells project</b> - ongoing</p> <p>vi) <b>Lighting</b> – This has increased in price to £900 Proposed RC, seconded MW, all agreed. ACW to organize getting it done.</p> <p style="padding-left: 40px;"><b>Painting Rehanging</b> – the Chancellor has given permission for the frame of the painting to be repaired and the painting hung as previously agreed which will mean moving the Memorial Board too. MW to liaise with Munnings</p> <p>vii) <b>Sharing agreement with Roman Catholic Congregation</b> – ongoing.</p>	<p>FP</p> <p>ACW</p> <p>FP</p> <p>ACW</p> <p>ACW</p> <p>ACW</p> <p>MW</p>
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	<p><b>c)</b> People – staff and volunteers – No update</p> <p><b>d)</b> Communications – No update</p> <p><b>e)</b> Operations –</p> <p>i) Cleaning Rota – A volunteer is needed ASAP to take on the Rota.</p> <p>j) One more person needed for the lock/unlock Rota. Let ACW know if you would like to volunteer.</p> <p><b>f)</b> Governance</p> <p>i) Safeguarding – Our Parish Policy was reviewed for another year. One new application in process.</p> <p>ii) Charity Commission – No update</p> <p>iii) GDPR – Claire Arculus formally adopted as Parish Information Officer.</p> <p>iv) Health and Safety – To discuss in detail at the next meeting. ACW to find the first aid kit at Methodist Church. Please all stewards make yourself aware of the exits and locations of fire extinguishers at Meth Church. Please make sure rear fire exit is unlocked. The emergency point to gather is at the bus stop outside the village shop.</p>	<p>ALL</p> <p>ACW</p> <p>ALL</p>
<b>11</b>	<p><b>Correspondence</b></p> <p><b>a)</b> A letter from Ian Young to the PCC dated 16<sup>th</sup> December 2019 was read out .</p> <p><b>b)</b> A letter was received from Helen Fontaine on 15<sup>th</sup> December 2019 offering her resignation from the PCC, ACW accepted this on behalf of the PCC and has written to Helen to thank her for her contribution to the PCC</p>	
<b>9</b>	<p><b>AOB</b></p> <p>Proposal to co opt Christina Volkmann to the PCC Christina Volkmann was co-opted to the PCC until the APCM <i>Proposed RC, seconded MW, all agreed.</i></p>	
<b>10</b>	<p><b>Date of next meetings</b></p> <p><b>17<sup>th</sup> February 7.30pm at the Vicarage (finance meeting)</b></p> <p><b>TBC</b></p> <p>APCM 19<sup>th</sup> April 2020 <i>Note Claire Arculus to let people know the date for submission of reports for the APCM</i></p>	CA
<b>11</b>	Meeting ended with prayer	