

Ardleigh and Dedham Parishes Benefice

Minutes of St Mary's Ardleigh PCC Meeting

Thursday 10th March 2022 at 1930hrs held at Haylands, Ardleigh CO7 7PH

In attendance:

Chair: Martin West (MW)

Members: Richard Culley (RC) Rosemary Kleingeld (RK) Christina Volkmann (CV)
Sue Browne (SB)

Guest: Susan Carne (SC)

Unable to attend: Amanda Watts (AW) plus
Guest - Nathan Kempster, Headteacher [Acting], Ardleigh St Marys C of E School

Agenda Item	Minutes	Action
1	Prayers and Bible Reflection Meeting began with prayer	
2	In attendance - see above	
3	Apologies for absence - see above. Sadly Nathan had developed COVID-19 earlier in the day	
4	Conflicts of interest - none declared.	
5	Minutes of last Meeting 20-01-2022 were approved for accuracy and content by all	
6	Matters Arising: Item 5 - MW confirmed he still has to send signed Minutes of all PCC meetings since July 2021 to Parishes Office for uploading to Benefice website for all to see Item 6 - MW to ask Deb, Parishes Administrator re headed notepaper in order to apply to Parish Buying Scheme for energy provision. SB suggested we design our own Item 6 - SB told meeting that Sue Hulbert had been invited to, and attended, the recent Wedding Preparation Day led by Rev Merv Item 12 - SB informed group that John and Richard Culley had kindly donated a further 20 Hymn books and were thanked by all Item 12 - RC reported SB had kindly donated a Union Flag so we can fly flag from pole on tower on royal/state occasions too	MW MW
6	Standing Business None reported	
7	Living in Love and Faith : MW encouraged all to respond on the C of E website by April 30th	All
8	Approve Accounts for APCM These were discussed and RC reported finding the new format so much easier to access. SB agreed PROPOSAL Ardleigh PCC resolve to approve the Ardleigh PCC Annual Accounts to 31st December 2021 PROPOSER: Richard Culley SECONDER: Rosemary Kleingeld VOTE: Unanimous	

8	<p>APCM Breakfast Discussion took place as to who would provide what towards the Continental Breakfast previously agreed informally CV - Nutella RC - Raspberry Jam SC/SB - Croissants RK - Milk Coffee Tea</p> <p>CV agreed to provide the Benefice Projector and Screen so the PCC can present all the APCM paperwork via Powerpoint. SB happy to prepare the PP Presentation.</p> <p>Electoral Roll MW and SB informed the meeting that an email from Parishes Administrator will be going to everyone on the Electoral Roll to ascertain whether they wish to remain on Ardleigh's Electoral Roll. Non-responses will be treated as they wish to remain on it. Data will be back in time for inclusion in APCM Report by RC</p>	<p>CV RC SC/SB RK</p> <p>CV</p> <p>RC</p>
9	<p>Future PCC Meetings /Joint Meetings with Dedham PCC MW explained the proposal by Dedham Churchwardens that we should meet jointly at 7:30 on the 2nd Tuesday of each month - apart from August and December. He asked for opinions - discussion ensued.</p> <p>PROPOSAL Ardleigh PCC resolve to agree to meet Jointly in month 1 purely for joint issues and Month separately to discuss purely Ardleigh PCC matters. This cycle to continue throughout the year PROPOSER: Richard Culley SECONDER: Rosemary Kleingeld VOTE: Unanimous</p>	<p>MW</p>
10	<p>Resourcing our ministry and mission</p> <p>a) Finance MW informed meeting that the Dedham Churchwardens were querying our proposal to pay an increased £7800 this year as our Parish Share. CV commented that in 2020 we had paid £10890. SB informed meeting this is the last year of parish Share in its current form. It was agreed MW and SB would meet with John Reed, Benefice Treasurer, and Sara Marshall, as soon as possible. SB to arrange</p> <p>b) Parish Buying Scheme CV will complete the procedure once MW has given her the application on St Mary the Virgin Ardleigh headed notepaper</p> <p>c) Services Update MW and SB confirmed Bishop Guli will attend the Benefice Service on 8th May at 11AM in Dedham Church</p> <p>Schools Ministry: Appointment of Foundation Governor MW and SB explained that this Governor post would normally be filled by the Incumbent, but as we are in Suspension for 5 years and will be part of a much wider Missioner Group the Chair of Governors at our wonderful church school has proactively written to us. He suggests that a member of the PCC takes this role, and has even named a willing member. MW and SB confirmed they have written to Archdeacon Ruth to gauge her view in the absence of an incumbent. MW and SB felt they needed guidance because of the legal implications</p> <p>Schools Ministry AW, in her absence, forwarded this report for the meeting: "It's good to be back face to face taking Collective Worship. ADD club has started up again with 10 children giving up their lunch time on a Monday to plan the worships. I love helping the children to grasp what I am trying to explain through the Bible stories and nothing beats the expression on their face or their amazing questions. I hope it will be memorable for them to last through their lives."</p>	<p>SB</p> <p>CV/ MW</p> <p>MW</p>

d) Buildings, Trees,Porch Floor mats and Votive Candles

Porch Floor mats

RC and SB reported the porch floor is being damaged by the rubber mats causing moisture to be trapped. Salts are sadly now appearing. They showed photographs of the problem.

Discussion ensued and it was agreed, until a permanent solution can be found, that the current mats be rolled and stored behind the outer locking doors and laid out during rain. The salts will require acid removal. SB has the appropriate products used when the north wall was cleaned.

MW/
RC

Votive Candles

SB informed the meeting that David Wright had alerted her to the fact that 6-10 Votive Candles are being used daily and was concerned whether we should add a notice about voluntary contributions. It was felt this needs continued monitoring, as prayer is so important, before any decision made.

MW/
SB/RC

Yew Trees

MW informed meeting about concerns re the Yew trees along path from Lychgate. They have been in Churchyard since early 1900s, but are now growing across the pathway as well as blocking the light from, and view of, the church. Reason for them no longer being wired was queried - SB informed group this had been stopped because wiring the branches in tightly kills the inner branches. By stopping the wiring the branches are now growing more vigorously. All are keen for the church to be more visible from the A137, and to be able to walk along the path with ease. MW is to contact the Parish Council in the first instance

MW

e) People - Rotas

SB informed group that MW is now taking responsibility for the Services Rota; RK for Locking Rota and SC for Cleaning Rota. RK said she'd sorted the issues contacting some members as the email addresses she'd sent to were initially incorrect.

MW
RK
SC

f) Sub committee of PCC - Reach Out

MW informed group that a new group - Reach Out - had been set up to focus on developing awareness of, and growth of our church. He confirmed 4 members of the PCC are currently meeting and exciting plans are evolving. He said further members would be welcomed.

SC reported that she is organising a coffee morning for Red Nose Day - Comic Relief national fund-raising effort on 18th March.

SC reported that at the last Friendship Group session two new people attended - one being a Parish Councillor who had been excited by the possible activities proposed and was saying to SC the village is desperate for a cafe - she welcomed the idea of it being church based very warmly.

SC informed the PCC that she feels that the cafe notion should be an Ardleigh Christians Together venture as that's a strong message to convey to all parishioners.

SC

g) Prayer Walking

CV had told PCC about her Prayer Walking at previous meeting and informed group she had nothing further to comment upon at this meeting.

h) Ecochurch

CV informed group she is aiming to hold a Meeting at Beth Chatto's Plants and Gardens, in Elmstead Market as developing Ecochurch concepts in all churches should be at least Deanery wide if not wider incorporating Colchester Deanery too. She had recently met for a very productive meeting with Bishop Roger and will keep us updated as the Day is planned in greater depth. She is aiming to have the Day in September to coincide with the second Big Green Week - national climate and nature event. This year's dates for this event are 18th-26th September inclusive.

CV

i) Garden of Remembrance

MW discussed fact that Garden currently has just 10 vacant plots available. Several area likely to be taken shortly. We need urgently to contemplate an extension of, or develop, a second Garden of Remembrance.

Contd

10 contd	<p>Discussion was had and all consider the Garden of Remembrance should be available to regular worshippers and their spouses only. MW and SB reported recently we've had requests for interment of multiple sets of ashes by specific people. MW confirmed there is an area for interment of Ashes in the Parish cemetery. MW felt first step is for him to contact the Diocesan Archeological Advisor and Parish Council. SB informed group of some of recent issues. She informed group that a Burials Register is now available to purchase for £187.00. It was agreed that we would wait to find out if we can extend the plot before decision to buy book. MW asked SB if she would recommend the purchase of such a book and she confirmed she felt it important that all burials are recorded formally as well as electronically - just as Baptisms and Weddings are too.</p> <p>RC, his twin brother John and SB have been renovating the Garden of Remembrance and have recently cleared many of the pots that do not conform to the regulations. SB will put a note on Church Chimes in the Ardleigh Update and SB requested MW put an article in the Ardleigh Advertiser too. The clearing of the pots was also because we have 81kg of pea shingle being donated by SRC at the local quarry and it will be delivered on 16th March. RC and John C will barrow the stone and distribute the shingle around the memorial stones. This will improve the look of the Garden hugely.</p> <p>J) Health and Safety SB informed group the H&S Risk Assessments have been updated and need formally signing off by MW. All members need to re-read and add their signature, and adhere to information. MW was given the red A4 Lever Arch file they are held in by SB. Red folder is kept in Vestry. SB informed group its really important that these RA's are updated annually as it is a legal requirement and reviewing them is much easier that writing them at a later date. SB informed group she is currently writing to the church insurer to request a reduction in premium because we maintain tight H&S standards and must be less of a risk of claim as a result when compared to churches without assessments. SB will leave last COVID -19 RA in folder in case of need</p> <p>k) Safeguarding Policy SB handed out copies of the Safeguarding Policy. The policy was read by all</p> <p>PROPOSAL Ardleigh PCC resolve to adopt the Safeguarding Policy and continue throughout the year to uphold and adhere to its content PROPOSER: Christina Volkmann SECONDER: Rosemary Kleingeld VOTE: Unanimous</p> <p>l) Burial Register - Discussed under Garden of Remembrance</p> <p>m) Keysafe in Vestry SB informed meeting that when she was supported by 2 police officers looking at areas of risk one of the items mentioned (which remains a risk on the Risk assessment) is the current Keysafe on the Vestry Wall. It does not open because the keys are lost and so keys are currently hung on the outside. They also recommended the keys are numbered rather than labelled, with a separate index explaining which numbered key belongs to which lock. RC volunteered that he and John C could take the current Keysafe off the wall and then a new one with numbered keys could be added in its place. MW commented it should probably be a larger safe. The meeting agreed RC and John C take current safe off wall.</p>	
11	Tendring/Colchester Garden Village Community rep - As it was already 2200 this item was deferred to next meeting.	
12	Correspondence to PCC - None	
13	AOB - Not discussed	
14	Date /Time of Next Meeting Await outcome of discussion with Dedham Churchwardens - see Item 9. <i>DATES NOW CONFIRMED AS</i> <i>29th Mar LYCIG follow-up, 12th Apr Joint PCC (Vicarage); 24th Apr PCC after APCM</i>	
14	Prayer Meeting closed with all saying The Grace together	