

# **Ardleigh and Dedham Parishes Benefice**

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

**Thursday 20 October 2022 at 1930hrs held at Highfield, Fox Street, Ardleigh**

**In attendance:**

**Chair:** Martin West (MW)

**Members:** Susan Carne (SC) Richard Culley ( RC) Christina Volkmann (CV)  
Amanda Watts (AW) Rosemary Kleingeld (RK)

**Apologies:** Christina Volkmann (CV)

Agenda Item	Minutes	Action
1	<b>Prayers</b> Meeting began with prayer by Susan Carne	
2	<b>In attendance</b> - see above	
3	<b>Apologies for absence</b> - see above	
4	<b>Conflicts of interest</b> - none declared.	
5	<b>Minutes of last Meeting 1 September 2022</b> were approved after altering 10 (a) from 'We have safely recruited Maria Johnson' to 'PCC agreed that Maria Johnson should join the Little Steps team', and then signed by the Chair	
6	<b>Matters Arising:</b> There were no matters arising from the minutes	
7	<b>Parish Share</b> MW reported that we have made a suggestion to Dedham increasing our annual parish share for 2023 to £10,000. We have also discussed with Dedham paying 50% of the rent and rates for the parishes office in Dedham since we no longer have use of the Vicarage except for storage of our file archive. A proposal was made by RC and seconded by RK that we should increase our parish share for 2023 to £10,000 and all were in favour. SC proposed that we split parish office costs of rent and rates on a 50% basis with Dedham, this was seconded by Amanda and all were in favour. Other items discussed were to look again at who Deb, our parishes administrator, reports to. Also, in order to help other parishes in our 9 who are struggling to meet their parish share contributions in full we decided that once we have met our own parish share target we will endeavour to make a contribution of £500 to the deanery fund.	
9	<b>Resourcing Ministry</b> A) <u>Reach Out</u> SC shared a financial statement for the heritage cafe, £500 has been collected from a start in June – this has covered part of the costs of a baby changing mat station in the toilet. Other costs to be paid through church funds are: Screening for chair storage in the corner near the pulpit £386.40 which RK proposed we cover, seconded by AW and all agreed to. We have a filing cabinet in the vestry but no key to lock it. SC will try to get a key made, if unsuccessful we suggested purchase of a 2-door one and to discuss at next meeting. We noted that Louise Young is starting Junior church at Dedham.  B) Services for November/ December Remembrance Sunday service outside at 10.45, leading out from the church. To provide tea/coffee in church afterwards. Richard Hopkins is leading the service. Sound system including bugle will be provided by Kevin Wright as last year. No cubs, possibly Guides? Collection baskets to be at each churchyard gate. Service sheets? Wreaths to be laid and wreath laying organised. MW to speak to David Wright. Advent carols. We are organising this service ourselves. Using Bethlehem carol sheet. School	SC  MW

	<p>Yr 6 to choose favourite carol and link to Bible reading. Christingle afternoon will be an activity based on a table share.</p> <p>C) Deanery Synod: This item is held over until next meeting.</p> <p>D) School AW reported that there would be collective worship with Bishop Roger after half-term, on 4 November 2.15 for worship at 2.50pm. School Harvest festival took place in church on 20 October.</p> <p>E) Fabric Maintenance – RC reported he is checking drains regularly and this is much easier since completion of the drains project. He has received the Smartwater kit and will apply once the roof project is completed. He will also clear away the old kneeling frames at present lying on the top of the kitchen. Our spare chairs are heavy to lift and take up a lot of space and we need to be more flexible in arrangements with our proposed new services. The folding chairs suit us better. We agreed to ask Dedham if they would like them or to advertise among the 9 parishes. Bells: there will need to be a faculty application and our Tower captain, David Culham, has taken this on for the PCC</p> <p>F) Hourly charge SC indicated that she is working out an hourly charge for groups using the church and church facilities.</p> <p>G) People. RK is updating the current door locking rota. She suggested we acknowledge the helpers with a christmas gift and also proposed a helpers’ coffee morning – date to be decided.</p> <p>H) Food bank donations: all present agreed that MW should regularly take these down to the Christian charity in Colchester, Beacon House.</p> <p>I) Safeguarding policy review. AW reported no current safety concerns for adults or vulnerable children. Her concern over Little Steps recently – she was worried some procedures not being followed so decided to take advice and contacted Archdeacon Ruth and Philip Young and Chelmsford office. She believes as advice given on the phone there will be no written record of those involved in this activity. However, we expressed concern and felt it would have been better to raise these issues in writing first to PCC and churchwardens so as to avoid problems for next time. At this point AW resigned from PCC and as PSO. We thanked her for her long period of service on the PCC, her commitment and knowledge as well as work for the school. However, she then left the meeting. The PCC agreed that SC and MW should now take responsibility for safeguarding.</p> <p><b>10. Correspondence</b> – there was none</p> <p><b>11.AOB</b> Friends of Ardleigh Church – SC showed us samples of a promotion card and we agreed on a background yellow colour.</p> <p><b><u>Dates of next meetings:</u></b> Thursday 1 December 2022 at 1930 Highfield, Fox Street, Ardleigh CO7 7PN. Meeting ended at 2145hrs.</p>	<p>SC</p> <p>RC</p> <p>SC/ MW</p> <p>SC</p>
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