

Ardleigh PCC Meeting on Wednesday 8 March 2023 at 7.30 pm
at Highfield, Fox Street, Ardleigh CO7 7PN

A G E N D A

1. Prayer

MW opened the meeting in prayer. Start time recorded as 19:30.

2. In attendance

MW, SC, RK, RC, CV

3. Apologies for absence – Revd Phillip Young

4. Conflict of interest – none declared.

5. Minutes of previous meetings 26 January and 6 February 2023 and approval

See other file for 26th January

Have paper copy for meeting on 6th February. Was to approve the accounts before they went to the auditor, agreed that accounts would be approved and sent to the auditor

6. Matters arising

Minutes of 26th January: Chairs sorted, Remembrance Sunday sorted, Safeguarding on agenda, APCM on agenda, APCM reports sorted; all rest comes up in today's agenda

Resourcing Ministry under Item 15, we'll talk about that

7. Safeguarding policy review. Safeguarding officer appointment.

SC had notified MW that Caroline Allen has offered to help with safeguarding for Ardleigh. SC spoke to this. Caroline to be the temporary sg office for Ardleigh, Deb doing admin, Caroline will be designated person for people to go to any concerns; Caroline to send a report for each PCC meeting or attend in person if needed; CV asked: Caroline has had all the requisite training; documentation is with Deb as the Parish Secretary; Deb will safely recruit Caroline as sg officer, this will happen after next Tuesday

Proposed SC, Seconded RK – unanimous agreed

8. APCM reports update.

All up to date, all with Deb, will be assimilated into the Benefice report

MW – would like the report to be short –

Report will be online

For people who are not online, a printed version of the report will be made available.

9. Elections at APCM

MW had several forms, various forms – Martin had all these

Enrolment on the Church Electoral Roll – we have a form which can be downloaded; SC will print these off with records and then catch as many as poss.; for anyone who's new

Updated every year; and in 2025, we have to do a new one from scratch

'Revision of Church Electoral Roll' note to be put up in the Church porch, no later than 28 days before the APCM, i.e. by Sat. 25th March; SC took the form and will liaise with RC; MW will put this up in the porch and file the old one

Notice of the APCM will have to go up by 14 days before – MW will put this up

Notice of meeting for Election of church warden will also go up – nomination forms to go out in church, e.g. on coffee table; dto. for membership of the PCC – also call for PCC Secretary and a Treasurer

Deanery Synod rep. and also churchwarden form – publicise – SC to check if the Deanery Synod Rep. is also a member of the PCC – SC will check

10. ALP approvals

Authorised Local Preacher approval: SC, Richard Hopkins, Anne-Marie Price-Partrick

Proposed: RC, Seconded: CV – vote: unanimous (SC didn't vote on herself)

Note a vote of thanks for the services our ALPs provide to our parish.

11. Living in Love and Faith

Not much to report – the CofE General Synod voted; conscience clause applies, so if a local vicar refused, then PCCs mustn't put pressure on them but they can't refuse someone else doing it; some conversation around the table – also: CV spoke on the Slavery exhibition, RC spoke about the refugees. MW:

12. Coronation Parish Council village party 7 May Sunday

SC – there'll be a picnic; we were approached if we wanted to be involved, so we're not having an official table or involvement

13. Finance: Parish share update

MW: email from Deanery Treasurer, new contribution rate will start in April, ASK MW about

Hilary email: 74.6% of the total Deanery share up to Dec. 2022; also sent to SC

MW 7,140 about 60% of what was expected; we budgeted for 10k contribution, now gas bill... SC will talk to Sara Marshall and report back to the PCC; 'struggling to meet their allocations' – SC said that this is a 'voluntary contribution', so 'we don't have to feel guilty'. SC wants to see with Sara what it costs us to run the church week by week – Dedham do an annual payment and see what they've left over and then put this into the PS; after they've paid all the bills

Also MW said to note: our finances are going to be difficult next year, mainly because of heating costs, and we need to plan for next week how to heat; eg. Holding PCC meetings in people's homes

SC: feels strongly that the heating system was a waste of money; MW and RC about what happened when the company went bust

See Sara's email

14. Resourcing ministry:

A) Reach Out update. Volunteer approval.

SC: Reach out, nothing to report – Volunteer: Sarah Beevers Volunteer for Little Steps and Heritage Café, Interviewed Assessed by Caroline Allen, Susan Carne, Martin West, MW had the document, signed and dated 08-03-2023; Documentation will go to Deb to file

Proposed: RK, seconded RC: Vote: unanimous

B) Services – planning

We've seen the service pattern – see paper handout; had been approved at the last PCC meeting; Note: Joint Benefice Services, note Ardleigh times for 9.30am

Café Church – work in progress – Caroline and SC are talking about this, MW invited input from anyone interested

We'll monitor the 8am attendance

[perhaps publicise the 8am across the Deanery – CV to note]

C) Junior Church Council for Benefice

See email from Phillip – Work for Youth and Children's Ministry Council – SC and Caroline to be involved; see email printout

PCC is supportive – agenda item for PCC meeting

Churchwardens will tell Revd Phillip in their Tuesday meeting that PCC is supportive; Dedham and Ardleigh to start and then others can join

[CV also the Open the Book in Dedham School]

D) Deanery synod report

CV – put something in here, meeting 7th February; Phil Ritchie licensing, Archdeacon; presentation on well-being; support for Tendring Show urgently needed from the Deanery churches; meeting in Little Bentley; CV likes the spirit of the meeting

E) Schools ministry report

SC no longer foundation governor, all under local authority, poor Ofsted report, so no more governors, SC emailed Nathan, but he didn't reply, Acting Head Nathan; not sure if he'll contribute to APCM; SC to contact Parents' Association lady to ; Amanda going back after Easter to do what she was doing; she's the rep. for Diocesan House, we think; Phillip is very concerned; MW: school have been great, our relationship was great; now all under Local Authority; they're still a CofE school, Amanda still represents the Diocese, retains her association with the School; Phillip can still go in (Amanda had planned to take Phillip in his role as Rural Missioner)

There's something called 'The Vine'... a broader initiative

Quite a lot of RC family

Parents are taking their kids to Lawford (RC said that this happened when we was little)

F) Fabric committee

SmartWater needs to be applied to the roof – but needs to happen in better weather; alarm needs to be off for that

MW thanked RC for all the work he does in the Church, mortuary, old kneelers, roof, Garden of Remembrance

Work outside west door, after clearance of shrubbery – Mums and toddlers are doing planting, waiting past the frost for more planting, e.g. of sunflowers – Caroline is a gardener, she'll plant things of interest; Clare Fox will also help

We still need quote for tower and roof repairs

Bell project – David Culham is applying for faculty, but this depends of the bats

Yew trees – MW is dealing with this and the Parish Council, but he's not done anything

We're reusing the chairs

Curtains at entrance – SC is doing this

SC: get a quote for curtaining off the Lady Chapel – PCC is happy for her to do that, compare curtains vs. awning/marquee

G) Hourly charge for groups using church/ Gas charges

We can't really set hourly charges because of the gas prices; we're hanging on now over this winter and will plan for next winter

H) People: Rotas, cleaning

Locking system – SK thanks to her for organising this; one evening church wasn't locked; Clare usually locks up after Living Stones, but usually things works well

Helper from Gt Bromley, upset, she drives over to lock up and then finds a few hours later, someone else is in there, RK offered to let people know in reminder every week

In winter, lock up by 3.30pm, or earlier, esp. if weather is poor

SC and SK will liaise over this

Cleaning Rota from April on SC's to do list – largely the RC's and Culleys;

I) Health & Safety: First Aid training, Fire Risk

SC will do fire risk thing – access to West door with font in the way; perhaps move the old font, and have a modern font like Dedham

SC – First aid training on hold, we have a designated First Aiders – Little Steps, SC, and Caroline – for all other groups is the leader, for services: it's the service warden, and all are aware that they are the designated first aiders – look at Sue's handbook from the vestry – vergers also do it

15. Correspondence – to be notified before meeting

None received

16. AOB

CV had notified the Benefice Joint PCC meetings – SC said that there was nothing to discuss e.g. on services

SC confirmed that the churchwardens are supportive of the Benefice Joint PCC Meetings Perhaps suggest what RC had experienced with Gt. Bromley

SC not happy listening to 'Dedham business' in the cw meetings

CV suggested for some of us to go, rather than the churchwardens going – CV and RC

17. Date and times of next meeting.

Next meeting just after the APCM – 23rd April

Thursday, 18th May – at Highfield

18. Closing prayer

The meeting closed in Prayer

By SC

Ended 21:21

Election of Deanery Rep.s

2023 ELECTIONS TO DEANERY SYNODS

I am writing to inform you of the triennial elections of lay parish representatives to the Deanery Synods, due to take place at the Annual Parochial Church Meetings (APCMs) in 2023. These elections are crucial in ensuring representation of the parishes at Deanery level as well as the electorate for future elections to the General Synod.

Formula for the Number of Representatives

At its October meeting, the Diocesan Synod approved the formula table, below, for calculating the number of representatives to be elected by each parish, based on the number of people on the Electoral Roll of the parish. The Church Representation Rules (CRR) allow the formula to be modified for parishes with more than one parish church or district.

Parish/Mission Initiative Roll	Number of Lay representatives on Deanery Synod			
	Column A One Parish Church	Column B Parishes with more than one Parish Church or District		
		Two	Three	Four or more
1 – 35	1	1	2	2
36 – 70	2	2	3	3
71 – 100	2	3	3	4
101 – 200	3	4	4	4
201 – 300	4	5	6	6
301 – 400	5	6	7	8
Over 400	6	7	8	9

Parishes with only one parish church - if the parish has only one parish church and no formally constituted Districts, the representation will be based solely on column A of the table

Parishes with more than one parish church or District - if the parish has more than one parish church, or formally constituted districts, the representation will be calculated with reference to the relevant section of column B in the table. The figures for seats allocated in the attachment are based on the formula for one parish church and, therefore, will need to be increased for parishes with more than one parish church or Districts.

Attached to this email you will have a list of the parishes in your Deanery and the number of seats allocated to each, related to the Electoral Roll totals reported to the Diocesan Office after the 2022 APCMs. If there is a query over your electoral roll figure please do let me know.

Notification of Election Results

Details of those elected will need to be included within the online parish return submitted to this office after the 2023 APCM. Please could all PCC Secretaries (or Churchwardens in the absence of a PCC Secretary) set a reminder to do this. Please also ensure that you inform the Secretary of the Deanery Synod (or Area Dean or Lay Chair where there is no Deanery Secretary) of the outcome of these elections. If your parish has not yet engaged with our online data collection system please let me know and I will put you in touch with my colleague who can assist you.