

ST MARY'S RIVERHEAD with DUNTON GREEN

MINUTES

**Meeting of the Parochial Church Council
Tuesday 20 July 2010
In the Church Hall**

PRESENT:

The Reverend Paul Francis – in the Chair

Jane Edwards, Diane Williams, Barry Sharp, Elaine Hanham, Ronnie Todd,
Martyn Berry, Miranda Cormack, Jeannette Francis, Doris Gosnold, Yemesi Howitt, Tim Johnston, Anne
Straight, Sarah Stott, Andrew Tawse & Joanna Tawse, Ursula Warner, Lynn Wilson, Jean Woods

1. Opening Prayers

The meeting began with worship.

2. Apologies

Apologies were received from: Audrey Bernardi, Anne Bourne, Lee Kings, Robin Tonge

3. To approve the Minutes of the meetings 4 May and 13 June 2010

The Minutes were approved and signed by the Vicar as true copies.

4. Matters Arising

i) Meeting Dates – The Vicar confirmed the following dates:

Monday 20 September 2010,
Wednesday 10 November 2010,
Tuesday 11 January 2011,
14 February 2011

AGM: Sunday 6 March 2011

ii) CPP Officer – The Vicar advised the meeting that Sue Waller who is the current CPP Officer is being replaced by Mary Howard on an interim basis for this year.

iii) Church Hall – Diane Williams reported that we have received no more complaints regarding noise. Margaret Nicholas has revised the letter re bookings which is sent out to prospective users of the hall. It makes it very clear that noise must be kept to a minimum.

iv) Memorial Bench – The Secretary read out a proposal from Robin Tonge in his absence. This has yet to be discussed with Tom and Chloe Witchell.

v) Church Repairs – Diane Williams reported that the Faculty for repair of the Chancel wall has been agreed and the repairs will be completed soon. Concern was raised by some PCC members about use of the church over the Christmas period which is when the current damage occurred.

vi) Sense – The Vicar reported that he has received no response regarding our reply to the enquiry we had received from Sense regarding holding their collection sacks.

- vii) Christian Aid Partnership – The Vicar reported that Knockholt and Halstead churches have indicated that they would be interested in the campaign. He suggested we wait and see what happens when the new scheme comes into being.
- viii) Office Space – Nothing more to report at present.
- ix) Hopefest – A cheque for just over £50 has been sent to St. Mary's in recognition of over-payment.
- x) Fun Day, Dunton Green – It was reported that the event had been a success and they had served 800 teas. The Vicar thanked all those who took part. A donation of £30-£40 will be given on behalf of St. Mary's. Anne Straight suggested it would be a good idea next year to give out leaflets noting the names of contributors to the Fun Day and a note of St. Mary's church services.
- xi) First Aid Officer – Diane Williams reported that we now have two First Aid Officers: Barry Sharp and Audrey Francis. A notice has been placed at the back of the church and in the church hall giving details, including location of the first aid box. There is also a book for reporting accidents.

5. Vacant Posts

The Vicar reported on the following vacant posts:

Independent Examiner – Not needed immediately

Sunday School Leader – David Holmes has agreed to take over this post.

The Vicar thanked Lynn Wilson for all her hard work over the last few years as Sunday School Leader.

Norma's Duties – There are lots of duties which Norma had carried out and Tessa Fox has agreed to take these on, i.e. training servers and crucifer, amongst other things.

6. Events Team Report

Sarah Stott reported that events for this year are being documented to help next year's social committee.

Church Barbeque - sadly this did not happen due to other commitments.

Funeral Party for Norma – Lots of people have volunteered their services.

Patronal Festival – A volunteer is needed to organise the event.

Church Bike Ride – This is in hand by those taking part.

Riverhead Carnival – St. Mary's have a stall.

Harvest Supper – This has been set at 5.30 – 6.00 to cater for families. It is thought the meal will be followed by a game such as a beetle drive for instance.

Christmas Social – This will be a DIY party and we will need commitment from people. The hall is yet to be booked.

Sarah also reported that there have been some complaints about occasions when we have wine with coffee after church because of the amount of washing up. More notice is needed if this is to happen.

There is a problem with cake tins either not being returned or collected. It may be a better idea to ask people not to use tins/boxes.

The Vicar thanked Sarah and her team for all their hard work in organising the events.

Anne Straight reported that there will be a Dunton Green Picnic in Centenary Wood on Sunday 8 August. She asked if we could have a presence from St. Mary's at the event. It is being organised by the Parish Council.

It was suggested that a rolling list of event dates placed in the mini-mag each week would be a good idea.

7. Financial Report

Elaine Hanham reported on the financial situation. The termination of the Parish Magazine is something we need to be aware of.

SKET – Diane Williams reported that monies received are in excess of £300 and David Debenham is very pleased.

8. 3 G's Stewardship Campaign

The Vicar advised the meeting that to date the team had met three times. Draft posters, letter and invitation have been drawn up and were passed around for perusal by the PCC. They had all been produced by Alan Strachan.

Envelopes have been produced containing the posters, etc and pack leaders will be needed to deliver them to the six groups. Ten to 12 groups of six have been identified so far. The PCC will be requested to take on responsibility as pack leaders.

Alan Strachan will be at a meeting for Pack Leaders at 8.00 pm on Monday 23 August to explain the procedure.

The envelopes will only be delivered to those with a church connection – 90 households have been identified.

The subject of Gift Aid envelopes was then discussed. It was agreed that the Churchwardens will advise duty sidesmen that they need to put them out in the pews and a regular note will be put in the minimag to advise everyone.

9. New Legislation for Vetting Workers

The Vicar reported that the new legislation for vetting workers with children and the elderly is now not going ahead and we will stay with the current CRB checks.

10. The Review/Community Magazine

The Vicar reported on the meeting for the suggested community magazine. It was agreed that it will continue with outreach but not so much in-house reporting but more community based reports. A working group will be meeting early in September. It would be a quarterly magazine. The Parish Council, Schools and Police will all be involved and the magazine would be delivered to all households in the Parish. If it goes ahead it will be supported by advertising.

11. Organist and Choir Leader

Janet Sharp is due to stand down in February 2011. An advertisement has been placed in the Royal School of Church Music Magazine. It will also be placed in The Link. The Vicar made the point that we have been very fortunate in having Janet for the past 20 years. The subject of finance was discussed as the honorarium scale has increased. Barry was asked to find out whether Janet would be willing to have an article written about her in the Sevenoaks Chronicle.

12. Any Other Business

Deanery Synod – The date for the next meeting has been changed to 3 November 2010.

Chalice Administrator – As a current Churchwarden, Barry Sharp will be added to the list of Chalice Administrators.

Jane Edwards – Jane is due to leave St. Mary's at the end of August but she currently has no Parish to go to. Jane has written to Bishop Brian. However, Anne Bourne will be away on her ordination training until 21 November, so Jane's term has been extended to the end of 2010.

Training – Paul has been asked to fill the vacancy of Assistant Director of Training which means he will be away quite a lot. As a result of this post, St. Mary's will receive a rebate on their Parish Share.

USPG – An invitation has been sent to supporting churches to Evensong at Canterbury Cathedral on 2 October 2010. Unfortunately this clashes with our Harvest Supper.

Church Working Party – Thanks were given to the working party which had cleared brambles from the footpath the previous Saturday. There will be another one on 7 August and 21 August between 9.00am and 1.00pm. A note will be put in the mini-mag.

Garden of Remembrance – It was agreed that people using the Garden of Remembrance for their loved ones should be made aware that shrines must be cleared from the site after a short period of time. There is a note written in the Garden of Remembrance regulations that Shrines are not allowed.

Bishop James – The enthronement of Bishop James will take place before Christmas. In his role as Honorary Canon the Vicar will be involved at the Cathedral for the election. The Vicar advised the PCC that the new Bishop brings lots of skills and is highly thought of in Norfolk. He also advised the PCC that his term as Rural Dean has been extended for another two years.

The date of the next PCC meeting will be Monday **20 September 2010**.

The meeting ended with prayer.