

## **The United Benefice of St. Mary's, Goudhurst With Christ Church, Kilndown.**

**MINUTES** of St. Mary's P.C.C. meeting held on Thursday 23<sup>rd</sup> January 2014, 7.30.p.m. in the Children's Chapel, St. Mary's.

Present:	Rev. H. Nelson	Mrs R Southon
	Mr T Wormington	Mrs J Dunstall
	Mrs S Donkin	Mr A Farnfield
	Mr S Taurins	Mr R Vinton
	Mr B Mayhew	Mrs J. Hodges
	Mr J Wickham	

**1. Prayers**

Rev. Hugh Nelson opened the meeting with prayer.

**2. Apologies for absence**

Apologies were received from Angela P.W., Emma Sibree and Patrice Springett.

**3. Minutes of Meeting held on 26.11.13.**

These Minutes were approved and signed.

**4. Matters Arising**

Parish Magazine – It is anticipated that the Parish Magazine will be distributed free to every house in the benefice for the 3 months, April, May and June. A note will be placed in the March magazine, explaining that those who have already paid the year's subscription, will not have to pay again until April 2015. Richard undertook to inform Pam Stubbs of this. It is hoped that these 3 months free magazines will include news from many village clubs.

Charitable Giving – Anthony reported that he has sent cheques to the charities agreed, for 2013.

**5. Mission and Ministry**

A report from Hugh had been previously circulated.

**AV System** – Hugh informed members that the Diocese had approved the system and a Faculty to carry out the work was being sent. Hugh hoped the system would be up and running by Easter.

**A.P.C.M.** – The P.C.C. agreed that the A.P.C.M. be held after the Family Service on 6<sup>th</sup> April. The various reports will be in book form as before and distributed to the congregation on the Sunday before the meeting. Anthony will also produce a shortened form of the accounts for distribution, but the full accounts will be available if requested. The Accounts will also be available on line.

**6. Families Minister**

Hugh had previously sent a Proposal to the P.C.C. regarding Kevin Draper, also a sheet listing the key areas of responsibility was circulated at the meeting.

Hugh proposed that we appoint Kevin as our Families Minister on a temporary and part time basis for 12 months, working 15 hours a week.

Following this 12-month period the position will be assessed, as to the need at that time.

Barney asked if the P.C.C. agreed to the need for a Families Minister. A vote was taken and the P.C.C. agreed unanimously to Hugh's proposal.

The title of Families Minister was questioned and Hugh agreed to email clergy in the deanery to ask their advice.

Hugh suggested 3 options for appointing Kevin and the P.C.C. agreed to option 2, which is, "We agree the job description and terms and conditions. Given that this is a temporary post, we do not advertise externally, and set up a panel to interview Kevin. The panel would include at least; Hugh, a Churchwarden, a member of the P.C.C. and a member of the Sunday Club Team."

It was agreed that Kevin should be formally interviewed and the team to do this will be Hugh, Tim or Angela as churchwardens, Barney and Huthrie Coplestone.

The P.C.C. decided to authorise the Vicar to contract Kevin, subject to the interview panel being satisfied with the outcome of the interview, and with further references. The Vicar informing the P.C.C. of the outcome by email, and giving the P.C.C. the opportunity to query or object within a few days.

The appointment of Kevin has been made possible by a generous donation. Hugh will write a letter to the donors, which the P.C.C. will sign.

It was suggested that when Kevin is appointed, Hugh does his "Getting to Know You" interviews at the morning service.

#### **7. Child Protection Report**

A report from Andrea had been previously circulated to members.

The P.C.C. agreed that Andrea keeps the relevant paperwork appertaining to her position, rather than the P.C.C.

It was noted that Basic Child Protection training was being held on Saturday 8<sup>th</sup> March in St. Mary's at 10.30.a.m. for approximately 1 ½ hours. P.C.C. members would be welcome.

#### **8. Finance**

Anthony distributed a Statement of Expenditure against Budget, which he went through with us; The P.C.C. congratulated Anthony on his clear, uncomplicated account sheet.

Barney commented that the leaflets explaining the financial situation of St. Mary's need to be updated.

The P.C.C. also felt that a Reserve Fund would be beneficial, perhaps for the needy in the parish. The Finance Committee is meeting shortly and will report at the next P.C.C. meeting.

The Children's Chapel is being used more regularly and it was questioned if the same hire rates as the Church Room could be used. Rosemary oversees the hiring of this Chapel. Hugh will check whether you can hire a church.

The P.C.C. agreed to the purchase of a laptop for Hugh's use.

Anthony is looking into the Payroll system.

#### **9. Charitable Giving**

The Charity Giving Sub-Committee has met and their suggestions will be reported at the next P.C.C.

It was suggested that a notice be placed in church showing the charities we support, together with any thank you letters.

#### **10. Fabric Report**

Tim reported that the upper vestry roof is leaking and upon investigation it was found that the metal fillets need replacing. Hurstways have quoted £150, and this work will be done when it is warmer.

Tim also felt that water collects in the middle of the tower roof and John Underwood will investigate this matter.

Bacon and Co who check our lightening conductor, have reported that it needs work on it, costing £750. A meeting has been held with the Friends of St. Mary's and Tim felt that they might absorb this cost.

Some of the castors on the cupboards in the Children's Chapel have come off, apparently because the screws are too short. Robin Childs will rectify this.

The church clock has stopped striking, Tom Crookall will deal with this.

The playground has been repaired to the required standard, with the exception of the 2 springing animals. These would cost £300 each to repair and James undertook to find an alternative piece of equipment to replace these animals.

The cost of these repairs was £800 of which the Parish Council paid £500.

It was agreed that Tim would make enquiries regarding the replacement of the church boiler, if and when it fails. It was suggested that we purchase the necessary spare parts while they are still available or perhaps put money aside for a new boiler.

#### 11. **Church Room**

A report from Brian Ferdinando had been previously circulated. In this report Brian sought the P.C.C.'s agreement to spend up to £4,200 on a new floor, laying plywood and finished with a wood effect vinyl. Rosemary was going with Brian to see a floor with this finish, and the P.C.C. agreed that if Rosemary was satisfied with the quality, then Brian would go ahead.

#### 12. **Church Fundraising**

As per list circulated by Richard at the last meeting. The date for the Village Fete is 14<sup>th</sup> June, this year chaired by the school.

#### 13. **School Report**

Richard reported that a Governor's meeting will be held the following week, and the school is expecting an Ofsted inspection shortly.

#### 14. **Any Other Business**

There was no other business.

#### **Future Dates 2014**

P.C.C. Meetings Thursdays commencing at 7.30.p.m.

27<sup>th</sup> February (strategy)

27<sup>th</sup> March (business)

10<sup>th</sup> April A.P.C.M. followed by short P.C.C. meeting

22<sup>nd</sup> May (business)

26<sup>th</sup> June (strategy)

24<sup>th</sup> July

25<sup>th</sup> September

23<sup>rd</sup> October (strategy)

27<sup>th</sup> November

8<sup>th</sup> March – Basic Child Protection training, St. Mary’s, 10.30.a.m.

3<sup>rd</sup> – 5<sup>th</sup> May – Flower Festival

14<sup>th</sup> June – Village Fete

20<sup>th</sup> September – Quiz

4<sup>th</sup> Oct. – Barn Dance