

Minutes of the Meeting of Ashford Town PCC

Held on Saturday 1st April 2017 at St Mary's Willesborough

Present – Rev. John MacKenzie (Chair), Rev. Peter Newell, Rev. Dawn Stamper, Rev. Eve Lanchantin-Piggott, Rev. Caroline Mansley, Phil Coles, Jerry Fox, Shirley Leslie, Phil Sibbald, Charlotte Coles, June Wenborn, Susan Manners, Jane Appleton, Laura Lawrence, Sue Sawyer, Ken Blanshard, Lorraine Andrews, Richard Houghton, Libby Varley, James Beck, Jill Humphreys, Anne King, Julian Sheehan, Derek Goodwin, Ian Rich, Michael Piggott, Haynes?

Rev. John MacKenzie welcomed everyone to the meeting and led a time of worship.

Apologies – received from Rev. Tim Wilson, Rev. Cathie Aldis, Caroline Hannah, Martin Lees, Lesley Wraxall, Paul Needham, Bruce Kidd, Alison Sherwood, Aimee Babbs, Judy Blount, Robert Sharp, Wendy Pryor, Maggie Heaton, Captain Graham Nunn.

Minutes of PCC meeting 3rd September 2016

These were agreed as a true record of the meeting.

There were no matters arising

Standing Committee meetings

There were no matters arising from the minutes of the meeting held on 31st December 2016.

From the minutes of 28th January 2017 meeting, it was reported that the Electoral Roll for 2017 is now closed. The Roll stands at 829 with 40 names added and 27 names removed from the previous Roll.

A query was also raised as to whether Tim Wilson should be minuted as Canon rather than Reverend as they are official documents. Tim will be asked for his preference.

There were no matters arising from the minutes of the meeting held on 25th February 2017.

Finance Report

There was some concern at comments made in the Independent Examiner's Letter which accompanied the annual accounts. However whilst there are some things that need to be looked at


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we must remember that we are looking at levels across the new parish not previously examined in individual accounts.

The Independent Examiner queried Statutory Fees and Shirley Leslie will provide a table of fees.

There was also a query regarding hall lettings. We have not been on top of our hall lettings in the past and there are two cheques which Shirley has discovered that have not been presented. She is trying to contact the hirers. We need to electronically record all money collected for hall lettings across the parish.

The documents marked as missing in the Independent Examiner's Letter were provided but not acknowledged.

There are some gaps in the shareholding documentation.

Ken Blanshard commented that the letter is uncomfortable for us as PCC and Trustees, in particular with regard to hall rents which could leave us open to theft and fraud. Shirley is committed to putting controls in place. There are historic issues which we have lived with in our individual parishes. These will be addressed going forward.

It was agreed to send a copy of the minutes showing our discussions as a response.

Phil Sibbald will help with hall hire as those administrating rental. We will look to the help of individuals, Church Wardens and the Standing Committee.

We have seen the letter and will acknowledge it and deal with the concerns raised.

The accounts have to be displayed in places of worship for 3 weeks before the APCM.

A query was raised regarding a figure on page 3 of the accounts showing an expenditure total of £639,000. This did not tally with a figure on page 6. Shirley explained that this £90,000 is recognised in the notes as a creditor as this relates to outstanding Parish Share written off by the Diocese.

Rev. John MacKenzie proposed that we accept the accounts to present at the APCM. All voted in favour of the proposal.

Stewardship

Following the Stewardship Campaign we have so far received 92 responses. 50% of these do not show any increase. The other 50% do show a proposed increase in giving but there is no previous giving history for some of these individuals, so difficult to gauge.

Some packs have still not been delivered.

We need to draw people's attention to the deadline for responses but point out that responses can still be given after this date.


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Team News

Ian Rich is stepping down as PCC Secretary at the APCM.

Richard Bellamy has been appointed to the St Mary's Town Centre and Ashford School Chaplain post. He will be licensed at the Archbishop's Old Palace on 22nd June. A larger welcome event will be held at Ashford School in September. Richard will start work in June.

Wendy Pryor and Anne Gardiner have been approved by their Local Leadership Team for the ALM Fellow Disciple Course.

The parish needs to provide a list of those administering the chalice for the Bishop's approval. Each church is to bring a list to the PCC meeting which will follow the APCM.

Phil Sibbald and Sue Sawyer have been appointed as Local Wardens at Kennington and St Mary's Town Centre respectively. Lin Briscall is Local Warden at Great Chart.

The new PCC will be asked to look at terms of reference for Local Wardens.

There are two new administrators within the parish, Helen West at Kingsnorth and Sue Sawyer at Kennington.

Rev. John MacKenzie thanked those PCC members standing down at the APCM and he also expressed thanks to the Church Wardens, Phil Coles and Jerry Fox, for their work during the first year of the parish.

The Mission post will be advertised after Easter. The initial remit was for a Lay or Ordained person. It is an important role and we need to seek the right person.

Prayer

The Week of Accompanied Prayer will take place at St Mary's Town Centre from 14th May 2017. Those taking part will be paired with a prayer guide and will spend time with their guide each day. Rev. John MacKenzie encouraged PCC members to make the week a priority.

A preference was expressed to hold the 9 Days of Prayer between Ascension and Pentecost at different churches around the parish. Priests will arrange times and venues and advertise accordingly.

Christians Against Poverty

Jerry Fox reported that around 18 sets of clients have been seen. One lady is now attending church.

Martin Lees is now trained as a Debt Counsellor. We need more befrienders.

There will be Celebration Services during June 2017 when a CAP speaker will visit each of the churches in the parish.



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Endowments

The Parish has some small endowments. The Diocese is custodial trustee. We can only use the interest; the capital cannot be touched.

Mercy Apps is Shadoxhurst – Restricted for Fabric and Churchyard

H E Pain is St Mary's Town Centre

D W Knott is St Mary's Town Centre

Lady Sharp is Sevington

Annie Marwick is Shadoxhurst. £9,000 is to be reinvested.

Shirley was thanked for her work on the accounts.

Team Development Officer Report

Phil Sibbald gave an overview of his role.

He is looking to improve communication within the parish. A Twitter account has been opened.

Phil will also look at annual returns and will contact churches to look at their registers.

Parish magazines are being looked at. They are an important outside communication which can be distributed locally.

Safeguarding

June Wenborn, the Parish Safeguarding Officer, advised that we need to sign the Parish Safeguarding Policy.

Sheila Rook from the Diocese has asked that the names of Local Safeguarding Officers are displayed in the relevant churches.

Online DBS checks are being completed as required.

There had been a report that at a Winter Night Shelter venue, one shift had been covered by a female team. This report was found to be incorrect, although it was noted that there is nothing in the handbook to say that there has to be a mixed gender team.

We need to speak to Sheila Rook about the number of PCC members who need to be DBS checked. The PCC agreed that we should ensure 66% of the committee are checked.



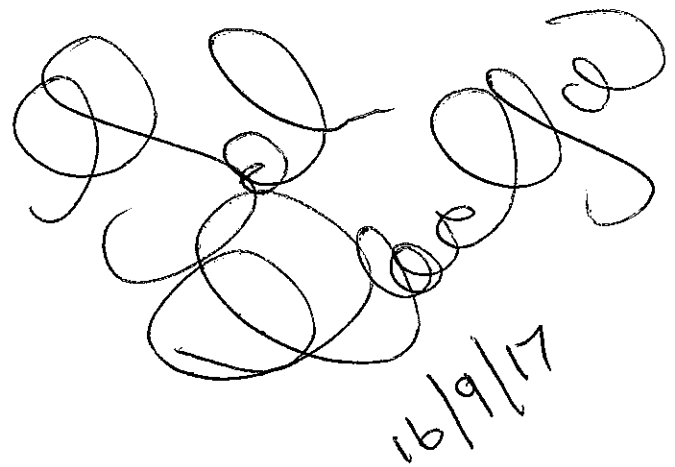
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Any Other Business

Rev. John MacKenzie reported that Tom Pelham had recently passed away. The meeting paused to pray for Tom's family and for Grow Church, Ashford.

The APCM will be held on Saturday 22nd April at 9.30am at Kingsnorth church.

The meeting closed with a prayer.



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