



PAROCHIAL CHURCH COUNCIL

Minutes of a meeting held on Zoom on Saturday 13th February 2021

Present:

Revd. Canon Dr Jeremy Worthen (Chair) (JFW)	James Beck (JB)	Revd Bruce Watson (BW)
Sally Lees (Vice-Chair) (SJL)	Jane Appleton (JA)	Revd Caroline Mansley (CM)
Phil Sibbald (PCC Secretary) (PFSS)	Jill Humphreys (JH)	Revd Cathie Aldis-Saunders (CAS)
Shirley Leslie (PCC Treasurer) (SEL)	Ken Blanshard (KB)	Revd Dawn Stamper (DS)
Derek Goodwin (Church Warden) (DG)	Lesley Wraxall LW)	Revd Eve Lanchantin-Piggott (ELP)
Jerry Fox (Church Warden) (JKF)	Libby Varley LV)	Revd Richard Bellamy (RB)
Alison Gunther (AG)	Lorraine Andrews (LA)	Robert Sharp (RS)
Arthur Waters (AW)	Maureen Drury (MD)	Sarah Ansell (SA)
Dawn Evans (DE)	Morag Sharp (MS)	Sue Mullan (SM)
Gavin Williams (GW)		

1: WELCOME & OPENING PRAYERS

JFW opened the meeting by reading from Isaiah 40: 27-31 and lead the PCC in prayers

2: APOLOGIES FOR ABSENCE:

Helen West (HW)
June Wenborn (JW)
Lynn Suddards (LS)
Revd Andrew Brown (AB)
Wendy Prior (WP)

3: MEMBERSHIP OF THE PCC:

Maureen Drury was proposed as a new member of the PCC

Proposed: SEL
Seconded: PFSS
FOR: 28
AGAINST: 0
ABSTAIN: 0

Maureen Drury was elected to the PCC

4: MINUTES OF THE PCC 3RD DECEMBER 2020 & 14TH JANUARY 2021:

APPENDIX A had been previously circulated prior to the meeting

3rd December 2020:

The minutes of this meeting were accepted as a true record of the meeting

FOR: 28
AGAINST: 0
ABSTAIN: 0

14th January 2021:

The minutes of this meeting were accepted as a true record of the meeting

FOR: 28
AGAINST: 0
ABSTAIN: 0

Electronic Votes Minutes:

The minutes of this meeting were accepted as a true record of the meeting

FOR: 28
AGAINST: 0
ABSTAIN: 0

5: MATTERS ARISING NOT ON THE AGENDA:

APPENDIX B had been previously circulated before the meeting and is attached to the file copy of these minutes

PFSS explained the new format of Matters Arising and updates would be issued before each PCC meeting in the future.

6: DRAFT MINUTES OF THE STANDING COMMITTEE 23RD JANUARY 2021:

APPENDIX C had been previously circulated before the meeting and is attached to the file copy of these minutes

JFW explained that these were just for information as they had not been approved by the Standing Committee.

7: CORRESPONDENCE:

There was none.

8: APPOINTMENTS AND AUTHORISATIONS

The PCC had been asked to confirm the nomination of **Aimee Babbs** to the Governing Body of St Mary Ashford, CEP School.

Proposed: RB
Seconded: ELP
FOR: 28
AGAINST: 0
ABSTAIN: 0

Aimee Babbs nomination was confirmed by the PCC

9: ANNUAL REPORT 2020:

APPENDIX Di – Dvii had been previously circulated before the meeting and is attached to the file copy of these minutes.

JFW explained the format of the annual report. Being sections 1-3 is the *scene*-setting of the life of the church and section 4 is the financial review.

SEL opened by saying that now is the time to speak as at present, the report is still in the draft phase and we will not look at the finished article until the April PCC meeting.

SEL added that we have never had so much detail as before. We used to follow the *PCC and the Charities Act* and now we are following *The Church of England guide* which goes into more detail.

SEL proceeded to give a full and detailed presentation of the various parts of the financial section (section 4). From the outcome of the discussions and presentation that took place, it was agreed that The College address and postcode details needed updating. Out of the discussion that took place, the following proposal was put forward:

That we should keep £30,000 in the cash reserves and £45,000 in free reserves

Proposed:	JF
Seconded:	SEL
FOR:	28
AGAINST:	0
ABSTAIN:	0

This proposal was accepted by the PCC

JFW thanked SEL on behalf of the PCC for all the work she carries out on the finances of the parish.

10: BUDGET 2021

APPENDIX E had been previously circulated before the meeting and is attached to the file copy of these minutes.

SEL presented the proposed budget for 2021 which had been deferred from December 2020 PCC meeting.

The budget was based on the following assumptions (also stated on file copy)

- i) From 1st April – all churches open for public worship, weddings and funerals
- ii) Hall lettings able to begin and cafes open from 1st April
- iii) Only planned giving and graveside fees will arise in Jan-March (no service collections)
- iv) Income & Expenditure Jan-Mar 2021 loosely based on Oct-Dec 2020
- v) Reduced Parish share will be paid Jan – Mar 2021 (generates arrears £30,000)
- vi) Income & Expenditure Apr-Dec based on 2019
- vii) All income sources will increase in number or value from Sept onwards

With all of the above being taken into consideration, we will still have a deficit at the end of 2021 of £25,450.

After discussion, the following proposal was put forward:

Each Local area would be assigned one-fifth of the budget deficit in 2021 (£5,000) as an increase in their income.

Proposed:	JF
Seconded:	SEL
FOR:	28
AGAINST:	0
ABSTAIN:	0

The proposal was carried.

10: BUDGET 2021 (cont)

SEL said she would do the following:

- i) Write to all LLTs asking for their feedback on how they would propose to produce the extra £5,000 on their income. Each LLT is to report back by the March Standing Committee
- ii) Represent the budget with the added proposed extra income from each Local area so the budget is balanced.

11: PRIORITIES FOR 2021

APPENDIX F had been previously circulated before the meeting and is attached to the file copy of these minutes.

JFW presented an update to the Priorities for 2021 document for information and if any member of the PCC had any questions or comments, to email them directly to **JFW**.

12: MISSION ACTION PLANNING: REVIEW PHASE:

APPENDIX G had been previously circulated before the meeting and is attached to the file copy of these minutes.

JFW gave an outline of the MAP review phase and that the PCC is aware of what is happening. The items that are currently in the review stage are:

- i) Community Audit
- ii) Church Health Check
- iii) Mission Values: summarizing recent work we want to build on.

13: APPOINTMENT OF PARISH MISSION ENABLER

APPENDIX H had been previously circulated before the meeting and is attached to the file copy of these minutes.

JFW spoke to appendix H with regards to the process of appointing the new Parish Mission Enabler. The interviews are set for 26th April 2021

The PCC voted for the procedure to go ahead with the appointment

FOR: 28
AGAINST: 0
ABSTAIN: 0

14: DEANERY PLAN:

APPENDIX I had been previously circulated before the meeting and is attached to the file copy of these minutes.

CM presented the history behind the Deanery Plan. In December 2020, The Venerable Darren Miller, Archdeacon of Ashford, met with **CM**, **PFSS**, **JFW** & Chris Denyer (Stour Downs Benefice) to inform them that every Deanery in the Canterbury Diocese was being asked to put forward a plan for the future of each deanery by the end of March 2021. Appendix I was put together with the deanery Mission and Ministry committee.

Now, this had been submitted as requested, we were asked to get the approval of the PCC.

Proposed: CM
Seconded: PFSS
FOR: 28
AGAINST: 0
ABSTAIN: 0

15: RE-OPENING OF CHURCH BUILDINGS AND PATTERN OF SUNDAY SERVICES:

APPENDIX J had been previously circulated before the meeting and is attached to the file copy of these minutes.

At present we have a dispensation from The Bishop of Dover, to remain closed *if we wish to* until Palm Sunday (last Sunday in March). The Core Ministry Team had also proposed for this year, we would do Holy Week on line and then open churches and have services in person on Easter Day (4th April 2021). Providing that the Government roadmap does not change.

It was agreed that a proposed plan of services would be created by each local area from the period of April – July.

16: OVERVIEW OF MAJOR PROJECTS:

APPENDIX K had been previously circulated before the meeting and is attached to the file copy of these minutes.

JF spoke to the Major Projects that will be going on in the parish up until 2025 as stated in appendix K

The refurbishment of the St Mary's Ashford organ will be on the April PCC Agenda.

The proposal was put forward that the PCC accept all the works detailed on the document submitted:

Proposed: KB
Seconded: CM
FOR: 28
AGAINST: 0
ABSTAIN: 0

17: GENERAL FABRIC ISSUES:

APPENDIX L had been previously circulated before the meeting and is attached to the file copy of these minutes.

As detailed in Appendix L, **JF** spoke specifically to the works on St Francis Church and Hall, South Ashford and the renovation and extension of the kitchen.

The PCC were then asked to vote on the following proposals.

- **The PCC is asked to authorise expenditure on the kitchen up to the value of secured external funding. A second price for the building works is to be obtained (to ensure value for money for that element of the works) after which the PCC will place a contract/contracts with the preferred supplier/builder.**

Proposed: JF
Seconded: CAS
FOR: 28
AGAINST: 0
ABSTAIN: 0

- Delegate authority to the choice of the team dealing with the project

Proposed: JF
Seconded: DG
FOR: 28
AGAINST: 0
ABSTAIN: 0

- The sewage pump which serves the hall is nearing the end of its service life. It needs replacing at an estimated cost of £4,360 including VAT.

17: GENERAL FABRIC ISSUES: (Cont.)

The PCC is asked to authorise the purchase of a replacement pump subject to securing external funding to pay for it.

Proposed: JF
Seconded: DG
FOR: 28
AGAINST: 0
ABSTAIN: 0

18: ANY OTHER BUSINESS:

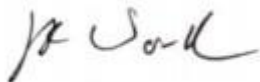
There was none tabled

19: CONFIDENTIAL MATTERS

There were none

20: DATE OF NEXT MEETING:

Thursday 22nd April 2021 at 7.30 pm



Revd Canon Dr. Jeremy Worthen
22nd April 2021