



## **STANDING COMMITTEE**

**Minutes of a meeting held on Zoom on Saturday 10<sup>th</sup> July 2021**

### **Present:**

Revd Canon Dr Jeremy Worthen (Chair) JFW  
Sally Lees (Vice Chair) SJL  
Shirley Leslie (PCC Treasurer) SEL  
Jerry Fox (Church Warden) JKF  
Revd Bruce Watson BW  
Phil Sibbald (Minute Secretary only) PFSS

### **1: WELCOME AND OPENING PRAYERS**

**JFW** opened the meeting with a reading from 2 Corinthians and prayers.

### **2: APOLOGIE FOR ABSENCE:**

Apologies were received from **Derek Goodwin**

### **3: MINUTES OF THE LAST MEETING 10<sup>TH</sup> JUNE 2021**

Appendix A & Ai had been circulated prior to the meeting.

**JFW** thanked **SJL** for taking the minutes at the last meeting.

The minutes were accepted a true record of the meeting.

The PCC minutes (Appendix Ai) of 10<sup>th</sup> June were circulated. **JFW** said these would need to be abbreviated before issuing to the PCC ahead of the next meeting.

### **4: MATTERS ARISING NOT ON THE AGENDA**

Appendix B had been circulated prior to the meeting.

Item 8 – Policies and Procedures: This had been completed. Also a written agreement had been agreed between The Pightlands Trusts and the PCC with regards to the funding of Helen West's salary when Helen West moves to the parish pay roll.

Item 12 – Fabric Issues – With regards to the Christ Church Hall, this request/issue had been sent to Robert Sharp to be actioned.

### **5: REVIEW OF THE JUNE PACC MEETING AND APCM:**

Following the issues that were aired over procedure queries over PCC members from the floor.

It was agreed in the end that we *could* have taken nominations from the floor and that we would raise these nominations at the next full PCC meeting.

It was raised that we should be bold enough in future meetings to state clearly that "we can't resolve these issues now" and move on. However, we would also need to put a mechanism in place making it clear how long it would take to get an answer.

## **6: SCHEME OF DELEGATION**

Appendix C had been circulated prior to the meeting.

**SJL** reported that there had been a lot of feedback on the Scheme of Delegation. This had been taken into account updates had been made.

There had been a good productive meeting with the Local Wardens. It was agreed that going forward they would be known as *Assistant Church Wardens*.

**SJL** is reviewing the latest version of the Scheme of Delegation. **SEL** said there is one term in the Scheme that needs updating. **SEL** said she would send the updated text to **SJL**

Two further appendices were required. A summary and what we are using the Scheme for.

JFW said he was concerned that there had not been much feedback from the LLTs. It was pointed out that not all the LLT's had met yet since they had been sent the Scheme of Delegation.

It is vital that we do get the feedback because the LLTs need to have a clear understanding of what is required of them via the scheme.

**SJL to finalise the updates for the Scheme of Delegation**  
**PFSS to do the formatting of the Scheme of Delegation**

## **7: RESPONSE TO LIFTING OF RESTRICTIONS: INITAIL DISCUSSION**

It was discussed that the expectation from 26<sup>th</sup> July is that we can stop wearing masks in church and start singing. However, we need to manage this carefully.

It was asked if we should "encourage" people to still wear masks even when singing?

This would be discussed and agreed more at the next PCC Meeting

### Continuity of Online Services:

It was agreed that we need to maintain online provisions for those would still prefer to not return to church services.

**SJL** suggested that LLTs should look at their own provisions and report back.

## **8: MAP UPDATE:**

JFW gave a verbal update to the latest with Mission Action Planning.

## **9: PARISH ADMINISTRATION TEAM:**

The plan for this centralisation of the administration offices is in three parts

- Planning
- Move into the new office
- Re work all the Job descriptions

JFW had written a Risk Assessment for the new office and had sent it to Robert Sharp and June Wenborn.

With regards to the re working of job descriptions, **JF** said that if we don't look at Libby Varley's workload the office will not have the capacity when the Team Development Officer's post ceases in March 2022.

## **10: FINANCE**

Appendix D had been circulated prior to the meeting

**SEL** reported that the recovery is slow and expects 2021 to be worse than 2020. **SEL** then raised the following points:

- We will pay reduced parish share in July and August.
- We need to look at Halls & Café Costs.
- **SEL** has added to the budget a “Contribution from Local Areas”
- Great Chart are planning a gift day buy still running at a deficit
- Ashford are currently -£7,500 under budget
- Kennington are -£13,500 under budget with fundraising in place.
- South East area are in profit.

### Management Accounts:

**SEL** Said that looking to the end of June, the situation would be as follows:

- £45,000 short on Parish Share
- We had not received any Gift Aid from the Diocese

### Year of Generosity

The parish will be launching a *Year of Generosity* on 13<sup>th</sup> November 2021. This would look at Giving, The Planet and Money.

## **11: FABRIC ISSUES**

### Sevington:

JF said the Section 106 monies are now £220 K. We had received £46K and we now need the balance.

**SEL** suggested we press for the payment via the Ashford Borough Council.

It was suggested the Assistant Church Wardens act as a subcommittee of the PCC to report to the PCC on all fabric projects in the parish.

## **12: HEALTH AND SAFETY POLICY:**

There had been no feedback from the LLTs at the time of this meeting

## **13: DRAFT AGENDA FOR THE NEXT PCC MEETING:**

Appendix E had been circulated prior to the meeting

The following updates were required to the proposed Agenda

- Locate the Terms of Reference for the Standing Committee
- Add Scheme of Delegation
- Add Safeguarding Policy
- Add Health & Safety Policy

At the meeting we need to elect the casual vacancies to the PCC

**PFSS to update the agenda before issuing to the PCC for the next meeting.**

## **14: ANY OTHER BUSINESS**

There was none

**15: CONFIDENTIALS ITEMS**

There were none

**16: DATE OF NEXT MEETING:**

To be advised



**Revd Canon Dr Jeremy Worthen  
21<sup>st</sup> October 2021**