**St Mary’s Chediston**

**APCM Meeting – St Mary’s Church Wednesday 14th October 2020**

 **Annual Meeting of Parishioners for the Election of Churchwardens**

 **MINUTES**

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|  **No.** | **Item** | **Comments** | **Action by** |
| **1.** | Opening Prayers | Lead by Reverend Jane Held |  |
| **2.** | Apologies – Carol Penrice-Jones | Those present: -Jane Held (JH), Graeme and Ann Williams (AGW and AW), Veronica Downing (VAMD), Mark and Janet Hardingham, Julia Manton (JM). |  |
| **3.** | Election of Churchwardens | VAMD and AGW were willing to stand as Churchwardens and were unanimously appointed into the role. There were no other nominations. | JM - publish appointments as required |

**Annual Parochial Church Meeting**

**MINUTES**

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| **No.** | **Item** | **Comments** | **Action/by/date** |
| **1.** | **Minutes of the 2019 APCM** | The Minutes were unanimously approved. | Minutes approved |
| **2.** | **Matters Arising** | None | **-** |
| **3.** | **PCC Secretary’s Report on the proceedings of the PCC 2019** | JM wrote and read her review of the PCC year. (Attached to these Minutes) | JM to include a section on all Charitable donations made by PCC and to circulate report before posting to the village website. |
| **4.** | **Electoral Roll** | In 2019 there were 26 names on the Electoral Roll, but 2 people have since died and 2 moved away, 3 people are anticipated to join. The anticipated number on the 2020 electoral roll is therefore 25. | AGW to update the Electoral Roll and publish accordingly. |
| **5.** | **Churchwarden’s Report on the Fabric of the Building** | AGW reported that the fabric of the building was still basically sound. The leak in the chancel roof was a one-off occurrence. We are seeking help from the Diocese to obtain a quotation for under pew heating as local electrician quotes were high. The Quinquennial Report is due to be made in 2021 and once published we will most likely incur repair costs. | AGW approaching Jonathan Carmen as possible replacement Fabric Officer |
| **6.** | **Presentation of Audited Accounts for 2019** | In Carol’s absence AGW presented the accounts for 2019. AGW outlined various points including: -* Overall, the accounts were stable for 2019
* The quota for the Diocese was met in full
* The Parish Giving Scheme made a difference to income received
 | Carol was thanked very much for producing the accounts. |
| **7.** | **Adoption of Audited Accounts** | AGW reported that Ali Mansfield has audited the accounts and they were presented to the Diocese in June and have been approved. | The accounts were formally adopted. |
| **8.**  | **Reports from any other parish organisations** | See JM’s PCC Secretary’s Report (attached) |  |
| **9.** | **Report of Team Council Representative** | AGW reported that meetings had focused a lot of time on the amalgamation of the informal cluster, Heveningham, Huntingfield and Cookley to the Blyth Team Ministry. | Formal thanks were given to AGW for being the Team Council Representative |
| **10.** | **Report of Deanery Synod’s Representative** | Not applicable |  |
| **11.** | **Assistant Curate’s View of the Year** | JH reported that the end of 2019 had been sad coming to terms with Edward Rennard’s death, but the year as a whole had been a good one. She mentioned the Away Day and the team plan resulting from this, JH was ordained, Alison and Linda started their Reader training and much work had been done with the children. |  |
| **12.** | **Election of Deputy Church Wardens** | Not applicable |  |
| **13.** | **Elections to the Parish Council** | All existing members of the PCC were happy to stand again. | PCC re-elected unanimously |
| **14.** | **Election of Sidespeople** | Not applicable |  |
| **15.** | **Election to Deanery Synod** | Not applicable |  |
| **16.** | **Notice of Annual Team Council Meeting – Wednesday 4th November 2020** | At St Mary’s Church, Halesworth | AGW to attend on 4th November. |
| **17.** | **Open Forum** | No matters raised in Open Forum |  |

**First Meeting of the New Parochial Church Council**

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| **No.** | **Item** | **Comments** | **Action/by/date** |
| **1.** | **Election of Secretary** **to the PCC** | JM was willing to continue in her role as Secretary | JM elected unanimously |
| **2.** | **Election of Treasurer to the PCC** | Carol Penrice-Jones agreed to continue in her role of Treasurer | CP-J elected unanimously |
| **3.** | **Election of Vice-Chairman of the PCC** | AGW agreed to take on this role | AGW elected unanimously |
| **4.** | **Election of Representative to Team Council and Alternate** | AGW agreed to continue as Team Council Representative and VAMD agreed to be Deputy | AGW and VAMD elected unanimously |
| **5.** | **Urgent Actions** | VAMD pointed out that the organ needs servicing urgently. | This was noted |
| **6.** | **Ensure forms for Diocese, Team Administrator and ‘results’ form will be dealt with** | JM to action | JM to post results and send forms to Team Administrator/Diocese by 30 October 2020 |
| **7.** | **Date of Next Meeting** | AGW to circulate dates for PCC meetings 2020 | AGW to circulate dates |
| **8.** | **Closing Prayers** | Led by JH |  |

**Chair of PCC ……………………………………………………………………. Rev. Jane Held**

**Secretary of PCC ……………………………………………………………… Julia Manton**