**St Mary’s Chediston**

**APCM – St Mary’s Church Thursday 15th April 2021**

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

**DRAFT MINUTES**

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| **No.** | **Item** | **Comments** | **Action/by/date** |
| **1.** | **Opening Prayers** | Lead by Reverend Jane Held |  |
| **2.** | **Apologies** | Apologies received from Carol Penrice-Jones.  Those present: -  Jane Held (JH), Graeme and Ann Williams (AGW and AW), Veronica Downing (VAMD), Ali Mansfield (AM), Julia Manton (JM), David and Fiona Sanderson (DS and FS). |  |
| **3.** | **Minutes of last year’s meeting** | The Minutes were unanimously approved |  |
|  | **Matters arising** | None |  |
| 5. | **Election of Churchwardens** | VAMD and AGW were willing to stand as Churchwardens (AGW willing to stand until his house sale is completed). They were unanimously appointed into the role. | JM to publish appointments as required. |

**Annual Parochial Church Meeting**

**DRAFT MINUTES**

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| **No.** | **Item** | **Comments** | **Action/by/date** |
| **1.** | Minutes of the 2020 APCM | VAMD pointed out that point 11 was incorrect in that Alison Alder and Linda Berry started their Ordinand rather than Reader training. The rest of the Minutes were unanimously approved. | JM to correct. JM, and JH to sign off. JM to publish as required. |
| **2.** | **Matters arising** | None. |  |
| **3.** | **Refresh of the Electoral Roll** | AGW reported that the Brooks and the Hardinghams have moved away. David and Fiona Sanderson have joined the Roll. Total number for 2021 - 23. | AGW to update the Electoral Roll and publish as required. |
| **4.** | **PCC Secretary’s Report on the proceedings of the PCC** | JM digitally circulated her report, to the PCC and it was unanimously approved at the meeting. | JM to publish as required. |
| **5.** | **Churchwarden’s Report on the Fabric of the Building(s)** | AGW reported some small plastering work to be done. We are waiting for the Quinquennial Visit in 2021 and it is expected that their survey will identify more structural repairs.  Jonathan Carmen to be involved as Fabric Officer and has been asked if he will join the PCC as a co-opted member. | AGW to make an appointment with the Quinquennial Architect and to follow up with Jonathan Carmen. |
| **6.** | **Presentation of Audited Accounts for 2020** | In Carol’s absence AGW digitally circulated the 2020 accounts together with an annual report on St Mary’s finances. | Carol was thanked for her time as Treasurer. |
| **7.** | **Adoption of the Accounts** | AGW reported that AM had audited the Accounts. It was proposed that the APCM adopt the audited accounts. | The accounts were formally adopted.  JM to publish as required. |
| **8.** | **Report of Benefice Safeguarding Officer** | JH reported that Safeguarding had been overseen well. There were no referrals or issues in 2020. New PCC members must do the mandatory digital Safeguarding training. Church Wardens do not do Safeguarding leadership training. The Team Council is considering a new Dashboard to record the progress of each Parish’s Safeguarding training. |  |
| **9.** | **Approval of Parish Safeguarding Policy** | The Safeguarding Policy was ratified. |  |
| **10.** | **Report from other Parish Organisations** | See PCC Secretary’s annual report. Bell ringing has been restricted because of Covid government regulations. |  |
| **11.** | **Report of Team Council Representative** | AGW identified key issues discussed during 2020 as: -   * Appointing a Team Rector  Working on new Church yard rules which will be given to Funeral Directors and Stonemasons * Finance – some parishes did not meet their parish share. Blyth Valley 25% down. St Mary, Chediston was one of the parishes that paid in full. * The re-opening of Walpole Church * Covid throughout the year |  |
| **12.** | **Report of Deanery Synod Representative** | Not applicable. |  |
| **13.** | **Clergy Views of the Year** | JH reported that despite the Covid pandemic, Blyth Valley has done well in 2020. Parishes looked after their communities, especially those shielding and living alone. Worship has grown through livestreamed services and attracted new as well as traditional congregations. Livestreaming will continue. 2020 saw JH made Assistant Priest on 10 May and Alison Alder and Linda Berry made Priests. Confidence and faith have grown. |  |
| **14.** | **Election of Deputy Churchwardens (if applicable)** | Not applicable. |  |
| **15.** | **Elections to the Parochial Church Council** | AW and AM were elected to the PCC.  JM and Jonathan Carmen are co-opted PCC members. | JM to publish results as required |
| **16.** | **Election of Sides People (if applicable)** | Not applicable. |  |
| **17.** | **Election to Deanery Synod** | Not applicable. |  |
| **18.** | **Notice of Annual Team Council Meeting -** | This will take place on Thursday 17th June 2021, 7.30 pm, St Mary’s, Halesworth (venue/time tbc) |  |
| **19.** | **AOB** | None. |  |

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

**DRAFT MINUTES**

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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 to publish as required |
| **2.** | **Election of Treasurer to the PCC** | AM agreed to become the Treasurer. | AM elected unanimously. JM to publish as required |
| **3.** | **Election of Vice-Chairman of the PCC** | AGW agreed to take on this role. | AGW elected unanimously.  JM to publish as required |
| **4.** | **Election of Representative to Team Council and Alternate** | AGW agreed to continue until he moves away. VAMD as Deputy | AGW and VAMD elected unanimously.  JM to publish as required |
| **5.** | **Urgent Actions** | The mower shed needs repairing and the churchyard gatepost/s. The PCC agreed to paying for these repairs. | AGW to approach Danny Everett to repair both. |
| **6.** | **Arrange reports of tonight’s meetings for the local press** | Not applicable. |  |
| **7.** | **Ensure forms for Diocese, Team Administrator and ‘results’ form will be dealt with** | JM to action | JM to post results and send forms to Administrator and Diocese as required. |
| **8.** | **Date of next meeting** | 22 July 2021 at Whitwick, Chediston 7.30 pm |  |
| **9.** | **Closing Prayers** | JH led the closing prayers |  |

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

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