

**MINUTES OF THE CHURCH SUPPORT GROUP COMMITTEE MEETING HELD
IN ST MARGARET'S CHURCH, CHURCH LANE, MARGARETTING
ON MONDAY 9 SEPTEMBER 2019**

PRESENT: David Frost, Penny Savill and Michael Scott

APOLOGIES: Harold Taylor and Tim Lee

1. NOTES OF THE COMMITTEE MEETING HELD ON 10 JUNE 2019

These were agreed as a correct record and signed by the chairman.

2. MATTERS ARISING NOT ON THE AGENDA

The following matters were raised:

- (i) Insurance cover for volunteers: This matter is in hand. Penny confirmed she had emailed Martin Taylor (church treasurer) requesting him to draft a letter from the PCC to the Support Group Committee for Rev Patrick to sign. The letter will confirm authorised volunteers are covered under the church insurance policy. A reminder email will be sent to Martin Taylor. **ACTION: P. SAVILL**
- (ii) VE Day 75: A copy of the Armed Forces Charity (ssafa) letter outlining the plans for VE Day 75 (8-10 May 2020) has been passed to Jon in the Red Lion and Julie in the Black Bull.

3. CHURCH SUPPORT GROUP FINANCES AND MEMBERSHIP

In Harold's absence Penny reported on our current financial situation. After taking membership subscriptions and donations into account our bank balance now stands at £2,438.96. Two invoices were presented for consideration and payment.

- (i) CCLI (Christian Copyright Licensing International) music licence - 2019.
The licence for music to be played in church has been renewed and paid in full by the PCC. It was proposed, in line with our previous practice, that the support group pays half (£25.86) of the total cost of the licence. A copy of the invoice (£51.72) will be passed to Harold. **ACTION: D. FROST**
- (ii) Plumbing Repairs - Main Water Supply Pipe Leak
Penny has paid plumber Joe Godfrey's invoice. It was proposed and unanimously agreed that the support group would cover this cost. A copy of the invoice (£390) will be passed to Harold.
ACTION: D. FROST

The total number of names on the membership register is fifty-eight; the number of paid up members is forty-eight. It was noted, out of the ten members who have not responded this year, six members have not responded for two consecutive years. A further year will be allowed before removing their names from the register.

4. CHURCHYARD IMPROVEMENTS AND MAINTENANCE

Widening the front gravel path to allow vehicles a decent reversing space: Michael reported that he had not had much success in contacting Anthony, one of Tim Boem's workers who helped with the path widening by the porch entrance. A meeting had taken place with Anthony and he agreed to do the work later. Since then there has been no contact. David volunteered to see if Anthony is still interested and if not David and Michael will find someone else. **ACTION: D. FROST AND M. SCOTT**

Hedges: Weather permitting, Michael and David will trim the hedges on Tuesday, 24 September. The brambles will be given another spray of weed killer.

Churchyard plan: Penny reported she had finished updating the index listing the graves in the churchyard. There are several names recorded in the burial register for which corresponding graves cannot be found. Penny will list the names for Michael and David, so they can check the headstones for the older graves to see if any new names have been added. **ACTION: D. FROST, P. SAVILL AND M. SCOTT**

Rear gravel path: This is due to be sprayed with weed killer. **ACTION: D. FROST**

Wildflower areas: Michael and David reported on advice received from Phil Torr, who has established two wildflower meadows at 'Peacocks'. Ideally the area should have been prepared by removing two inches of soil with a turf machine to get rid of grass roots before sowing any wildflower seeds. He advised the grass can be cut anytime up to September, but grass cuttings must be removed straight away.

After discussion it was agreed to:

- Resize the wildflower area – part of the middle area to be reduced.
- Ask Chris Elphick to trim the areas and then cut it very low.
- Choose a 10ft by 10ft square section in one area and use a turf machine on and weed spray in another area. Tim Boem has volunteered to look out for a turf machine.
- Install a couple of information notices to let visitors know the area is being developed for wildflowers.
- Place a list of the wildflowers, identified to date, on the church porch noticeboard.

David will liaise with Chris Elphick on the plans for the wildflower area, strimming and grass cutting. David and Michael will prepare the 10ft by 10ft area on 2 October. Michael will list the wildflowers. Penny will organise the wildflower information notices. **ACTION: D. FROST, P. SAVILL AND M. SCOTT**

5. CHURCH BUILDING REPAIRS AND MAINTENANCE

Sound system: The amplifier has been overhauled, the microphones and system tested. Connector leads to enable music from a phone or laptop to be played through the amplifier have been purchased.

Heating: We agreed to ask Maurice Wright to check the heating clock timer. **ACTION: P. SAVILL**

Cleaning: The vestry needs a good clean, tidy up and de-cobwebbing. There is new evidence of mouse activity throughout the church. Mousetraps will be placed in the vestry. An autumn cleaning day will take place on Saturday, 26 October at 10am. An advert requesting helpers will be placed in the newsletter.

ACTION: D. FROST AND P. SAVILL

Gutters and gullies: David confirmed the repairs to the gutters have been put on hold until after the wedding on Saturday, 21 September. The outside gullies need clearing and the cracks still require attention. Michael will ask Bev to clear the gullies surrounding the church. David and Michael agreed to fill in the cracks on Friday, 13 September. **ACTION: D. FROST AND M. SCOTT**

The Diocese has confirmed the date for the quinquennial inspection is 23 October 2019. David and Penny have agreed to open the church. **ACTION: D. FROST AND P. SAVILL**

6. PAROCHIAL CHURCH COUNCIL

Penny and David reported on the joint PCC meeting held on Saturday, 7 September 2019. The following matters were highlighted.

Benefice Services: 29 September (Harvest Festival – 10am). This will be held in Margaretting church. 29 December (Nine Lessons and Carols). Mountnessing will host this service.

Suspension of Benefice Notice: The notice renews the existing suspension of presentation for further five years. A copy has been placed on the church porch noticeboard.

Religious Trends in the UK: Statistics showing Britain is becoming more secular were discussed.

Reservation of grave spaces: Requests to reserve two graves spaces in the Margaretting churchyard were received and agreed.

Encouraging links with the church schools: Rev Matt and Tim Lee will be taking the lead on this initiative. The next PCC meeting is to be held in St Margaret's on Saturday, 25 January. 2020.

7. FUND RAISING

Church tours - U3A have booked a tour for Wednesday, 6 November 2019. **D. FROST**

Song Cycle - to be booked for a Saturday in July 2020 – not the 1st or 2nd Saturdays in July. **P. SAVILL**

Brentwood school jazz band – to see if this is a possibility. **P. SAVILL**

Strawberry Blonde – to delay booking this group. **T. LEE**

ANY OTHER BUSINESS

Friends of Essex Churches Ride and Stride – Saturday, 14 September: The church will be open for visitors.

Church visits: U3A have booked a visit for Wednesday, 6 November.

Christmas services: Sunday, 15 December - 10.00am Nine lessons and Carols. Christmas Day - 10.00am.

8.. DATE AND TIME OF NEXT MEETING

Monday, 18 November 2019 at 11am in Michael's home.