MINUTES OF THE CHURCH SUPPORT GROUP COMMITTEE MEETING HELD IN

ST MARGARET’S CHURCH ON 4 OCTOBER 2016

PRESENT: David Frost, Revd Celia Parkes, Penny Savill, Michael Scott and Harold Taylor

1. NOTES OF THE COMMITTEE MEETING HELD ON 16 AUGUST 2016

These were agreed as a correct record.

2 MATTERS ARISING NOT ON THE AGENDA

Church cleaning and churchyard grass cutting: All payments due to Linda Elphick (cleaning) and Chris Hasler (grass cutting) have been paid.

3. PAROCHIAL CHURCH COUNCIL

PCC Membership: The new PCC comprises Bill Carnochan (Treasurer), Revd Andy Finn,

Revd Celia Parkes (Vice Chair), Penny Savill (Secretary) and Revd Patrick Sherring (Chair).

PCC Meetings: The first meeting of the new PCC took place on Wednesday, 28 September at The Vicarage, Pennys Lane. Four of the five members were present. Revd Celia reported on the agenda which included proposals discussed and agreed for two extra notice boards for the church porch (one for the school and one for the community) and a drainage grill to be placed in front of the entrance to the church porch. Faculty permissions to carry out this work are required from the DAC (Diocesan Advisory Committee). Revd Celia is responsible for preparing and forwarding faculty petitions/statements to the DAC. Revd Celia stated she will be visiting the DAC office next week.

Revd Celia also reported that the PCC had agreed to allocate £5,000 this year from the church fabric fund for building work. David agreed to attend the next meeting in a building advisory capacity.

The PCC is due to meet again on:

Thursday, 17 November, 2016 - 2pm.

Thursday, 26 January 2017 - 7pm.

Thursday, 23 March 2017 - 7pm.

The Annual Parochial Church Meeting will take place on Thursday, 27 April 2017 - time and venue to be arranged.

Revd Celia expressed her gratitude to members of the support group committee for their support.

4. CHURCH SUPPORT FINANCES

Harold reported on our current financial situation. We noted we have £2,480 in the bank.

5. CHURCH YARD IMPROVEMENTS

Front, side and rear paths: Penny confirmed she had presented Ian Houghton’s quotation for £1,970 (strimming, weed killing, hedge trimming and laying additional shingle to the church paths) to the PCC. We noted there are insufficient funds in the PCC’s church general fund to pay for this work and the church fabric fund is restricted to expenditure on the building only. Harold was thanked for organising this quotation.

We agreed, taking into consideration the hedge trimming undertaken by Gary Sharpe and the proposal to place a grill in front of the porch entrance to drain and direct the flow of surface water away from the porch, to seek Ian Houghton’s advice before allocating any support group funds to this work. **ACTION**: **H. TAYLOR/D. FROST**

Signage and compost area and volunteers: Michael reported Patrick Wreathall had responded to his piece in the newsletter asking for volunteers to form a community working party. Penny reported Christopher Woods, her grandson, said he would be willing to help.

Patrick Wreathall has volunteered to clear away the existing rubbish area. Jean Offord has volunteered to keep tidy/maintain the cremated remains space in the church yard. Jean who has started work on this area has expressed her concerns about the height and depth of the beech hedge. We agreed this hedge needed to be cut back. Michael agreed to discuss this with Patrick Wreathall. We noted surplus soil and clay from recently dug graves can be a problem. Revd Celia agreed to contact Gary Sharpe to see if he would be willing to accommodate any surplus soil on his farm. Harold agreed to redefine the new compost area. Michael and Penny agreed to organise a sign reminding folk to take home all plastic and non compost materials. **ACTION: REVD CELIA, P. SAVILL, M. SCOTT AND H. TAYLOR**

4. CHURCH BUILDING

Dampness: David confirmed he has not received copies of the quotations Sam obtained for the work to rectify the damp problem. Penny agreed to remind Sam. We once again emphasised the urgent need for the dampness and guttering to be sorted out. We noted there are two places on the roof in need of attention, some tiles missing from the roof and the glass in the belfry window may be broken. Michael and David agreed to inspect the belfry window. **ACTION: D. FROST, P. SAVILL AND M. SCOTT**

Vestry: We agreed to make a start on clearing the vestry as soon as possible. Old records retrieved from the various storage places will be relocated to the filing cabinets and sorted out at a later date before sending them to the Essex Records Office. Michael agreed to take the lead and oversee the tidy up. **ACTION: M. SCOTT**

Porch: David has treated the wood in the porch with a wood preservative. He was thanked for his work and time.

5. REVIEW OF ACTIVITIES AND FUTURE PLANS

Carol Concert: David informed the meeting that plans to hold a carol concert would have to be cancelled as the members of the FIDS choir had decided to disband. Revd Celia reported Mrs Maire O’Regan, the new head teacher of Margaretting School, is keen for the school community to become more active in the church. The school now has a choir and the choir will take part in a carol by candlelight service to be held in the church on Sunday, 18 December at 6pm. Michael agreed to ask the bell ringers if they would be available to ring the bells for this service. **ACTION: M. SCOTT**

6. ANNUAL GENERAL MEETING – WEDNESDAY, 19 OCTOBER

A letter with details of the AGM has been sent to all members. Thanks were expressed to Penny for organising this. The agenda, to be circulated at the AGM, will include – review of activities, financial report, report to members, future activities, annual membership renewal and payments. Penny will draft an agenda for Michael’s approval. **ACTION: P. SAVILL**

7. ANY OTHER BUSINESS

Damaged grave stone: The grave adjacent to the church porch has once again been damaged. This time the stone has been moved a few inches off the top of the grave and the iron supports for the chain have been yanked out of the concrete. We believe the damage to have been caused by a large heavy vehicle. Revd Celia and David agreed to look into various options available to prevent this happening again. **ACTION: REVD CELIA/D. FROST**

NADFAS (National Association of Decorative and Fine Arts Societies): Jean Offord had reminded Michael that in 1976 NADFAS had published a report on St Margaret’s church. Copies would have been stored in the church records and the Essex Records Office. Penny agreed to contact the Essex Records Office. **ACTION: P. SAVILL**

DATE AND TIME OF NEXT MEETING

Tuesday, 29 November at 11am.