

MINUTES OF THE CHURCH SUPPORT GROUP COMMITTEE MEETING HELD IN  
ST MARGARET'S CHURCH ON MONDAY 6 NOVEMBER 2017

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

1. NOTES OF THE COMMITTEE MEETING HELD ON 4 SEPTEMBER 2017

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

2. MATTERS ARISING NOT ON THE AGENDA

The following matters were discussed:

Volunteers: Penny reported Ron's (G Sharp's father in law) offer of help with churchyard maintenance and other tasks.

Church parking sign: Penny confirmed the parking sign had arrived and she had asked Ron if he could fix the sign to one of the roadside posts.

*(Since the meeting Garry Sharp has stated he would prefer our parking sign to be on view only on the days the church is being used. Ron has volunteered to supply and install a 'removable' post for the sign. This post will be installed to the right of the first set of gates leading to the cottages.)*

3. NOTES OF THE ANNUAL GENERAL MEETING 2017

The notes of the annual meeting were discussed. We agreed to circulate the notes with the 2018 subscription renewal forms which are due to be sent out in February next year.

The following list of works as agreed and recorded at the meeting were noted and discussed:

1. Sweeping the gully – Bev Keeble
2. Weeding/spraying the path – Penny Savill to ask her grandson
3. Spraying large plants (brambles) Penny Savill to ask her grandson
4. Cleaning the gutters – Margaret to ask her grandson
5. Managing the rose bed – David Frost
6. Managing the compost bed – Michael Scott.

Penny confirmed her grandson has agreed to spray the path including the newly shingled part; Margaret's grandson has agreed to clean out the gutters. Michael reported there is still a lot of plastic being thrown onto the compost bed despite the notices requesting folk not to do this. David reported the rose bed will be reshaped, new soil added, and six new rose bushes planted.

4. CHURCHYARD IMPROVEMENTS AND MAINTENANCE

David raised the matter of the uneven ground along the pathway leading to the second extension of the churchyard and how best to level this. He suggested using the surplus soil from grave digging. We agreed it would be helpful to find out who digs the graves. **ACTION: P. SAVILL**

Front, side and rear paths: Harold confirmed the deeper-rooted weeds had been removed by hand weeding. Eight tons of shingle had been spread on the front paths.

Trees, hedges and grass: We noted David and Michael had spent four days working in the churchyard since the last meeting. The big plum tree has been crown lifted and several graves (family name of Wright) are now visible. Work on the hedge on the left of the churchyard has exposed even more graves and this in turn has revealed the hedge's original boundary. Patrick Wreathall will be asked to trim this hedge back in the Spring.

**ACTION: M. SCOTT**

Michael reported he is still waiting to receive a quotation from MDL for the grass cutting.

5. CHURCH BUILDING REPAIRS AND MAINTENANCE

Gutter and drains: The repairs to the guttering are being monitored. Work on a map to show the locations of all the drains in the churchyard is in hand.

Chancel – east wall: The repairs to the head of the window arch in the chancel east wall and cleaning the pargetting and the inside glass of the Jesse window began on Monday 16<sup>th</sup> October but removal of the damaged plaster to the arch has revealed some pastel coloured motifs. It is thought the motifs are probably Victorian stencils. Archdeacon Elizabeth has taken photographs for DAC evaluation and advice. The scaffolders have agreed to leave the scaffolding in situ for eight weeks. The repairs are now on hold until the PCC hears otherwise from the DAC. Concerns were expressed that the DAC may take longer than eight weeks to come to a decision. The Friends of Essex Churches have been informed.

*(Since the meeting the experts on the DAC have confirmed the motifs are Victorian. Work to make good the damaged plaster was completed the week beginning 4 December. The arch has been painted using pure lime wash. One motif has been left exposed for interest.)*

We noted there are number of tasks to add to the ‘things to do’ list. There are areas of damp plaster in need of a coat of lime wash. The damp patch on one of the W.C.’s walls needs investigating. The altar steps need attention – sanding down and lime washed. The cracks in the outside gullies require attention.

#### 6. CHURCH SUPPORT GROUP FINANCES AND MEMBERSHIP

Harold reported on our current financial situation - nothing has changed since the AGM. We have £3,152 in the bank. However, there are outstanding bills to settle which include the church porch drainage improvement and shingle for the church paths. Harold was reimbursed £81 for the outstanding labour costs associated with hand weeding the gravel drive. The invoices for the repairs to the water tap will be forwarded to the PCC’s treasurer for payment. **ACTION: H. TAYLOR AND P. SAVILL**

#### 7. CHRISTIAN COPYRIGHT INTERNATIONAL LIMITED

Penny reported the PPC had renewed the copyright licence for 2018 to include cover for music events other than church services to be held in the church. We agreed to contribute towards the cost of the licence and agreed to reimburse the PCC’s costs for that part of the licence (£28.48) allowing the music events.

**ACTION: H. TAYLOR and P. SAVILL**

#### 8. PAROCHIAL CHURCH COUNCIL

Penny reported on the various matters discussed at the joint PCC meeting held on Saturday, 28 October. The dates for the December services had been discussed and agreed. Margaretting, for the first time in many years, will not have a Christmas Eve service. Instead there will be a ‘said’ Christmas Day service at 8:30am. Headteacher, Mrs Máire O’Regan, is willing to be a member of the PCC. The vicarage is to be let and is now in the hands of a rental agent. Events in St Margaret’s will be advertised in the Five Towers magazine.

#### 9. FUND RAISING

Two fund raising events have been booked for 2018 – Art Demonstration on Saturday, 2 June and Song Cycle on Saturday, 7 July. It is doubtful that Tim Boem will be able to arrange another Soul and Disco Evening. Members attending the AGM had suggested a programme of interesting talks might be worth exploring.

Penny reported she and Angela Smith had attended a Southend Choir concert and thought the choir worthy of an invitation to perform in St Margaret’s. Penny agreed to find out the level of donation the choir would expect to receive. **ACTION: P. SAVILL**

#### 10. ANY OTHER BUSINESS

The Commonwealth War Graves Commission: Penny agreed to send an email to the CWGC to find out what is happening regarding:

- (i) the headstone for Private F.H. Sawyer’s grave and
- (ii) the notice for the churchyard gate informing the public that we have two war graves.

#### 11. DATE AND TIME OF NEXT MEETING

Monday, 8 January 2018 at 11am in the church vestry.