

## Dedham Parochial Church Council

Minutes of the Meeting held on Tuesday 17<sup>th</sup> January 2023

At 7.30 in the Duchy Barn

Present: Peter Wilson (PW), Vee Druitt (VW), John Reed (JR), Sharon Sarson (SS), Liz Reed (LR), Lynne Al-Sad (LAS), Paul Brebner (PB). Akshay John (AJ), Richard Hopkins (RH), Helen Sims (HS).

In Attendance: Rev. Phillip Young (PY)

Apologies for absence received from: Gabbie Watson, and Linda Redlich

PY opened the meeting with a prayer.

1. Minutes of the Meeting held on 15<sup>th</sup> November were approved without amendment.

### Matters Arising:

- (i) PY confirmed that Instagram had now been set up and was attracting a wide range of interest.
- (ii) VD reported that following an approach to Archdeacon Ruth, she was now able to see if the Frontals renovation could be carried out by members of the Association of Embroiderers.
- (iii) SS stated that 10 food parcels were distributed at Christmas to the needy, and a letter of thanks received.
- (iv) PW confirmed that the new Gas boiler was in full operation, and the issue to address the thermostatic control was in hand.

### 2. Finance:

#### (i) Budget 2023:

JR confirmed that there had been no changes made to the draft budget for 2023, apart from amending the General Fund opening Reserve to the 2022 closing figure of £19,496. This final budget had been circulated to members on 12<sup>th</sup> January, and there had been some questions regarding our ability to meet the Parish Share Assessment of £44,413 this coming year.

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JR explained that meeting this contribution to the Diocese was a priority, and that every effort would be made to improve the level of income generated, so that not only could the ever increasing running costs of the Church be covered, but also the Parish Share, and yet still keep a prudent Reserve in hand at the end of 2023.

The Budget was adopted after a proposal from SS, seconded by HS

(ii) Accounts 2022:

JR reported that the Quarter 4 Management Accounts were nearing completion and would be circulated to the PCC next week. Thanks to robust overall income during Q4, the Church Income was £6k up on 2021 and £2.5k up on budget. However, the Giving Income element was flat, and the rise overall came from Fund raising (Flower Fund profit £3.4k) and Parish Magazine advertising. Church Expenses were £11k up on 2021 and £4k on Budget. The latter was largely predicted, but two items of non-recurring expense totalling £6.5k were the reason the year- on- year increase.

(iii) Final Accounts:

Work on preparing the Final Accounts for publication at the APCM has now started, and will be the subject of the annual Examination by Philip Strangward in February. These will contain any late adjustments, investment income/gains/losses, and details of all the Restricted and Designated Funds held by the Church.

We will hope to have these ready for approval at the PCC meeting on Tuesday 7<sup>th</sup> March, followed by presentation and approval at the APCM on Sunday 16<sup>th</sup> April.

3. Safeguarding: (SG)

VD reported that there had been no SG incidents since we had last met. We still had no Safeguarding Officer, but anyone needing advice should contact the Diocesan Safeguarding Office. Mentoring support was available for anyone with potential SG issues.

PY reiterated that Deb Turner, was only handling the administrative issues, including the work on making sure that a “Dashboard” was completed for all who needed SG certification due to the nature of their church involvement.

4. Service Rota:

The draft revision of Dedham Services discussed at the last meeting, has had to be re-worked as a result of Ardleigh not being able to hold 10 a.m. Services.

After a lengthy discussion on how to revise our Services in a way that would hopefully encourage more attendees, without compromising tradition, PW summarised the views of all present:

There would be two Sunday's with Holy Communion, one Rise N'Shine, one Morning Praise, and the month's with a 5<sup>th</sup> Sunday, would be a Joint Meeting of Holy Communion. Revive at 5, and Evensong would continue, but Matins would no longer be held.

All Services would commence at 9.30 a.m. apart from the 2<sup>nd</sup> Sunday Communion Service which remains unchanged at 11.00 a.m, and the Joint Service on the 5<sup>th</sup> Sunday will also be 11.00 a.m. This revised rota would be introduced from 1<sup>st</sup> April.

This proposal was put to a vote and it was carried unanimously, with one abstention.

5. Quinquennial:

PW/PB gave a report on the findings of the recent Diocesan Quinquennial Survey. The Fabric Committee had met to discuss the key aspects, and particular attention was focussed on Category A and B

items in need of attention. It was the Committee's view that it should be dealt with as follows:

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- (i) Items where the ingress of water could damage Church fabric, namely gutters, downpipes, roof leakage etc. These would be dealt with as a priority project. Keystone, who undertook the 2021 project, have indicated a willingness to look at the scope of work in the Survey, and respond with a quotation/timeline.
- (ii) General building issues, which needed a degree of expertise, and were deemed important. These would be the subject of further review, and a timetable/quotation sought.
- (iii) Stained Glass Window problems identified in the Survey would be looked at as a medium term major exercise in 2024, after the completion of raising money for the Organ Appeal Fund. In the meantime, a list of contractors able and willing to undertake the project would be drawn up, and quotations sought, so that an Appeal for funds could then commence.

6. Wix Church Flower Festival:

The Churchwardens of Wix have invited fellow Rural Parishes to give assistance at their upcoming Flower Festival in April. It was agreed that we should help, and HS agreed and would identify one of her team to liaise with the team in Wix.

7. Organ Update:

PW reported that the Binns Organ in Glasgow Mossspark had now been removed and transported to a secure storage location in Kidderminster, at a cost of £280 per month. Nicholson had insured the organ, and we would cover the premium. We were now waiting for the official Indexation Clause of around 8% from Nicholson that would increase the cost of the project. PW/JR agreed that despite a contingency, the total cost of the project was likely to be £300k, and therefore we still needed to raise a further £75k. It was noted that disappointingly, there did not appear to be a formal Organ Committee, or Chairman

The Friends of Dedham had agreed with the Churchwardens, that an Appeal letter could be drafted and circulated to the members of the Friends, in order to raise awareness, and hopefully, further funds.

8. Any Other Business:

- (a) Form of Memorials: PY raised this issue in the light of a Diocesan preference to have all graveyard memorials with black inscriptions on the headstones. The view of the PCC was it should stay as at present, in black, silver or gold. A further discussion on gravestones decided that bulbs comprising cyclamen, crocus and snowdrops on graves will be permitted at a distance of 8 inches from the headstone. Deb Turner to redraft the Dedham Graveyards document and a copy to be placed on the Notice Board outside the Church.
  
- (b) Junior Church/Children and Families Worker: SS stated that the Junior Church initiative is taking shape, and commended Louise on her efforts to get this working. Volunteers are still needed to help. To move to a point where the Church had a C & FW, there appeared to be two issues. Firstly, Finance, and secondly what still needed to be achieved working with our Delt patron to appoint a Lecturer. RH felt that an advertisement in the March Parish Magazine, would be a first step to get someone as a volunteer, and PY highlighted the need for a Job Specification at an early stage.
  
- (c) Health & Safety: VD indicated that there was shortly to be a Health & Safety Assessment, and the results would be circulated to the PCC.
  
- (d) APCM: PW/VD asked that all members who needed to provide Annual Reports covering 2022 activities should get these to Deb Turner ASAP.

**Date of Next Meeting: Tuesday 7<sup>th</sup> March 2023** will be a Joint Meeting with Ardleigh, **venue to be advised** at 7.30 p.m. followed by a short Dedham only meeting to deal with approving the 2022 Final Accounts, and any other urgent business.

**Also:**

**Annual Parish Church Meeting (APCM)** will be held at 11.00 a.m. on Sunday **16<sup>th</sup> April 2023**, after the Service.