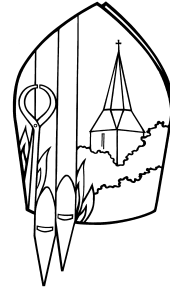


MAYFIELD & FIVE ASHES PCC

Minutes of PCC Meeting held on
Tuesday, 23rd January, 2024
in London House at 6.30 p.m.



Present: Father Michael Asquith (Chairman)
Stephen Blurton (Churchwarden)
Robin Holliday (Hon. Treasurer)
Emma Ryder Richardson (PCC Secretary)
Karen Dines (Safeguarding Officer)
Revd. Di Blackden
Karen Mack
Lindy James
Tim Reid
Roger Salwey
Sue Smith

1. Father Michael welcomed those present and opened the meeting with prayers.
2. Apologies were received from Denise Packham, Guy Mantoura and Steve Lawrence. Anne Clayton was absent.
3. Arrangements for Lent:

FM Explained the details of the Lent programme booklet he and Deacon D have devised which will be distributed to the congregation. There are four elements to the 40-day programme "Let Go, Let God":

- Sunday sermons focussing on people associated with Jesus' trials and crucifixion
 - Midweek study groups focussing on Jesus' "I am ..." sayings
 - Lent lunches
 - A suggested programme of daily tasks
4. Holy Week Services

Palm Sunday:

- Usual services at St. Dunstan's and Five Ashes
- Mayfield Community Passion Play afternoon
- Choral Evensong

Maundy Thursday: 7.30 p.m. service followed by Watch of Prayer

Good Friday: Good Friday service at 2.00 p.m.

Easter Saturday: Easter Vigil at 7.30 p.m.

Easter Sunday: Easter Sunday service at 10.15 a.m.

5. APCM Arrangements:

To be held Sunday, 7th April at 11.30 a.m.

PCC Members Vacancies:

- 2 Deanery Synod Representatives
- 3 “Ordinary” members
- PCC Secretary

Denise Packham has resigned as a Deanery Synod Representative and was thanked for her contribution also as a member of the PCC. Her sound approach to these roles has been greatly appreciated.

Safeguarding Officer, Karen Dines stands for another year

Recruiting new members is an important task for all PCC Members. It was suggested that in 2025 a question and answer session with the Vicar in a service before the APCM would provide useful information for anybody contemplating joining. This year Father Michael suggested he talk about being part of the PCC in a sermon before Lent. The committee is urged to speak to as many people as possible to persuade them to consider this important and interesting work for St. Dunstan's.

It was suggested that a Job Description for PCC Secretary be available for anybody interested in taking on the role. ERR agreed to produce this.

6. Committee Reports:

ERR had contacted the Chairman/Spokesman for all the Committees and Working Groups set up to carry out more detailed work asking them to report back to the PCC. There had been a response from the Fabric Committee, Flower Guild, Social Committee, Organ Trust, Eco-Church and the Growth Committee (whose work recently had been led by the “Great is Thy Faithfulness Diocesan project). It is important that all relevant groups report back to the PCC which has overall responsibility for all decisions made, any financial implications and work undertaken by these 12 working groups or committees.

ERR distributed a useful list of dates from the Social Committee. The Flower Guild would submit a report for St. Dunstan's Annual Report. The Bellringers submit an annual report with accounts to the Hon. Treasurer. The Flower Guild will be asked to do likewise. The Treasurer now manages the Restricted Choir Account which feeds into the annual church accounts.

Fabric Committee:

1. One of the emergency lights in the South Aisle failed before Christmas.

Our electricians, B&K from Ticehurst, removed a defective part that was making a buzzing noise. This will be replaced next month. In addition, they will arrange for the roof alarm router to be discretely hard wired to the mains.

The cost of this work will be £641.08 including VAT. It was agreed to proceed.

2. The roof alarm system cost £4980 to install, including VAT. Robin submitted a successful grant application to the Benefact Trust- the parent of Ecclesiastical - for £2075 being 50%

of the pre-VAT cost of the roof alarm. We already have a grant from LPOW for 100% of VAT payable, £830.00, so the net cost of the alarm was £2075.

Many thanks to Robin for his work on this.

For approval:

1. **Glass Doors** – a number of us form part of a sub committee considering whether the PCC should propose the installation of glass doors / a glass porch linked to the South Aisle entrance.

There are a number of options to consider and in order to be able to present them formally to the PCC for approval, we need to ask the architect to prepare an initial design for consideration.

Our architect, John Bailey, has offered to do this at a cost of £1750+ VAT for one design.

Though currently at an early stage, this will enable those in both the “Great is thy faithfulness” group and the Fabric Committee to present an initial proposal to the PCC.

The glass doors project was further discussed and it was agreed that a summary of the meeting with the architect should be circulated to the PCC to give further details of each design option. The afore mentioned groups will report their preferences to the PCC which would agree the option to be pursued having considered the details and looked at completed projects in other churches.

All were in favour of asking the Architect to produce an initial plan for consideration.

2. **Aynscombe Memorial**

The Friends of St Dunstan’s have offered to pay the cost of having this important memorial restored.

A quote has been secured from Skellington’s of Grantham to undertake this work at a cost of £5200 + VAT.

Subject to the restoration not being damaged / impacted by the glass doors project, the PCC was asked to seek a Faculty from the Diocese for the work and once granted , authorise the work to be undertaken, to be paid for by The Friends of St. Dunstan’s.

All approved the continuation of this project. It is important for the Friends to be associated with a project that is visible – so often the works they support are structural. The Friends have also agreed to fully fund the necessary work required to repair water ingress in the Glubb Window and North aisle areas.

Great appreciation was expressed for the continued and generous support given by the Friends of St. Dunstan’s.

Finance Committee:

RH reported that the accounts for 2023 were now being drawn up and are likely to be close to the predicted result which is a deficit of about £20,000.

Unfortunately the investment portfolio has fallen by £21,000 in the year and with a capital expenditure of around £25,000, it is likely that PCC reserves will have fallen by around £50,000 during 2023.

An application has been made to the Friends of Mayfield Churchyard for a grant to cover the shortfall of income to cover maintenance costs during 2023. Income is received from St. Thomas's, Colkins Mill and Mayfield Parish Council. The Council had declined a request to increase its annual payment. However, the capital held in the Restricted Fund available for repair work has sufficient funds to cover strategic repair works if required.

RH also reported that the Valuation Office for Business Rates has taken an interest in London House and had levied demands on Mayfacs and the PCC but these have now been cancelled. CD02, the office tenant, may however be facing a charge.

RH commented on the on-going problem of music storage in the Parvis Tower. The night storage heater is switched off and music is stored in plastic boxes which doesn't solve the problem but probably helps to keep it slightly dryer. He suggested that a dehumidifier rather than the storage heater would be cheaper to run but there is difficulty in gaining electricity access.

Further, RH, suggested it was time that the heating system in London House was reviewed as there are possibly cheaper ways to warm the building as required.

FM reported that negotiations on the sale of the flat in London House were ongoing.

Safeguarding:

The Safeguarding policy was signed and unanimously adopted for 2024.

KD was waiting for a response from some choir members about safeguarding training.

Health and Safety:

ERR reported that there had been a meeting with RH, DP, the Church Administrator and Mike Hand-Bowman to review records and policies, drafting a revised general policy for St. Dunstan's. Getting these into a workable system was in hand and a further meeting will be held on 14th February to review progress. Health and Safety Assessments had been drawn up before the big Christmas Services and the Christmas Fair and there were more regular requirements in place, such as the availability of high vis jackets for those on stewarding duty. A general review of fire evacuation had also taken place with those who regularly steward.

Maximum numbers for Festival and other concerts was also raised and it was reiterated that 400 is the maximum number allowed.

Social Committee:

A list of key dates for social events in 2024 was circulated which was very helpful.

Lindy James reported that the Committee is considering a different approach for the Summer Fair 2024, focussed more on food, inviting local sellers, providers, farmers and growers to take part. The Social Committee would be happy to have suggestions and

contacts from the PCC and congregation. A notice in E-News for help with ideas was suggested.

Eco-Church:

With about 3,000 churches on board, Eco-Church works under the five headings of:

- Worship and Teaching
- Land
- Lifestyle
- Community and Global Engagement
- Buildings

Progress has been made in the “Going for Gold” campaign. Silver has been obtained in areas 1 and 2 above and the committee is working towards achieving the other objectives and regular news updates on St. Dunstan’s website are planned. More information in the porch will be available with leaflets guiding newcomers to what is happening in the churchyard such as the bug hotel, fruit trees, nature, birds and activities for children.

Supported by a charitable donation from the Rausing family, a tree survey is being undertaken.

Finger signposts and notice boards are to be commissioned through “The Shed” project in the village, hopefully made from some of the dead wood in the churchyard.

There is a huge amount of work to be achieved on buildings and currently the wider use of LED bulbs is under consideration.

Tessa Younger will contact the Finance Committee with a view to considering ethical investments.

A list of ethical cleaning materials to be used in the church and London House is currently being drawn up and costed.

7. Youth, Family and Children’s Worker:

In order to draw up a job description/project details for employing somebody, it is important to establish more information about provision for these groups in Mayfield and FM had drawn up a questionnaire which he asked the PCC to take round to various groups, clubs and activities within Mayfield and Five Ashes. He would take on the responsibility of asking congregation families and children and those who work with them in St. Dunstan’s church community. He asked for their return by Easter Sunday, 31st March, and a report would be prepared for the May PCC meeting.

Organisations to be consulted:

Mayfield Girls School	Tim Reid
Mayfield Primary School	Sue Smith/Emma RR
Five Ashes Primary School	Lindy James
Mayfield Band	Roger Salwey
Mayfield Baptist Church	Tim Reid
Colkins Mill	Tim Reid

St. Thomas' RC Church
Scout Group
Mayfield Parish Council
Mayfacs

Di Blackden
Robin Holloway
Karen Dines
Karen Mack

8. Minutes of meeting held on 28th November, 2023

There were unanimously approved and there were no comments or amendments.

9. Matters Arising:

No matters arising

10. Any Other Business

No matters were raised

11. Date of next meeting

Tuesday, 19th March at 6.30 p.m. in London House

Tim Reid to do refreshments – thank you!