



St Mary Magdalene, Great Elm Vestry Meeting - Annual Parochial Parish Council Meeting Monday 13th May 2024 Village Hall, Great Elm

The Annual Parish Meeting (formerly the Annual Vestry Meeting) and the Annual Parochial Church Meeting (APCM)
The first of these meetings is usually relatively short and its purpose is to elect the churchwardens.

Anyone resident in the parish or on the civil electoral roll of the parish may attend and vote and it is important for the chairperson of the annual Parish meeting to acquaint themselves thoroughly with the procedure for electing churchwardens which is set out in the Churchwardens Measure 2001.

The second, usually held immediately afterwards, is only open to those on the church electoral roll and is to elect representatives to the Deanery Synod and the PCC, and to appoint side persons and an auditor or independent examiner.

Further information on the Annual Meeting can be found in rules 6-13 of the Church Representation Rules

Attendees	Non-Attendees
<input checked="" type="checkbox"/> Sally Rosa – Chairman & Church Warden <input checked="" type="checkbox"/> Emma Toulson-Clarke - Treasurer <input checked="" type="checkbox"/> Richard King – Deanery Synod Rep <input checked="" type="checkbox"/> Judy Duffus – PCC Member <input checked="" type="checkbox"/> George Chedburn – PCC Member <input checked="" type="checkbox"/> Jim Duffus – Attending APCM Villager	<input checked="" type="checkbox"/> Rosalind Seegobbin - PCC member <input checked="" type="checkbox"/> Gemma Brooking – Secretary

TITLE	REMARKS	ACTION
1. Welcome	<ul style="list-style-type: none"> Churchwarden, Sally Rosa introduced the members of the PCC and thank those attending 	
2. Minutes Adopted	<ul style="list-style-type: none"> APC Meeting Minutes 2023, Judy proposed, seconded by Emma and George. George Proposed minutes from 2023 seconded/approved by Richard 	
3. Matters Arising	<ul style="list-style-type: none"> See Church Warden's Report Below 	
4. Election of PCC	<ul style="list-style-type: none"> Election of PCC – All incumbents to remain the same. <ul style="list-style-type: none"> Sally Churchwarden & Chairman Emma to remain as Treasurer Judy taking the role of electoral role monitor Richard remains Deanery synod rep (renewal due 2025) Richard is Safeguarding officer for Great Elm Gemma remains as secretary George remains member at large 	
5. Electoral Role	<ul style="list-style-type: none"> Electoral role is 18 people inc George and Ruth 	
6. Rector's Report	<ul style="list-style-type: none"> N/A Diocese interregnum since 20/6/22. 	
7. Church Warden Report	<ul style="list-style-type: none"> Quinquennial review updated in the summer. The crack in the tower is no worse. Guttering quote from Andy Craig expensive additional quotes being sort. Maintenance is ongoing 	



	<ul style="list-style-type: none"> • The Church warden would like to thank the following for their help, <ul style="list-style-type: none"> ○ David Rideout, Will Starr, Jim Duffus, Adrian Stanway & ○ Clean up has been well attended ○ Judy has Flower and Cleaning rotas in hand. They are now published on the village website. Judy hosted a tea to thank those that volunteer, this was well attended and enjoyed enormously. ○ The parish magazines distributors are still running, although clarification of areas. 	
Church Warden Report cont.	<ul style="list-style-type: none"> • Administration - Burial book originals now in place in Taunton records office with the copies held in the safe in the vestry. • Church Plots - The 6 reserved and 5 vacant. • Bev Hillier made an application for a plot in September 2023 on behalf of his disabled brother, Russell who lived in the village for some time. Other family members buried in the church yard. However, the PCC has agreed that due to the shortage of existing burial plots further reservations will not be extended to other family members. • £20 per month paid to 5 Live Parish Magazine. Thank you to distributing team. • Diocese interregnum since 20/6/22. July 2023 – Richard met Diocesan Rep, Richard drew up initial draft together to advertise for a house for duty clergy. • Host Benefice group services 3 times a year as now only have 4 parishes • Richard to continue leading the service on 4th Sunday and training to be lay preacher. • Continued good support for special services and choir concert by Peace Choir was also well supported. • 28 People attended the Harvest supper and service • 120 people attended the Carol Service. • Future repairs and finances to be discussed during PCC 	
8. Deanery Report	<ul style="list-style-type: none"> • Re-organisation of Deanery – how many clergy are required. • Two meetings attended – resolved that benefice house for duty post will be the incumbent. • Buckland Dinham now part of Hardington Vale • Working with group in Frome which is exciting • Deanery life all encouraging. • Caroline walker is great driver and leader, a great shame that she is leaving. 	
9. Safe-guarding Report	<ul style="list-style-type: none"> • Richard became Safeguarding Rep in June 2023 • Safeguarding dashboard progress is 65% which is good compared to other parishes. • DBS checks need to be secured. Gemma has DBS check and has emailed Ben for a link to allow her to apply for the other members of the PCC to be checked. • The course is relevant to our PCC due to possible cases of vulnerable or at-risk adults. • Safeguarding Report under separate cover. See village website http://greatelm.org/pcc-minutes/ 	GB



<p>10. Treasurer's Report & Financial Statement</p>	<ul style="list-style-type: none"> • Balance £52,236.46 • National Saving account – needs a signatory to release the statement, but the signatories may be deceased. To close this account signatories required, Emma research how to transfer the funds and close this account. • General Fund Expenses £15,138 = insurance, electrics, quota etc - £6,810 • Fabric Fund no expenditure. • Harvest money from the GiveALittle and has now been found from Mells account and transferred to Great Elm. • Gemma has now set up a standalone GiveALittle account to allow use for St Mary's and church/village events. <p>https://givealittle.co/c/2UBLxql3bKHZZEmTtxOq4A</p> <ul style="list-style-type: none"> • Should we charge or ask for donations for the Tea Party? • Kevin Whitmarsh currently auditing accounts. • NatWest online account application still outstanding. • Parish Share is ongoing issue as growing the congregation is penalised by the charges being based on congregation numbers – this is being investigated. • Full accounts available on http://greatelm.org/pcc-minutes/ 	<p>E T-C</p>
<p>11. Next Meeting</p>	<ul style="list-style-type: none"> • Next AGM meeting will be Wednesday 14th May 2025 	
<p>Meeting closed at 7.40pm</p>		



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TITLE	REMARKS	ACTION
1. Opening Remarks & Welcome	<ul style="list-style-type: none"> Sally welcomed all Minutes of PCC meeting 15th January 2024 minutes approved and adopted. Acceptance proposed by Richard King, seconded by Judy Duffus Signed by Church Warden 	
2. Matters Arising	<ul style="list-style-type: none"> See Church Warden Report below 	
3. Church Warden's Report	<ul style="list-style-type: none"> Harvest Safari supper raised £279 (£120 to be recovered from Mells by Emma) Bell enquiry – Spoken to Bell assessor DAC consensus leave it be Steeplejacks have given a provisional quote of £4,00 but don't want to lose his good will and should we therefore use him. Andy Cray quote <ul style="list-style-type: none"> £2,000 for scaffold £380 Replace cast iron downpipe £6,180 Removing, rubbing down, painting and refitting gutter £240 Lime pointing £10,560 Total Consensus was that a third quote is required to make an informed decision. Emma to investigate VAT registration – Charitable status may need to change. The church clear up was well attended, but as the spring has been so cold the weeds hadn't really got growing. The church warden thanked all of those that help including cleaning gang and flower arrangers. Smart meter update 4 or 5 visits from SSE cable not safely attached to wall. 8th May data flow now updated work not required for 40 days – 7 July. Once the cable has been fixed then the process to get the meter fitted will begin. The issue is the church is currently paying for two meters. Ongoing since Sept 2023. 8th April East Church Wall blown down by storm Kathleen. 	<p>SR + GC</p> <p>ET-C</p>



	<ul style="list-style-type: none"> • 21st April plaster northwest section of ceiling collapsed due to water ingress. • 25th April loss adjuster visit – requires quinquennial report, photos and confirmation of source of water ingress. Possibly due to wear and tear • £4,00 for wall quote to East church wall. • Andy Cray crew have had a look and Andy will confirm water ingress due flashing failing by email for loss adjuster on his return from holiday. • There was nothing mentioned on the quinquennial report about issues in the ceiling. There are slates held up using a tingles, which may need to be addressed. • The storms seem to be sending the water up under the slates and the junction isn't very good with the flashing against the wall. • Plasterer from Glebe house Sally to provide name and George to provide name for quotes • Quinquennial report due this month. George to get a date in the diary. • Possible funds available through a grant. • Audiovisual to install hearing loop. Quote £1,998 + lapel mike would currently seem and unnecessary expense at the moment due to impending repair costs. • Karaoke box might be a better investment. £200 • The Profile - a huge thanks to Richard for preparing the text for profile and Gemma for preparing the graphics. It has been used as good example of a Profile by the Benefice. Thanks must also go to the church warden and a collective thanks to Great Elm for pushing it over the line. • The Parish Profile is now live on the on Diocesan website and Gemma to put on Military website and Grapevine. It needs to be live on Mellsgroup Site too. – Cat to update Mellsgroup site. • There are a lot of vacancy currently so we are one of many. • Catherine Brown meeting to sort Benefice website. She would like more information to add to the website so it can be updated regularly Currently not been updated. 	S R
4. Treasurer's Report	<ul style="list-style-type: none"> • Under separate cover on http://greatelm.org/pcc-minutes/ 	
5. Safeguarding Report	<ul style="list-style-type: none"> • Under separate cover on http://greatelm.org/pcc-minutes/ 	



6. Future Dates	<ul style="list-style-type: none">• Garden Party 21st July is the 3rd Sunday Mary Magdalene to be mentioned in the service.• Harvest Festival – Saturday 28th September Harvest Service Sunday, which will be 5th Sunday - Gemma to add to Church near you and village website. https://forms.office.com/r/q7E0NF7zR2 Link to RSVP• Gemma happy to do the organisation a Safari supper, if popular event. Hoping that more hosts come forward. Meeting in the church for cheese and night cap was very successful.• Could start with drinks at village hall and finish at church.• Could make Harvest supper a celebration of finishing the hall.• Not everyone can host as there are not enough participants.• If 6 people per host, per course that is 12 hosts for 36 people or 16 hosts if you have 48 people. Some host can feed 8• Autumn Churchyard Tidy – October ??• Christmas Carol Date 24th December Christmas eve	G B
7. Next Meeting Date	<ul style="list-style-type: none">• Date for next meeting Wednesday 11th September 2024	