



**St Mary Magdalene, Great Elm Parochial Church Council Meeting
2024, Wednesday 11th September
Glebe House, Great Elm – 7pm**

Attendees	Non-Attendees
<input checked="" type="checkbox"/> Sally Rosa – Chairman & Church Warden <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"/> Gemma Brooking – Administrator	<input checked="" type="checkbox"/> Rosalind Seegobbin - PCC member <input checked="" type="checkbox"/> Emma Toulson-Clarke - Treasurer

TITLE	REMARKS	ACTION
1. Opening Remarks & Welcome	<ul style="list-style-type: none"> • Sally welcomed all • Minutes of May 2023 meeting approved. • Acceptance approved by George Chedburn (noting a correction to the figure £4,00 should be £4,000, now corrected), seconded Richard King. • Signed by Church Warden 	
2. Matters Arising	<ul style="list-style-type: none"> • See Church Warden Report 	
3. Church Warden Report	<p>Fabric of the church</p> <ol style="list-style-type: none"> SRL lime plastering are due to start repair to ceiling on 17/9/24. Quote is £3,318. Unanimous acceptance of quote for SRL. Les Allen quote for £4,500 to repair the wall was accepted by the PCC. Online application to gain permission for approval of works faculty not granted yet. Email sent to Jackie Carer-White assessor will look into it. George suggested that it may be cost effective to ask Les to look at the other walls to make timely repairs, Sally to ask him. Quinquennial report booked in for 2025/04/03. Covid still causing a backlog. Gemma to ask Roy to quote for the gutter repair. George to pass on schedule of works. (currently £4,000) Email sent 23/9/24 <p>Update Vicar Search</p> <ol style="list-style-type: none"> Only one applicant - deem not suitable to be forwarded to interview. Bishop has recommended that he will endeavour to "put out feelers". Church Warden to check the wording of the application and link for application. Would a local who didn't want to live in the Rectory would they be able to get money in lieu? It would be preferential for the incumbent to live on site. Gemma to then re-word the advert update on village website, churchnearyou website and sent to Kat to update website. The Benefice needs to agree to spend the money. Great Elm agreed to spend money to advertise the position. Then send to Radio HP £250 for Advert + Resend to Military course notice board. Also send to any school magazines. (currently none accepting vicar adverts!) <p>The Churchyard</p> <ol style="list-style-type: none"> David Lucey looking for double grave plot reservation. Uncle Ernest Lucey, RAF is on Mells war memorial and is buried in Great Elm. 	<p>SR</p> <p>GC GB</p>



	<ul style="list-style-type: none"> ii. PCC Policy decision is no further plot reservations to be accepted due to limited plots available and record keeping for plot bookings are difficult to keep updated. <i>(As per minutes Jan 2024)</i> iii. If new land becomes available or is purchased perhaps further plots may become available for those not living in the village. <p>3 Phase Smart Meter</p> <ul style="list-style-type: none"> i. Installed 2nd September not clear if it is working correctly. There is still a meter remaining on the single-phase outlet. Assured that the meter will switch over, but churchwarden is not filled with hope. 	
4. Treasurer Report	<ul style="list-style-type: none"> i. The accounts are available under separate cover. ii. £24632.78 Current balance current account iii. £23430.76 Current balance deposit account iv. £1,125 Cheque paid to L Allen for 25% of wall repair – not yet cashed v. Annual Parish Share first quarter paid – amount due £4,437.83 vi. Online account assess is ongoing awaiting confirmation and passwords. vii. Finally received the 2023 harvest supper payment from Mells. viii. Stripe is automatic payment system that allows donations to be made online into church account. This is facility is purchased through church buying and is currently free at point of service. ix. Kevin Whitmarsh is moving so Gemma to ask Roger Smart, whether he'd be able to examine/certify the PCC accounts. 	GB
5. Deanery Report	<ul style="list-style-type: none"> i. Deanery annual report for 2023 is attached under separate cover. The Area Dean, Caroline Walker, has moved to a parish in Dorset. Her replacement as Area Dean hasn't yet been announced, although it is believe likely to be Liz Dudley, Vicar of Christchurch and St Mary the Virgin. I also understand the reorganisation of the parishes/benefices within the Deanery has been formally approved. 	
6. Safe-guarding	<ul style="list-style-type: none"> i. Safeguarding Dashboard says 69% progress – now at level 3. ii. George required to do level 1 & 2 + domestic abuse iii. Churchwarden, Judy, Gemma & Emma have completed basic and foundation. iv. Churchwarden, Judy, Gemma & Emma required to do Domestic abuse course. v. Sally to ask Ros to complete the basic, foundation and domestic abuse vi. Emma, Ros & George to complete DBS check. vii. Judy to ask Ros DBS check and that she is required to do the courses. 	
7. Future Dates	<ul style="list-style-type: none"> i. Harvest supper 28 September - new people in village, Judy and Sally to drop off flyers to Mathew & Tracey - Woodview, Toulson-Clarke, Jackie Joyce, Ric & Katy, ii. Harvest service 29 September – donations to box for Frome ?? iii. Remembrance service 10 November - iv. Carol Service 24 December – Time ?? 	
8. Next Meeting	<ul style="list-style-type: none"> • Monday January 13th 2025 TBC 	
Meeting closed at 8.45pm		