

DRAFT MINUTES

Minutes of the Meeting of the Chillenden with Knowlton Parochial Church Council held on Friday 30 November 2007 at 7.30pm

1 Present

John Sweatman, Nigel Hale, Dave Hampson-Ghani, Margaret Holyer, Eryl Shaw, Robert Thomas

2 Apologies

Paul Allen, Penny Easton, Helen Marston, Sarah Smith

3 Minutes of meeting on 28 September 07

The minutes were agreed as a true record and signed by JS.

4 Matters arising from the minutes

Action update

Donation of £50 had been sent to the Churches Conservation Trust.

Carol books – after much research it has been decided to combine with Goodnestone in the application for the CCLI licences for music and lyric reproduction and to add on a PRS licence (for performances plays etc) and a video licence (for film shows etc). These will cover both parishes at a cost of £86 pa. Either Natalie or Roz owns all the music which the choir's music comes from so the licence will enable us to copy the music. To cover Christmas Carols the 100 Best Carols music book has been purchased (approx £18).

Work on the shingles on the spire is underway.

Weather vane has been removed for 2nd quote.

Snagging work has been discussed with James Ford.

Bell inspection took place on 11.10.07. Report delivered and recommendations (bell support and swinging mechanism to be overhauled in the next few years) circulated. Fee of £117.50 paid (refundable if work is carried out).

Architects final certificate authorising the final payment (approx £7,800) for the main building works is expected but has not arrived.

VAT monies when reclaimed will go to the Rainbow Appeal for works on Village Hall.

Final accounts for 2006 have been submitted to Diocesan House at the end of October 2007.

Thanks to JS for carrying out work on the credence table.

SS to report on action re priests chair at next meeting.

The Firework eve had been successful and raised ??????

Water board bill??

Altar cloth in memory of Dr Carey's husband Ted has been ordered.

It had not been possible to arrange a date for a special PCC meeting.

5 Correspondence

Letter of thanks to DHG for donation from Churches Conservation Trust

Bill for £19.95 for Carol Books given to DHG from Roz Bullen.

Leaflet received by ES advertising goods available for sale to support the Save Canterbury Cathedral Appeal.

E mail received by ES requesting volunteers for the Lambeth Conference.

Letter from Ecclesiastical Insurance to DHG including sample of Smartwater which if painted onto the church metalwork would enable it to be detected after theft from the building.

6 Finance Report (DHG)

Finances still OK (approx £3.4K in current account and £4.5K in reserve). Parish Share is in arrears – 4 months due @ £175 pm = £700.

Action DHG to pay the Parish Share.

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Increase in the Parish Share was discussed. DHG has not received notification of increase. On the basis of a 7% increase All Saints monthly payment would be £187.25, finances would be finely balanced because increase in giving year to date has been 8%. The Rainbow Appeal Fund; £2.5K in current account and £9.3k in deposit. Noted that Parochial Church Councils will have to register as Charities after the 2006 Charities Act.

7 Forms and timings of services at All Saints

Comments were circulated and included in the discussion from Paul Allen and Penny Easton who were not able to be present.

Background and context to the discussion

- Services are held in All Saints on the 1st and 3rd Sundays of each month at 9.30am.
- Attendances are, on average, 25 on the 1st Sunday and 18 on the 3rd Sunday.
- 1st Sunday alternating Family Service or Family Service + which included Holy Communion.
- 3rd Sunday Holy Communion (BCP) .
- Although there were service sheets drawn up for Family Services and the BCP Holy Communion, no service had been produced for the Family Service +. (Lately All Saints had been borrowing service sheets from St Nicholas at Ash.)
- Over time the distinction between the 3 forms of services, particularly between the family Service and the Family Service + had become blurred.
- One or even 2 different types of service will not suit everyone
- The schedule of services was very helpful.

Process

- Whatever proposal/s we implement, we will have a six month trial.
- We will tell the congregation what we're doing and ask for their views.

The Family Service and Family Service +

The following points were made and discussed;

- The Family Service a few years ago had been a distinct, child orientated service.
- Those children were now older and needed a different form of service
- There are new families with young children who attend regularly.
- The distinction between FS and FS+ is not always clear.
- There are adults who prefer the lighter atmosphere of family services.
- Family services should provide opportunity for Christian teaching to adults and children
- Family worship should prepare the congregation, particularly the children, to feel comfortable / recognise alternative forms of services when they worship in other churches, at school etc.
- The Holy Communion is the core of the Christian faith and, therefore, worship.
- Readings were a good way of getting people involved in the service.
- The traditional form of the Lord's Prayer should be used consistently.
- To what extent was language a barrier – it was noted that the forms of service in Common Worship were given in both traditional and modern language.
- It should be possible to have a service aimed at everyone including children with an activity/ talk, 4 hymns, 2 readings and a Holy Communion in 45 to 60 mins.
- The choir was commended for their choice of music and hymns for services.

Action

The PCC agreed to;

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1. Use a new form of Family Communion service (based on Common Worship Order2) which minimises the formal aspect of worship, includes activities for children and provides a lighter atmosphere. Birthdays/ anniversaries etc to be celebrated.
2. The eucharistic minister to assist the priest in distributing the communion.
3. Ask the choir to sing an Anthem regularly and to organise for music to be played or sung in the background or communally during the Communion.
4. Produce 40 service sheets with notes suitable for children alongside the main text to aid their understanding and appreciation of the purpose of the service and including the traditional form of the Lord's Prayer.
5. Wherever possible the Family Service on the 1st Sunday in the month to have a theme e.g. Advent , take my friend to school etc
6. Try this new format for six months from January to end June 2008.

The Holy Communion Service (BCP)

The PCC agreed that this was a service which was well established at All Saints although JS pointed out that it was less common these days in other parishes.

The PCC agreed that the 3rd Sunday should remain as a Holy Communion BCP service.

NH had produced the current service sheet from the Book of Common Prayer for the benefit of the congregation as the churches' Books of Common Prayer had become very damp and the print was very small.

Action

ES to review the service sheet and note any differences to the BCP.

General actions

Choir to take the lead in introducing new hymns to the congregation.

NH and SS, if willing, to prepare the schedule of services for 2008 as this was much appreciated.

Churchwarden or Eucharistic minister to be present in the church 30mins before the start of services.

8 Forthcoming services (All Saints services in bold)

December 2 at 9.30am **Advent Service**

December 21 (Friday) at 6.30pm Knowlton Carol Service at St Clements (NB change of date)

December 24 at 6pm **Chillenden Carol Service**

December 24 at 11.30pm midnight service at Goodnestone

Christmas Day at 9.30am Chillenden

January 6 at 9.30am **Christingle**

11 Date of next PCC meetings

Friday 25 January 2008 at 7.30pm at 6 Short Street