

**ST MARY'S CHURCH, HADLOW**

**STANDING COMMITTEE**

**MINUTES OF MEETING HELD MONDAY 20 April 2020**

8pm Zoom meeting

**1. Members present**

Rev. Nicky Harvey (NH), Michael Payne (MP), Nicola Canham (NC), Barbara Smith (BS), Jenny Hopkins (JH), Martin Massy (MM, Secretary)

**Apologies for absence:** Rev. Paul White (PW, sabbatical)

**2. Finance**

Balances in St.Mary's bank accounts totalled £20,751 at the end of March, up from £11,187 at the end of December 2019 largely as a result of £11,788 received in March and £4500 grant from the Diocese Missional Property Fund for replacement of the stairlift received at the end of February (although £2445 then paid for the balance of installation plus £600 for the extended warranty agreed by PCC). We continue to give our parish offer to the diocese in full.

Under lockdown we are losing regular income from collections and FWO envelopes of around £250/wk plus, of course, income from fund-raising. However, we are saving on salaries, heating and lighting. Overall, not much change in overall net income.

**3. Covid-19**

***Parish administration***

Janice Massy, the Parish Administrator, has stopped working at the office in the vicarage – it is not right that the possibility of infection, however remote, should be introduced into what is a family home. Workload has lessened. Members agreed that Janice should not be put on furlough as that would prohibit her from doing any work for the parish. Instead, NH will call on her as required to work from home, e.g. helping with website. NH registered her thanks for Janice's work and support. Members agreed that the proposed arrangement – payment on the same hourly rate for hours worked and agreed by NH – was fair and appropriate.

Unfortunately, we no longer have access to files kept on the office computer or to the office printer. Possible changes to provision of office facilities to be discussed after PW return from sabbatical.

***Helping others***

NH was involved in establishing the Community Assistance scheme for Hadlow & Golden Green parish. NH is reaching out to people via groups such as flowers, and directly, based on the Electoral Roll. The scheme has 78 volunteers supporting 115 vulnerable people/families. Much of NH's time is spent supporting families in the village through the food bank, typically making 2-3 trips per day. NH receives cash and cheque donations personally to pay for supplies, to simplify the process of processing gifts and payments. However, NH is recording financial contributions and expenditure and keeping relevant receipts and bank statements, which will be available to the Treasurer.

***Funerals***

There is a lull in the number of deaths at the moment, but this is likely to be temporary. NH noted that it is hard to make funeral arrangements and provide pastoral care remotely by phone and email. PW is available if necessary for funerals.

### ***Diocese***

Concerning support from the diocese, key people are working remotely and are contactable, but support staff, where possible, have been put on furlough.

### ***Clergy well-being***

Concern was expressed about NH workload and wellbeing. NH assured members that she is fine, that she does not need personal support and that Rochester diocese supports priests through existing channels, e.g. archdeacon, and access to counselling.

### ***Lifting of lockdown***

The question was raised as to how much notice we would receive of changes to the rules regarding lockdown and resumption of church services. When things get back to normal there should be some celebration, taking account of guidance from the bishop. However, there should be caution since a second wave of infection is possible, rendering celebration premature.

### ***Positives from lockdown***

After life returns to a more normal pattern, we should consider the good points arising from the lockdown and issues in continuing them. Members congratulated NH on live streaming services, including Wednesday and Sunday Eucharist, which has been very worthwhile. Far more people – often over 100 – “attend” morning prayer and compline than could possibly be envisaged attending in person. People are comfortable with the continuity of a normal pattern of worship.

Most parishes are engaging with streaming, some just on Sundays, although sharing communion is uncommon. Priests in the Paddock Wood deanery have been meeting via Zoom.

## **4. Zoom**

Virtual meeting of the Standing Committee held with Zoom is working well, although only six participants. Zoom is straightforward to install and use on a range of devices. PCC meeting on 18 May to go ahead, also via Zoom. MM to arrange using NH account to enable discussion beyond the 40-minute limit available on the basic, free account. NH to send details to MM.

NH proposed a Zoom video meeting after Sunday service for people to join together as they “share” coffee.

The May PCC meeting will be held via Zoom. NH to decide whether to include compline and, if so, to provide copies of the service.

NC volunteered to send advice to NH and MM on best practice for use of Zoom, e.g. not using personal IDs for meetings. NH to provide her Zoom subscription details to MM. Meeting should be kept short as participants can find longer virtual meetings tiring.

## **5. AOB**

**Telephone cable:** The cable securing the telephone line to the roof has come adrift allowing the cable to sag close to ground level. Parish Administrator to follow up with TalkTalk (who then need to chase up BT Open Reach).

**Rev. Christopher Miles:** NH to email Christopher to ask if he would like to conduct a live-streamed service.

## **6. Safeguarding**

We can't see safeguarding issues unless they are brought to us. Many issues won't surface until children are back at school. NC to send link to package on domestic violence for possible discussion at a later date.

**7. Confidentiality**

No confidential issues.

Signature .....

Date: .....

**Date of next full PCC meeting 18 May 2020, via Zoom** (details to be sent by email)