

FRIENDS OF ST. MARGARET'S CHURCH

MINUTES OF THE COMMITTEE MEETING OF THE FRIENDS OF ST. MARGARET'S CHURCH, HIGH HALSTOW HELD

ON MONDAY 18th May 2020, 2.30pm. USING ZOOM DUE TO THE COVID - 19 REGULATIONS

PRESENT: Mike Meredith (Chairman)
Raymond Collins (Treasurer)
Di Welch (Secretary)
June Collins
Linda Atkinson
Maggie Ryan
Chris Cook
Jane Cook
Ann Judges
George Crozer (Web Master)
Chris Peek (Membership Coordinator).

APOLOGIES: Carole Cocup

SECRETARY

The Chairman announced that our secretary Di Welch has resigned from the position of secretary for personal reasons.

Everybody expressed their thanks to Di for her hard work and dedication as secretary of the FOSM.

MINUTES OF THE MEETING HELD ON MONDAY 9TH SEPTEMBER 2019

The Minutes, having been circulated, were discussed and there were several amendments to be made and it was therefore agreed that the Chairman would edit the Minutes and that they would be re-presented at the next meeting. **Action - Mike Meredith**

MINUTES OF THE LAST MEETING HELD ON MONDAY 10TH FEBRUARY 2019

Two amendments were agreed:-

Financial Report "A grant from Friends of Kent Churches had been offered and would be forthcoming on production of invoices".

Heritage Lottery Fund "The Friends would need" Deleted.

To be signed. **Action - Mike Meredith**

DISCUSSION ON AGM PROPOSALS.

1. MEMBERSHIP PROPOSAL.

a) The concept of 'Joint membership' is formalised and clarified by recording each member on the membership database as either a single member or a joint member.

Joint members (maximum of two per joint membership) will each have voting rights

b) Members can make voluntary subscriptions either monthly or annually (no minimum subscription amount will be set)

c) All subscriptions are made via a bank Standing Order but cheques will also be acceptable if the member prefers not to set up a Standing Order

The proposal seeks to clarify existing anomalies.

Proposed by Chris Peek

Seconded by Ray Collins.

The proposal for Joint Membership was agreed but there was concern over the Voluntary Subscriptions.

We also need to make it clear that cheque, Standing Order, cash & Bank Transfer are all acceptable methods of subscription payment.

2. SECRETARIAL DUTIES PROPOSAL.

That the current duties of the Secretary be divided into two posts, that of Correspondence Secretary and Minuting Secretary.

The proposal is a response to the significant increase in workload occasioned by Charity Commission registration and regulation.

Proposed by Ray Collins.

Seconded by Tamsin Stowers.

Chris Cook offered to take the minutes of the meeting and would continue for future meetings should the proposal be accepted at the AGM.

3. DATA PROTECTION POLICY PROPOSAL.

That the Policy be amended to "This information is kept securely by the Chairman, Correspondence Secretary, Minuting Secretary, Membership Coordinator and Treasurer solely for the purpose of contacting members and recording who the members are.

The proposal updates the policy to reflect the change in duties in Proposal 10.

Proposed by Mike Meredith

Seconded by Chris Peek

All in agreement.

4. CONSIDERATION & APPROVAL OF THE DOCUMENTS TO BE SUBMITTED TO THE CHARITY COMMISSION BY PWW SOLICITORS:

The CIO Constitution. (See Attachment)

Notes on reason for conservation. (See Attachment, for information only)

Proposed by Mike Meredith

Seconded by Ray Collins

The Chairman read those parts of the CIO Constitution which reinforced our existing way of working and those that placed additional responsibilities on Trustees. A full discussion of the lengthy document helped familiarize Committee Members / Future Trustees in preparation for the AGM.

THE SCARECROW FESTIVAL. The good news is that about 35 Scarecrows are displayed around the Village. This is our only event at present in "Lockdown". It has become a tradition in the Village and the response is very encouraging. A donations box has been placed in the Post office.

FORTHCOMING EVENTS (Planned but Postponed).

28th March A Concert to commemorate the opening of the Memorial Hall with all proceeds going to the British Legion.

The Charity Day in the Village. People are being invited to suggest a suitable Charity to receive the proceeds from this day. It is suggested that the Friends have a stall to publicise the Friends of St. Margaret's.

The Heritage Open Day and the Ride or Stride Day in aid of the Friends of Kent Churches. The Church will be open. The date in September to be confirmed.

Christmas Trees to be sold. **Action : Tamsin Stowers**

The Christmas Tree Festival. Action : June Collins.

Guest Speakers Talks to be held on the 3rd Thursday of the month the Church at 7.00 p.m. Voluntary Donation £4.00.

21st May Len Feist – Peninsula Ramblings

18th June Ken Reynolds –Peninsula Railway History

July and the following months Peter Hartley offering three talks about the Royal Family.

Action : Maggie Ryan.

ANY OTHER BUSINESS

The Chairman referred to the Charity Commission Application Form and offered copies to Committee Members. Di asked for one.

Action - Mike Meredith

DATES OF THE NEXT MEETINGS:

To be decided. Friends of St. Margaret's Church **Committee Meeting**

Wednesday 27th May at 7.00 p.m. Friends of St. Margaret's **Annual General Meeting. DISCUSSION ON ZOOM. Action George Crozer / Mike Meredith**

Monday 1st June at 7.00 p.m. **Closing date for responses re FOSM AGM**

There being no further business, the Meeting closed at 4.15 p.m.

Michael Meredith Chairman

Date