

MINUTES OF THE ALL SAINTS' PCC MEETING

held at St Matthew's, Harwell on Tuesday 4th March 2025 at 7.30 pm.

St Matthew's, Harwell and All Saints', Chilton PCCs were present together for Items 1-13. For the other items, only All Saints' members were present.

1. Opening and Prayer

Jeremy opened with a gospel passage from a Children's Bible Book. He reminded those present that the challenge for the Church was how to engage the next generation, and that this was an exciting time to be a member of the church. He then led the PCC in prayer.

2. Thanks

Elizabeth reported that both she and Naomi had received thanks from Leaders and Preachers for the gifts they had received at Christmas.

3. CYP&F Oversight Group Report

Phil Corbishley presented this Report to the Meeting. He said, in answer to a question about the delay in reporting of the group's existence, the Group had needed to take time to consider their Vision and how they proposed to work towards achieving it, but now felt ready to present it to both PCC's. There were three points for which they requested PCC endorsement:

- 1 The creation of the CYP&F Group with accountability to both PCC's.
- 2 The proposed Vision for CYP&F work and the Role of the Group.
- 3 Advise on the selection of church community representatives to join the Group.

The Meeting expressed its enthusiasm for the contents of the Report and thanked the Group for the time they had spent in preparing it. They also expressed their excitement for the Vision it contained.

Phil asked whether the Group would be accountable to both PCC's or the Joint PCC. It was felt that this point needed further clarification which might come following the proposed restructuring of the Church's governance which was currently under review.

In answer to another question Phil said the Group saw itself as more executive than advisory. This prompted a discussion regarding the line management of the Children's and Family worker once they were appointed. It was generally felt that this probably should be the Rector, but the job holder would work closely with the Group. In that case, the group would be supportive or advisory rather than executive.

It was agreed individual PCCs would discuss the selection of their representative.

The Three Points requiring endorsement were then put to the vote:

Resolution	The creation of an CYPF Oversight Group with accountability to the PCCs				
Proposed	Judith Russell	Seconded	Jane Wooley	Passed	Unanimously

Resolution	Endorsement for the proposed Vision for CYPF work and the Role of the Group				
Proposed	Tony Hughes	Seconded	Stephen Manning	Passed	Unanimously

Resolution	To select church community representatives to join the Group				
Proposed	Adrian Bollon	Seconded	Adrian Rance-McGregor	Passed	Unanimously

(Phil then left the meeting)

4. Children and Family provision and Update on C&FW position

Jeremy reported that while our advertisement had had one applicant, and ECHO's advertisement had had two, none of them were felt suitable for interview. ECHO plan to re-advertise.

Jeremy said that his instinct was that we needed to focus on our own congregation and contacts for potential recruits. However, if someone was recruited on a shared basis, they would join ECHO for training, and then focus on Great Western Park (GWP) and Valley Park, but cover Harwell and Chilton particularly the schools. Our full -time role is still open but it is still a difficult time to recruit. A discussion followed about the issues involved in attracting candidates, and Jeremy said if the Diocese's current bidding for National Church Funding was successful, this might help the situation. He also pointed out that, if successful, the Vision outlined in the previous paper would make the post more attractive. Tony commented that this made it even more important that this Group were properly resourced and have good lay support, particularly from the PCCs.

5. Safeguarding

The Safeguarding Report was approved, and Sue Greatbanks and Judy Gold were thanked for their work. The 2025 St Matthew's and All Saints' Safeguarding Policy was approved and signed by the Rector. PCC noted that it will need to approve an annual Action Plan setting out safer activities and practices, and that the Safeguarding Officers would be presenting their Action Plan to PCC at a subsequent meeting. The Church website will be updated to include the new Policy.

6. Holiday Club

There will be no Holiday Club this year as we have no C&FW.

7. ECHO

The re-advertising of their Youth vacancy had been dealt with earlier. They also have a possible candidate with Kings Church for another vacancy.

8. Draft Annual Report

Sections 1 – 4 were presented to the Meeting but approval of them, and the individual sections that followed, were left to the individual PCCs to discuss.

9. Fundraising Update.

Tim Roberts had sent his apologies and Stuart Gibson was delayed so Elizabeth Clarke, another member of the Fundraising Group gave the update. She told the Meeting that five letter formats had been agreed by both Standing Committees, although the contents of the letters might vary to take account of each parish's position. These were:

- a) Letter to regular givers
- b) Letter to those on electoral roll
- c) Letters to be given out at the end of services on a specific Sunday.
- d) Letter to be placed on the Website and potentially on Village noticeboards
- e) Letter for inclusion in the Villages' magazines.

Leaders of church groups would be briefed in preparation for any questions and the Benefice website updated.

Harwell had identified Sunday 16th March to have a fundraising briefing at services and a sermon which would reflect this. However, Jeremy said that this would no longer be possible, as there was now a Baptism on 16th. After discussion, it was agreed the briefing and sermon would have to be delayed at St Matthews' until 6th April.

(Subsequently it was agreed to soft launch the Harwell fundraising at the Evening service on the 16th, and this would be followed with a fundraising briefing and sermon at the morning service on 6th April. The letters would still be dated 15th March).

10. IT Infrastructure.

Jane Woolley said that the IT infrastructure needed to be improved. David Evans has agreed to do some work on the AV system at St Matthews and update laptops, but more help is needed to improve other areas. Judith Russell agreed to approach a possible person, but Jane asked PCC's if they also could try to identify other people who could do some of the tasks outlined in her paper. (D)

11. Valley Park Update

Jeremy said that in October, he had told PCC that from January he would be spending two working days a week on Valley Park. Hazel Benton asked how this was working out. Jeremy replied that there was not much need for involvement at present, and Sasha would not be returning from maternity leave till September. He has therefore decided, for the moment, to reduce the time he allocated for Valley Park and use this time to concentrate on Fledglings following Lucy Ryan's resignation. Pat Moseley then asked whether Jeremy was still intending to spend one day a week in Chilton, as he had previously undertaken to do. He replied that when he and Deborah had done this only three people had come to see him, and he felt he could still be available to Chilton without needing to be physically there one day a week. This made better use of his time, particularly as he was currently not in great health. Pam Rolls commented that his presence in Chilton one day a week had never been advertised, so most people were unaware that he was in the church extension.

12. Update on the consultation on committee structure and decision making

Jeremy said that there was no actual report from Geoff Maughan to bring to PCC. He was using him as a workplace consultant and Geoff had given him a brief, which he was now considering

if he could work with. He was reviewing the roles of PCC and Standing Committee, and considering a structure where proposals would be considered by Standing Committee and then brought to PCC in a developed form for discussions or a decision. This could result in shorter PCC meetings as the detailed examination of proposals would have already been done by SC. Tony Hughes voiced a concern that PCC might feel disenfranchised, and people would be less inclined to serve. There was already a reduction in the number of PCC Meetings, and a feeling that some PCC members were less involved in developing business than is desirable. Jeremy said it was not his intention to bypass PCC, but their meetings should not involve a long and detailed examination of proposals. This was the work of Standing Committees. He cited the example of the new CYP&F Oversight Group where the work had been done in the background and then brought to PCC for agreement. Others agreed that PCC Agendas were too long. Hazel said that many on the PCC had expected Geoff to produce a report to them, and did not understand why this had not happened. Rebecca Lewis asked how, under these arrangements, would a PCC member get the opportunity to get involved at the discussion stage. Jeremy acknowledged the mood of the meeting and said he would be giving the structure more consideration and then discuss his plans with Standing Committees.

13. Marquee Offer for 24/25th May

Jane Woolley said that Pat Cooke had offered the use of the Feast Marquee for church use. After some discussion, it was decided not to take up this kind offer. Jane will let Pat know and thank her on PCC's behalf. It was suggested that in future the PCC discuss the possibility of arranging a special service on the Feast weekend e.g. Songs of Paise, in the Autumn, to give more time for proper consideration, given the organising resources required.

All Saints' PCC only

Present:

Revd Pam Rolls

Hazel Benton (Vice Chair)

Judith Russell (Churchwarden)

Naomi Gibson (Secretary)

Stuart Gibson (Treasurer)

Pat Moseley

Liz Morris

John Pigott

1. Apologies for absence

Apologies were received from Debra Dewhurst, Alex Reich and Jan Radford.

Hazel Benton chaired the meeting.

2. Standing Committee discussions between Meetings

The Standing Committee met in November and February. The November meeting discussed reintroducing the common cup for Holy Communion as advised by the Church of England and the Children, Young People & Families (CYP&F) Oversight Group paper to be discussed at the March PCC meeting. The February meeting discussed items for the agenda for this meeting.

• Holy Communion – Offering the common cup again proposal

A paper was circulated before the meeting with the proposal to revert to using the common cup for Holy Communion and to suggest “just one kind” to those who do not wish to partake of the common cup. There were at least three members present who were uncomfortable with this proposal and wished to carry on with intinction. For this reason it was decided to consult the congregation to canvas the opinion.

Pam agreed to mention this on Sunday 16th March Holy Communion morning service.

Action:PR

- **CYP&F Oversight Group paper 3rd point -Advise on the selection of church community representative to join the group**

The first two points of the paper were endorsed by the combined PCC at the first meeting. It was agreed that a member of our church with a young family should be approached to provide a church community representative for Chilton with this group. A few names were suggested and it was agreed that Hannah Clapp be asked. **Action:LM**

3. Minutes of the meeting on 15th October 2024

Pam Rolls was thanked for writing the minutes in Naomi's absence. The minutes of the meeting on 15th October 2024 were unanimously accepted as a true record and signed, with the addition of mentioning the need for discussion and decision about Christmas gifts to worthy causes being added to the "Preparations for Christmas" and should be explored in October this year.

4. Matters Arising – None

5. Outcome of PCC Away Day – Building and growing our Church

- **Change to the second Sunday of the Month service**

It was discussed at the Away Day on 25th January the idea of only having one service on the second Sunday of the month in the village hall at 10.30am to try and integrate the two congregations. It had also been suggested to change its name from Interactive service to Village Hall Service. Pam expressed hers and Jan's reluctance to this proposal and wanted the 9.30am service to still go ahead. After discussion it was agreed that we need to give it a try and Sunday 11th May was the suggested date for this. It was agreed that this needs to be communicated well to all.

- **A special event at Chilton Field as part of bringing the church "over (or under) the bridge"**

The second initiative of the day was to hold a fun event at the Chilton Field Amphitheatre in early September. It was agreed that a planning committee would need to be formed and suggested that Alex should be part of this as it was his idea. Phil Corbishley and Tim Brook would be approached to join the group and asked to set a date as they would know when would work best for the families.

Action :HB

(Subsequently HB has spoken to Tim Brook and Phil Corbishley and they have agreed to be involved and to consider the best date for this event. Suggest next step is for Alex to contact Tim and Phil to set up a meeting)

When the date is set the Amphitheatre and Community Room would need to be booked.

The PCC was urged to think about who else could be involved.

ANNUAL MEETING PREPARATION (Sunday 27th April 2025 at 10.30am after the morning service)

6. 2024 Accounts

Paper H was circulated before the meeting. Stuart reported that the accounts had been examined by our Independent Examiner, Jane Moreton and would need to be signed by Jeremy once approved before the annual meeting. He also reported that unfortunately we were unable to pay £9000 of the Parish Share last year.

7. 2024 Finance Reports

Paper I (section 5) refers.

Stuart was thanked for all his hard work in producing the reports.

The Accounts and Finance reports for 2024 were approved unanimously.

8. 2024 Fabric Report

Paper I (section 6) refers. Judith produced this report on behalf of the Fabric Committee. Hazel thanked the Fabric Committee for all their hard work and Judith for leading the group and producing the reports. It was suggested that Judith explain in more detail the progress of disability access to Andrew Hayes in advance of the annual meeting as this was a particular concern of his.

Action:JR

The Fabric report for 2024 was approved unanimously.

9. Presentation of the Logbook, Terrier & Inventory

The Churchwarden confirmed that the Logbook was the Fabric Snapshot prepared for each PCC meeting and filed for reference. The Terrier was kept in the church safe and will be available at APCM, along with the Inventory which is updated annually.

10. 2024 Annual Report

The Benefice part (sections 1-4) was approved in principle at the combined meeting.

Parish Specific sections 5-6 & appendices were approved unanimously.

There were still a few items missing from sections 1-4 of the report and these will be circulated for approval when available. The report will then be uploaded to the website and hard copies will be available in the church.

The chair thanked Naomi for producing the report.

11. Annual Meeting Agenda & Minutes of 2024 meeting

The agenda for 2025 and 2024 minutes were approved unanimously.

There may be an additional item on the agenda about the All Saints' Group, John agreed to ask Carol if she was prepared to do a short presentation.

Action:JP

(Update: John has asked Carol who has agreed to speak)

PCC membership was discussed. Hazel Benton, Naomi Gibson and Pat Moseley are at the end of their three year term. Pat was still considering whether to stand again. We also have two, two year vacancies (Debra Dewhurst has decided to step down at the APCM making the second vacancy) and a one year vacancy as we are allowed nine members.

There are still vacancies for two members of the Deanery Synod. The PCC were encouraged to prayerfully consider who may like to stand for these roles and to ask them.

Judith is willing to stand another year as Churchwarden and Alex are willing to stand for another year unless anyway else is identified to take on the role.

12. Finance report including 2025 budget

Paper L & O refers.

It was agreed that paper O highlighted the shortfall of our income each month, which does not cover the Parish Share before even the running costs are paid for.

Stuart explained that the budget for 2025 again shows a deficit so fundraising is necessary to meet our obligation to pay the Parish Share this year as well as the running costs.

The budget was proposed by Judith and seconded by Liz and unanimously agreed recognising that we have a challenging time ahead to meet the expenditure and bridge the gap.

13. Fundraising Update

Paper M refers. As reported in the first meeting, the fundraising committee have met and various letters drawn up for distribution explaining what the church offers and to ask for people to consider helping by giving money or assistance with projects. The PCC were asked to be able to answer questions about the need for additional support as people consider their

giving. There will also be a version of the letter on the website and it is hoped that the parish council will agree to distribute this alongside the Chilton Chronicle after consideration. Stuart, Maura and Judith will meet to finalise the wording before distribution.

Judith will contact Marilyn Thomas to determine when a “Giving Sermon” can be delivered alongside a treasurer’s presentation.

Action JR

14. Fabric Report

Paper N refers. Judith Russell circulated the paper before the meeting and was thanked for all the hard work she has done in this role. Judith gave notice last year that she wishes to relinquish this responsibility but does not have a successor at the moment and suggested the role be split into churchyard maintenance and church fabric.

Judith is hoping that the internal walls where the plaster is flaking off to be repaired this year and is getting quotes. Stuart confirmed that there was a fund that could be used to cover this expenditure.

15. Future Dates

These were noted.

16. Any other business

Nothing to report.

The meeting closed in prayer led by Pam at 10.15pm.

Naomi Gibson
PCC Secretary

Signed by

Date