

MINUTES OF A MEETING OF THE PAROCHIAL CHURCH COUNCIL

held on **Tuesday 7th January 2025**
at 7.00pm in St Mary's Church

Present: Peter Reynolds, Mark Sanderson, Paul Cummings, Mike Donovan, Hugh James, Julian Hallett, Rachel Lewis, Melanie Mellor, Roy Milnes, Rosie Winyard and Caroline Pascoe.

1 Opening prayers

Caroline opened the meeting with prayers.

2 Closed Churchyard

to consider any issues for the attention of the Town Council

There were none though we are waiting for the padlock on the gate to be fitted.

3 Apologies

to receive and accept apologies for absence

Apologies were received and accepted from Freda Davies, Anne Morris, Jane Rothery, Bryan Jones, Jean Brown and Gerald Altree.

4 Safeguarding

to receive an update and take any necessary action on any safeguarding matter

The Safeguarding Officer sent her apologies as she was unwell. The Action Report and Summary had been circulated.

- Annual review meetings for activity leaders and helpers have not yet taken place but Caroline has this in hand and Judith is always available for discussion.
- All other training and checks are as up to date as possible (some are waiting for the Diocese to complete preparation of C2 training) with the exception of a new Sunday Kids helper who needs to do the C1 safeguarding training.
- Judith will explain how we need to make information available to abuse victims and survivors at the next meeting.
- As a matter of urgency, the PCC must consider how it can better promote a healthy and safe church culture. It was agreed to ask Judith to meet with Rosie and Melanie and bring a proposal to the next meeting.

Proposed: Peter Reynolds

Seconded: Mark Sanderson

unanimous

It was resolved to approve the Safeguarding Action Plan as presented by the Safeguarding Officer.

5 Minutes of the last meeting

to approve and sign as a correct record the minutes of the meeting held on 19th November.

The minutes were unanimously approved and signed by the vice chairman.

6 Faith, Hope and Love - Marks of Mission**i. Christmas Services**

Peter thanked all who contributed to the Christmas services and outreach and particularly mentioned the Ministry Team who are working so hard during the vacancy. Caroline added that with the help from so many, the benefice has continued to thrive and grow during the vacancy.

ii. Candlemas

It was noted that there will be a special service for Candlemas on Sunday 2nd February, followed by a meal, which will be attended by the Rector designate.

iii. arrangements for Lent – the following were noted:

- a. The Nicene Creed – studying with David (probably starting on 9th March with further sessions to be agreed)
- b. Come, Sing & Sup for Peace and the Earth on 16th March
- c. Experience Easter – events for schools using National Church materials
- d. Environmental issues
 - Love Letters to the Wye Concert (plus children's workshops in schools)
 - Exhibition in church on River Wye, WI collage about the Wye
 - Possible talk from Tom Bullough (author of Sarn Helen plus his film of the Wye)

iv. to receive an update on LifeLink and Mission Action Planning

- Advertising for the LifeLink Chaplain is now imminent. Caroline is working with the diocese to make sure that this opportunity is proactively spread through national networks to potential interested candidates. It is hoped to interview at the end of March. The new Rector will be involved in this process.
- Caroline said how encouraging it was to see Mission Action continuing so proactively under the portfolio headings/ 5 Marks of Mission led by the portfolio leaders. This is important for us in growing as inclusive, intergenerational churches in the Ross Parishes – and also for working together, reviewing and planning, when the Rector, the LL chaplain, and the House for Duty posts all start.

v. to receive an update, synergy and next steps for schools and All Age Worship

- Caroline thanked the large number of committed and gifted lay people involved in schools work in the Ross parishes (coordinated by Anne Morris) and in the wider deanery – enabling schools work to continue strongly and to grow, even through our own and other deanery vacancies. It was very encouraging to see so many schools and youth organisations wanting to celebrate in church over Christmas, and inviting us in to school too. We have already had requests for Easter school services – and Anne Morris is planning to invite all schools again for Experience Easter towards the end of Lent – with the opportunity to collaborate
- Deanery safer recruitment and training continues to be rolled out for those working in deanery schools. This includes top up and initial training for Open the Book – and for those leading collective worship in schools. Mark Harrington from the diocese has recently recorded two training videos for us. It is hoped that common approaches can be adopted across the deanery that link Collective Worship in school with Intergenerational Worship in our churches so that young people and their families feel comfortable and familiar with worship whether in school or in church though encountering similar approaches, warmth and welcome in church and in school. See 2021 CofE paper which is shaping the approach: [collective-worship-guidance-18052021.pdf](#)

7 Benefice Vacancies

- i. to receive an update on the Rectory heating
There was nothing further to report yet.
- ii. to receive an update on an Associate Minister at Walford
Caroline reported that we are hoping to advertise the vacancy alongside the LifeLink Chaplain vacancy as this may be of interest to ordained couples. We are waiting for final agreement from the Archdeacon for this to be done.
NB Interviews will take place for this post on 6th March and on 31st March for the Lifelink Chaplain. However, we hope that it may still be possible for a couple to be considered, should they wish to apply.

8 Finance Report

- i. to note a report from the Treasurer and take any necessary actions
The Treasurer's report was noted and no additional actions were required.
- ii. to submit the 2024 accounts for audit
As the accounts are not yet finalised, the treasurer asked for permission to submit them once they are. He added that the end of year position remains good and figures to date are likely to improve further once December's figures are finalised.

Proposed: Mike Donovan Seconded: Rosie Winyard unanimous

It was resolved to authorise the treasurer to submit the 2024 accounts to the examiner once they are ready, without further recourse to the PCC.

9 Churchwardens' Report

Mark submitted a written report prior to the meeting which he referred to, covering the following topics:

- i. Collapsed Churchyard Wall – this was discovered today and requires urgent attention. It was agreed to ask Benn Jamieson who carried out the last repairs to quote for the work.

Proposed: Mark Sanderson Seconded: Peter Reynolds unanimous

It was resolved to ask Benn Jamieson to quote for the work including checking the remainder of the wall for serious defects and carry out repairs.

- ii. Kitchen sink – Bryan will be looking at carrying out the work on this on his return. It was agreed that a pale stone resin sink with rounded corners and black taps look the best.

Proposed: Mark Sanderson Seconded: Rachel Lewis unanimous

It was resolved to obtain List B permission and carry out the proposed alteration to the worktop and kitchen sink for under £1,000.

- iii. Progress on the following topics were noted:
 - a. Chancel Gable Cross and Sanctuary floor
 - b. Peregrine Project (installation of camera)
 - c. Contested Heritage information panel
- iv. Net Carbon Zero Report – to note that this has been received and to appoint a group to consider recommendations for action
There was some discussion about the report. Rosie is also completing a survey from A Rocha. She felt that we should aim for the Gold Award which would require us to draw up an action plan and commitment from the PCC. It was agreed that Peter Reynolds, Mike Donovan, Roy Milnes and Rosie Winyard would form a group to consider the way forward.

v. Plague Cross repairs and conservation

Proposed: Mark Sanderson Seconded: Peter Reynolds Unanimous

It was resolved to authorise the Town Council to proceed with the repairs to the Plague Cross, as recommended in the last Quinquennial report and to obtain List B permission.

vi. Churchyard closure

to note that Herefordshire Council officers are not responding to our requests to agree that the churchyard is full.

The secretary continues to chase this with Herefordshire Council in order that we can proceed with an application to close the churchyard. The request was made last March and the suggested length of time required by a local authority to consider such a request as given by the Ministry of Justice is six weeks!

10 St Mary's Hall

to receive a report

Peter reported that we now need to activate the work agreed at the last meeting. He added that there is now £3,000 more in the account than this time last year which he attributed in part to the efficiency of the administrator in sending out invoices.

11 FFF Committee

i. to note the next event will be an Evening in Brazil, hosted by Nick and Janet on 11th January

ii. to note that during Lent we will be running a Count our Blessings scheme similar to the one we did in Lent 2021 but with subtle differences to fit with the environmental theme.

These were noted.

12 Health & Safety

to receive and note any concerns and take the necessary action


There was nothing to report.

13 Date of next meeting

It was agreed to move the next PCC meeting from Tuesday 4th March 2025 to **Tuesday 11th March** at 7pm in St Mary's Church to give the examiner further time to audit the accounts and to allow both Peter, (Vice Chairman) and Mark, (Churchwarden) to be there.

The APCM will be on 18th March 2025

The meeting closed with the grace at 8.10pm.



11 March 2025