



MINUTES OF A MEETING OF THE PAROCHIAL CHURCH COUNCIL

held on **Tuesday 22nd September 2025**
at 7.00pm in St Mary's Church

Present: Kelvin Price (Chairman), Bryan Jones, Jean Brown, Paul Cummings, Freda Davies, Hugh James, Anne Morris, Mike Donovan, Roy Milnes, Jane Rothery, Alun Thomas and Rosie Winyard.

1 Opening prayers and introduction

Kelvin opened the meeting with a prayer.

2 Apologies

to receive and accept apologies for absence

Apologies were received from Peter Reynolds, Mark Sandersosn, Rachel Lewis, Gerald Altree, Caroline Pascoe and Julian Hallett

3 Closed Churchyard

i to receive a report of any issues from the Town Council representative.

No report was submitted. A Town Councillor is still to be appointed.

ii to receive an update on the lock on the gate and the closure of the area around the tower.

The Chair advised that a new combination padlock was to be fitted soon. The code would be made available to Undertakers and essential users and the gate would thereafter be kept closed except for essential use.

Canon Davies expressed her reservations regarding limiting access to vulnerable parishioners. This was formally noted.

iii to note the suggested locations for Hedgehog Sculptures in the Churchyard.

The report was noted including the reservations raised about the potential fire risk and additional maintenance below the sculptures.

Proposed: Bryan Jones

Seconded: Rosie Winyard

Unanimous

It was proposed to recommend to the Town Council that three hedgehog sculptures being given by Wye Valley National Landscapes are put in the locations set out in the document circulated to members, noting the reservations regarding fire risk and maintenance.

4 Safeguarding

i. to receive a report and take any necessary action on any safeguarding matter including ensuring members have read the Responding Well to Victims and Survivors of Abuse Policy
Judith's comprehensive Safeguarding Action Plan report was reviewed.

No further actions were recommended.

The Rector reminded PCC Members that all needed to have undertaken the C1 training in the last three years. He advised that there was a training session on 19th November. Members confirmed that they had read the Responding Well to Victims and Survivors of Abuse Policy

(K8)

The 'Promoting a healthy and safe culture' document was formally reviewed by the PCC, and the following recommendations were made:

- To review the number of arm chairs available (at least 6 more were proposed)
- To encourage a culture where better understanding of all forms of disability and inclusivity become routine so that people with additional and special needs are regularly consulted about how we could best support them as individuals.
- To advertise what additional facilities / resources are available through the Welcome Desk (e.g. large print hymn books, hearing loop)
- To consider providing Large Print copies of documents and an alternative to White/Black printing

The PCC reviewed the Worksheet provided and considered:

"What are the strengths of the church culture" – it was agreed that this was difficult to measure however all were content with current training and DBS Checking processes. It considered that the level of safeguarding awareness was a strength.

"What are the main weaknesses of church culture" – PCC considered and agreed an ongoing requirement to keep up with change

- ii to agree the use of the hall by Ross Academy Choir and ensure safeguarding compliance, (under 18s)

Proposed: Jean Brown Seconded: Bryan Jones unanimous

It was proposed to approve the Safeguarding Action Plan as presented to the meeting

Proposed: Roy Milnes Seconded: Jane Rothery unanimous

It was proposed to add the Ross Academy Choir to the list of agreed users of church premises

5 Minutes of the last meeting

to approve and sign as a correct record the minutes of the meeting held 15th July 2025.

Proposed: Roy Milnes Seconded: Jane Rothery unanimous

It was resolved to approve and sign as a correct record the minutes of the meeting held on 15th July 2025

6 Faith, Hope and Love - Marks of Mission

to receive a verbal report from the Rector

Members were informed of the commissioning of Jane Rothery as a Lay Missioner (agreed March 2025) for work assisting Derek Glover with the residents of Rosedale and Westbank and working with the younger members of the congregation - Leaf and the Youth Choir Members.

The Rector advised that the Working Group had reviewed the 'Star' diagram and made significant changes to simplify the document and reduce the areas of overlap. A revised document was currently being prepared.

7 Parish Boundaries.

The Rector advised the PCC of changes that were being considered regarding the future of the Parish of Brampton Abbots. No decisions had been made, and the Rector would advise the PCC formally of proposed changes in due course.

8 Finance Report

to receive a report from the Treasurer and take any necessary action

The Treasurer provided a very positive report indicating that Income and Expenditure was largely as predicted within the budget. The PCC noted that the cost of Tower repairs could have a significant long-term impact upon church funds. The Rector thanked Roy for his clear and succinct report.

Proposed: Jean Brown Seconded: Jane Rothery unanimous

It was resolved to apply for accreditation with The Living Wage Foundation. Decision pending identification of the costs involved.

9 Email decisions of the PCC

to ratify decisions agreed unanimously by email

- i to apply for a faculty to install up to five benches in the closed churchyard, to the north of the church (1/8/25)
- ii to apply for a faculty for the full repair of the sanctuary floor (15.8.25)

Proposed: Bryan Jones Seconded: Jean Brown unanimous

It was resolved to ratify the decision made by email to apply for faculties to install five benches in the closed churchyard and carry out the full repair of the sanctuary floor.

10 Administration and Office hours

to accept a request from the administrator to reduce her office hours

The Rector outlined the rationale behind the report submitted to accept a request from the administrator to reduce her office hours to 10 hours a week

- i to accept a recommendation from the Standing Committee to enable the administrator to reduce her office hours to 10 hours a week
- ii to accept a recommendation from the Standing Committee to employ an assistant administrator

Proposed: Bryan Jones Seconded: Paul Cummings unanimous

It was resolved to accept a request from the administrator to reduce her office hours to 10 hours a week and accept a recommendation from the Standing Committee to employ an assistant administrator

11 Churchwardens' Report

to receive a written report from the churchwardens and take any necessary actions

- Lightning Conductor. To ratify the decision of the Standing Committee to spend £3,466+VAT on essential repairs to the lightning conductor

Proposed: Bryan Jones Seconded: Roy Milnes unanimous

It was resolved to accept the Standing Committee's decision to spend £3,466 +VAT on repairs to the lightning conductor

- Pinnacles
We need help with grant applications for work

- Churchyard Closure
to consider and adopt the attached document "Safety checks on headstones"
Proposed: Bryan Jones Seconded: Alun Thomas unanimous
It was resolved to adopt a headstone safety policy and set up working parties to check all graves in the open churchyard.
- Progress report on sanctuary floor and churchyard wall
to ratify the decision made by email to carry out works (detailed in the report), to be funded by the Friends of St Mary's
Proposed: Bryan Jones Seconded: Alun Thomas unanimous
It was resolved to ratify the decision made by email to carry out works (detailed in the report), to be funded by the Friends of St Mary's
- to receive an update on the process to appoint a church architect (see document)
The PCC reviewed the document and agreed to leave the decision with the Standing Committee.
Proposed: Jane Rothery Seconded: Freda Davies unanimous
It was resolved to allow the SC to make the decision and to advise at next meeting.

The Rector thanked the Churchwardens for an excellent report and their ongoing diligence and hard work in the maintenance of the church.

12 Thank you

- i to note thanks and appreciation from Steve Betts for allowing him to display the Llangarron Stone Carvers' work
- ii to note receiving a second newsletter from Serengeti scholarships, Tanzania

These were noted

13 Remembrance Commemorations

to receive and note information regarding Remembrance.

This was noted

14 St Mary's Hall

Bryan Jones provided a verbal report from the Hall Committee. He advised that work would shortly commence on installing secondary double glazing in the Hall.

15 Eco Church Working Group

to receive a report from the group

Rosie reported on the work being undertaken by the Group as outlined in the report. The PCC discussed the various proposals at length and noted the likely substantial cost involved in all the proposals. The work of the Eco Group was recognised as being both ground-breaking and essential in the development of ideas for the future development of the church.

The Rector thanked Rosie and the Group for such an enthusiastic and professional approach.

Rosie proposed that a small group consisting of Rosie, Mark, Ben Preece, Anthony Lowther and the new Architect when appointed, to take the work forwards, reporting regularly to the PCC.

The report was noted.

Proposed: Freda Davies

Seconded: Rosie Winyard

unanimous

It was resolved to establish a small Project Group to include Anthony Lowther as an independent expert, to review the proposals set out in the report, including a site visit with Ben Preece to obtain potential costs and feasibility of recommendations, and then report back to the PCC.

16 Funds, Food and Fun Committee

- i to note the success of h. Art
h.Art made a total of £3,380
- ii to note upcoming events:
 - Medieval Dance Evening and Harvest Supper - Saturday 18 October at 6pm
 - Big Quiz – joining a national event for Tearfund on Saturday 15th November at 7pm
 - Christmas Tree Festival - Friday (evening) 28 November – Tues 2 December (35 trees to date)

These were noted

17 Health & Safety

to receive a verbal report from the Health & Safety Officer and take any necessary actions.

Nothing to report

18 Deanery Report

- i to note the minutes of the July can be seen on the PCC documents page of the website
- ii to note that a “pilgrimage route” is being devised along the Wye, taking in churches in the Deanery (i.e. between Dixton and Hoarwithy).
Anyone interested in walking/pilgrimage/nature/churches who would like to get involved, talk to Mark, Rachel or Jane.

These were noted

19 Date of next Meeting

to confirm a date for the next meeting currently scheduled for Tuesday 18th November 2025 at 7pm in the church.

The next meeting will take place on Tuesday 18th November 2025 at 7pm in the church.

The meeting closed with the Grace



David K. Price

18/10/2025