



MINUTES OF A MEETING OF THE PAROCHIAL CHURCH COUNCIL

held on **Tuesday 18th November 2025**
at 7.00pm in St Mary's Church

Present: Kelvin Price (Chairman), Bryan Jones, Jean Brown, Mike Donovan, Julian Hallett, Hugh James, Rachel Lewis, Roy Milnes, Anne Morris, Peter Reynolds, Jane Rothery, Mark Sanderson and Rosie Winyard.

1 Opening prayers and introduction

Kelvin opened the meeting with the collect for the day and remembered Gerald Altree and his family.

2 Apologies

to receive and accept apologies for absence

Apologies were received from Freda Davies, Anne Morris and Alun Thomas

3 Closed Churchyard

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

Councillor Utting was not in attendance.

4 Safeguarding

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

Judith reported that all PCC Training was up to date, several DBSs needed renewing. The Diocese has a backlog waiting to go through (one of ours has been waiting since July) but Judith hopes that she will be able to go via a more direct route to speed things up. Jean will check that Ross Academy Choir has signed the necessary safeguarding form, Messy Church will be removed from our activities and bellringing put on hold while the tower is out of action.

Kelvin thanked Judith for all she does.

Proposed: Julian Hallett

Seconded: Roy Milnes

unanimous

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

5 Minutes of the last meeting

to approve and sign as a correct record the minutes of the meeting held on 22nd September 2025

Proposed: Paul Cummings

Seconded: Peter Reynolds

unanimous

It was resolved to approve and sign as a correct record the minutes of the meeting held on 22nd September 2025

6 Inspiring Faith Hope and Love and the Five Marks of Mission

to receive a verbal report from the Rector

- Advent and Christmas services and activities are in hand. As well as the usual services there will be an Advent course on Heaven, Hell, Death and Judgement and on 14th

December a Light up the Life service (St Michael's Hospice) to which the bereaved will be invited. Scouts and Sea Cadets will have carol services and Christmas services are being arranged in our Care Homes.

- Emily is hoping to start an Alpha Course either in Lent or after Easter and also a follow up course for those who have already done the Alpha Course.
- Two local curates are being placed with Kelvin in Ross to complete parts of their training which cannot be done in their home benefices. One before Christmas and the other in the new year.
- Kelvin informed the PCC that the Diocese are negotiating a possible sale of the far end of the car park at Brampton Abbots Church (this would block the use of the footpath by cars to the northwest of the car park) and lease of several of the remaining spaces. Concern was expressed that this could impact the use of the church by the community but Kelvin assured us that any lease would have a clause allowing use for specific events. He would keep the PCC informed.

7 Appointments

- to note appointment of Catherine Lewis as Assistant Administrator (Rector and Churchwarden)
- to note the appointment of Bonnie Kitching as Church Architect (Standing Committee)

These two appointments were noted. Both had begun work and were doing excellent jobs.

8 Finance Report

- to note a report from the Treasurer and take any necessary actions

The Treasurer's report was noted. The following resolutions were made:

Proposed: Roy Milnes Seconded: Paul Cummings unanimous
It was resolved to transfer £50,000 from the General Reserve to the Fabric Designated Fund.

- to agree the Administrators' salary for 2026

Proposed: Roy Milnes Seconded: Paul Cummings unanimous
It was resolved to increase the Administrators' salaries in line with the Real Living Wage to £14.10 per hour (Rachael) and £13.45 per hour (Catherine).

- to review the Director of Music and Organist salaries for 2026

Proposed: Roy Milnes Seconded: Peter Reynolds unanimous
It was resolved to increase the Director of Music and Organist salaries by 4.7%

- to agree the 2026 discretionary fees for occasional services (weddings and funerals)

Proposed: Paul Cummings Seconded: Roy Milnes unanimous
It was resolved to increase fees for occasional services in 2026 as recommended by Paul Cummings with one amendment to the music and choir fees for weddings which would increase in line with the Organist and Director of Music salaries (4.7%) and set out in the table below.

Fees for Weddings

| | | | | |
|---------------------|----------------|---------|---------------|---------|
| Heat / Clean | £95.00 | Oct-Mar | £30.00 | Apr-Sep |
| VERGER: | £50.00 | | | |
| MUSIC FEE | £128.00 | | | |
| BELLS: | £320.00 | | | |
| CHOIR: | £128.00 | | | |

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| Fees for Funerals | | | |
|-------------------|---------|---------|----------------|
| Heat / Clean | £95.00 | Oct-Mar | £30.00 Apr-Sep |
| VERGER: | £50.00 | | |
| MUSIC FEE | £85.00 | | |
| BELLS: | £320.00 | | |

- v. to consider charitable giving for 2025
Three charities had been nominated prior to the meeting – Enviroability, St Joseph's Primary School and Kisiki College, Namutumba. There was discussion around giving to both local and international charities, Sudan was mentioned as being in dire need of help. Also mentioned were the Horizon Centre (a day centre for people with learning difficulties) and the Hub (for anyone experiencing difficulties including homelessness). Peter would look into a suitable charity for work in Sudan, Paul would provide more information about the Horizon Centre and Jane about the Hub. It was agreed that Enviroability was a suitable charity and was specifically looking for funds to continue with its Leisure Link project. A final decision would be made at the January meeting.
- vi. to receive a letter from Ngolo (Serengeti Scholarships) - We have already funded Ngolo's fees for next year. We may consider her final two years funding next year.

9 Eco Church Working Group

to receive a report from the group

Rosie presented the report as circulated.

We are waiting for a further report from a consultant on solar panels in order to obtain comparable quotes from further contractors. Three quotes should be sought for work over £10,000.

We then need to confirm and agree the next steps.

Kelvin thanked the group for their work on this.

10 Churchwardens' Report

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

- Churchyard Closure
- Progress report on sanctuary floor and churchyard wall
- Pinnacles and spire

The report was noted. Mark and Bryan spoke further on the access issues now the tower path has been closed. One quote has been received to put a scaffold ramp by the east end of the church. In total, the cost would be £7,000. A further quote is to be sought and a decision made by email in order to get this installed as soon as possible.

11 Brampton Abbotts C of E Primary School

to consider whether the PCC as a stakeholder, wishes to make any comments on the Admissions Policy of Brampton Abbotts School as proposed by the governing body

PCC members were happy with the proposed Admissions Policy and had no comments to make.

12 Funds, Food and Fun Committee

- i. Fundraising in 2026 – to share results of a survey of members of the congregation and receive thoughts from members on fundraising.

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- ii. Christmas Tree Festival - to note that this takes place from Fri (evening) 28 November – Tues 2 December

Rachel presented the report. She emphasised the need for engagement in fundraising amongst the congregations. It is a very small number of people who do all the work. She encouraged members to talk to others in the hopes that some might feel able to help out.

A table for signing up rotas etc was suggested as some people were unable to find them.

There was a discussion about the use of the church for different events – hire fees form a very useful source of income, such events promote the church and encourage people to feel at home in the church building and are not a drain on our own human resources. At a recent book talk £1,300 was made (half for the Friends of St Mary's). It was suggested we have a marketing leaflet available in order to increase the use of the church building by others.

13 St Mary's Hall

to receive a verbal report from the Hall Committee

- The double glazing in the main hall has been completed and is making a difference.
- Overhead heaters had been suggested in the main hall – care would need to be taken to ensure they do not block the projection on the screen.
- A quote was being sought for storage heaters in the upstairs rooms.

14 Health & Safety

to receive a verbal report and take any necessary actions

There was nothing to report other than the vandalism to the fence and notices by the tower which is happening on a daily basis.

15 Deanery Report

- i to receive news from the Rector on the deanery chapter (clergy) and their hopes for 2026.

Kelvin informed us that the deanery chapter were now meeting monthly. Three of the six members of clergy had been in post for less than 9 months and this was a time to get to know each other. They had agreed to postpone any Deanery Synod meetings until next year when they will have clearer ideas on the way forward for the deanery.

- ii to note that three members of the PCC are working with the Deanery on a project to create a Pilgrimage Way along the Wye taking in churches between Dixton and Hoarwithy.


This was noted.

16 Date of next Meeting

to confirm a date for the next meeting currently scheduled for Tuesday 20th January 2026 at 7pm in the church.

The next meeting of the PCC will be on Tuesday 20th January 2026 at 7pm in the church.

The meeting closed with the Grace at 8.27pm.



K. Price
20/01/2026