

## Minutes of the All Saints PCC Meeting on March 19<sup>th</sup>, 2025

Present; Shirley Glover, Rev Simon Cutmore, Martin Penny, Helen Briggs, Mary Penny, Nerine Chalmers, Verity Tranter, Linda Dye, Janet Bird, Andrew Belfield, Colin Bird, Samantha Bowden. Safeguarding Officer, Lyn Paddon was in attendance for Item 2.

1 Reading from Luke and prayer led by Simon.

2 There were no apologies.

Simon declared 3 items for AOB.

3 Safeguarding, Led by Lyn.

PCC are aware of the procedure for dealing promptly with allegations/concerns of abuse.

PCC have read the guidelines on Lone Working.

With one abstention, PCC approved the Employment of Ex-offenders Policy.

With one abstention, PCC approved the Safeguarding Action Plan.

PCC agreed to read and respond by correspondence to the Domestic Abuse guidelines.

Lyn expressed confidence that the “safeguarding indicators” showed a robust safeguarding culture at All Saints.

Question. Is there anything to report? A. No

Lyn reminded PCC of the “standing for election to PCC rules”

As the notes on Domestic Abuse were circulated too late to be read before the meeting, PCC will respond by correspondence and the Sec to the PCC will inform her when this is complete. A deadline of April 14 (Mon of Holy Week) was agreed.

Lyn Paddon was thanked and she left the meeting at 8.10 pm.

4 The Minutes from January 15<sup>th</sup> part 1 were approved unanimously by those present in January, and signed by Simon (chair) and part 2 (confidential) was read and with minor spelling changes will be signed by the chair.

5 Matters arising. **Martin** has spoken with Nick, He has prepared a Health and Safety Draft Policy and with PCC agreement will now prepare a separate Policy for the Hall and Land. **Janet** has worked with the Tower Captain regarding new lighting, and he has now a quote for the work. She has also made contact with the architect and awaits a response. **Simon** has prepared a letter to heating contractors. **Simon** also waited for a response to our offer to host a Bereavement Café but nothing came, so he is planning to

use the vacant time in the church to run a toddler group. The proposed day does not clash with other similar groups in the town. His contact with Food Heroes (using the car park on Thursday 27<sup>th</sup>) has reminded him that they need all the space, so PCC approved the closing of the gates after the morning service on the pre booked Thursdays to facilitate this. **Colin** reported from his conversation following the last meeting when the hall managers were invited to make suggestions for improvement, that our Hall Cleaner had not received a pay increase in recent years. He suggested an appropriate increase and PCC approved it.

6 Business Cycle; to include Finance, Commerce and Project.

Finance led by Colin. PCC approved the Statutory Accounts to be signed by the PCC Sec. Colin pointed out that the accounts for the church's groups show our position more clearly. He reported that he will soon send to the diocese the balance of our Parish Share, and he expressed disappointment that the remainder of the Metcalf Legacy has not yet arrived. PCC thanked Colin for his time and skill.

Commercial. Martin highlighted that the increased number of events coming to All Saints has raised the need to consider how to better to manage the opening and closing arrangements. He often makes urgent requests of parishioners with keys to cover this duty. He asked if there should be an upper limit to the number of bookings we accept, especially towards the Christmas season when we prioritise local schools. After discussion PCC wanted to explore this, and **Simon** will look at possibilities. PCC is grateful to those church family members who take on the opening and closing duty that often expands for different bookings.

Project; This section of the minutes is a Part 2 (Confidential).

7 Parish Plans led by Simon. We were reminded of the six priorities drawn from the surveys done in the Autumn and invited to prioritise 3 of our own words from the PCC survey. PCC chose Inclusive, Welcoming and Community Hub.

8 Health and Safety; The Policy for the Church was approved by PCC and is to be reviewed in 2028. **Martin** will present a draft policy for the Hall at the next meeting The Evacuation Plan was last reviewed in 2007. A question drew attention to the lack of planning to support those in need of help to escape. **PCC** will keep the current Plan and re read it, offering comments in writing by April 14<sup>th</sup>. It will then come to the **Standing Committee**. There was nothing to report.

9 APCM and dates after May for PCC. Draft minutes were circulated. Plans are moving forward. A new Electoral Roll is being prepared and all at PCC who will continue as members were reminded that they must apply either by paper or online. Reports are coming in for publication in advance.

10 Fabric **Standing Committee** have a drafted letter for heating contractors and will choose to whom it is sent.

11 AOB Simon outlined the service plans for Holy Week and Easter.

There is to be a party from Sweden with us June 14/15<sup>th</sup>

Simon will mark 25 years of ministry on June 29<sup>th</sup> with a bring and share lunch in church.

Martin outlined the plans to use and make All Saints ready an admin software tool. It will be £200/year.

Two items to come to the next meeting are a faculty for a reburial, and a Legacy Policy.

Meeting ended with The Grace at 9,40.