

MINUTES OF THE ST MARTIN'S PCC MEETING
Monday 16th March 2026 at 8pm.
BEC Room.

Chaired by Fr Robert Chapman (FrR)

<p>Present: Fr Joe Grogan (FrJ) Jacqueline Alderton (JA) Ruth Bitok (RB) Mary Coulthurst (MC) Danny Dartnaill (DD) Peter Golby (PG) Sue Hammond (SH) Mervyn Hogg (MH) Sarah Jacob (SJ) Viv Morris (VM) Deborah Nicholes (DN) Miranda Reading (MR) Catherine Tugnait (CT) Christopher White (CW) Ken Wild (KW)</p>	<p>Apologies: Diane Bell (DB) Julien Chong (JC)</p>
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	Fr Robert opened the meeting with a prayer Apologies were noted	Action Points
26.07	<u>Review/Approval of Minutes of 19th January 2026</u> All approved. Proposed by DN and seconded by KW.	
26.08	<u>Matters arising</u> Planning proposal for St Martin's Approach has returned comments to our objections with minimal amendments and not addressing our concerns. Fr R has resubmitted our objections and copied in Peter Smallwood who is being supportive. KW expressed thanks to Fr R for well phrased objections. The closing date is 24 th March 2026. Regarding the clock, CW has emailed the appropriate people and has a visit due next week.	

26.09	<p><u>AOB not covered by the agenda.</u></p> <p>None.</p>	
26.10	<p><u>Updates from Sub Committees</u></p> <p>Mission Committee See update from Fr J on Volunteer Sunday. Went very well and we had lots of appreciation for all that happens in the church to keep it thriving. Alan has met with those interested in keeping the archives. 3 of our confirmation candidates are keen to get involved in communications. If there are any questions then let Fr J know. JA suggested that we run the next one after a 10am Mass and follow it with a parish lunch, maybe at the beginning of September ? Thanks to Fr J for all his efforts.</p> <p>DN suggested that we should display APCM reports in the Hall with a paragraph from each of our committees and our events groups, choir etc. Display for 2 weeks, one before and one after the APCM.</p> <p>Holiday club committee meeting next Friday. The manual and activities have been sourced. Need volunteers to run it .</p> <p>Pastoral visiting. Fr J to email volunteers and get things rolling.SH to conduct DBS checks and safeguarding training in procedures.</p> <p>Christmas Eve service provisions are to be reviewed in September due to the change in demographics and numbers of the parishioners attending each service.</p> <p>Thanks to Christine for distributing the publicity flyers on the High St and in the Barn. Led to strong attendance at all services.The electronic comms to BWI and Whiteheath were also effective.</p> <p>We will produce some service cards for Easter next year.For this year Fr J will be posting on Instagram and MR will put the services on our Facebook page and the Ruislip Residents group.</p> <p>Fabric and Hall Committee Path lighting fixed, safety checks done, noticeboards repaired. Roof surveys being done. We are doing the prep work this year to start next year. Fr J to update the thermometer on donations to the roof fund.</p> <p>The rats are back and supersized. Gill has emailed Lewis from pest control.</p> <p>Request from Bob at the British Legion to fund the lettering on the rood beam to be gold. PCC did not approve this . Fr R to speak to him.</p> <p>Social Committee Offers of help have been received for the summer events . There will be sheets available at the APCM to sign up for tasks. Crockery hire options being investigated. Diocesan meeting set up for planning.</p> <p>June 4th Corpus Christi, confirmations. June 20th Priest ordinations – 250-350 people expected. June 22nd Fr J first Mass plus reception.</p>	<p>FrJ</p> <p>FrJ</p> <p>SH/FrJ</p> <p>Fr J/ MR</p> <p>FrR</p> <p>MR</p>

	<p>Finance Michael Labisi to use AI to check the accounts and will examine them at the end of March. DD circulated draft Financial report to PCC for discussion .</p> <p>SH outlined one correction on page 5 3rd bullet point at the bottom 2023 should read 2026. Final report will be presented to the APCM. Deferred funds held for the chancel roof. DD proposed that the PCC could approve the final accounts by email after the examination, so no need for a meeting.PG seconded this and the committee approved unanimously. Thanks to Danny for all his hard work.</p> <p>Deanery Synod</p> <p>Met on 11th February at St Martin’s. Topic was Evangelism and Grow Course led by Martin Eudon. Our hospitality was appreciated.</p> <p>Ratified the new rep for BWI- Alistair Fischbacher.</p> <p>Proposal for £4k in the Deanery account. Permission to transfer restricted fund with the Bishop of Willesden. Deanery Synod would vote on how the money would be spent.</p> <p>Empowering Leadership presentation 13/14th November course. Subsidised by the Archdeacon. Growth Strategy.</p> <p>South Ruislip reinvigoration project- can inspire North side and parish.</p> <p>10th June meeting will be at St Paul’s Ruislip Manor</p>	DD
26.11	<p><u>Safeguarding</u></p> <p>SH reminding people of Safeguarding training completion .</p> <p>Holiday club policies being drawn up. DBS checks will be updated after the APCM once the PCC are elected.</p>	
26.12	<p><u>AOB</u></p> <p>PCC membership being assessed by Fr R. On Deanery Synod, we have 4 reps. Ruth Bitok has served her 3 year term. Three reps have only served one year so far. RB to move to PCC. On the PCC there are 8 members who have served their 4 year term. They now need to have a fallow year but can still serve on the sub-committees.</p>	

<p>The APCM can vote to change the rules on terms of office and abolish the need for a fallow year, if it is proposed by the PCC.</p> <p>Three officers whose terms have finished are to be co-opted to ensure smooth running of the PCC, the Treasurer, Secretary and Children's advocate.</p> <p>Fr R is linking PCC roles more specifically to people's skills in their work. He has approached 8 people and 4 have agreed to join so far, who are also confirmation candidates.</p> <p>PCC to vote at APCM to co-opt Treasurer, Secretary and Children's advocate.</p> <p>We can have 15 PCC members plus 3 co-opted plus 4 Deanery Synod reps, totalling 22.</p> <p>Forms for applying to join PCC will be at the back of Church on Palm Sunday</p> <p>JA said there is a Church Spring clean on Saturday 28th March at 10am. Volunteers needed.</p> <p>Fr R thanked all the PCC members for their hard work over the year.</p> <p>Closing Prayer led by Fr J.</p> <p>Meeting finished at 9.45pm</p> <p>Next meeting is the APCM on Monday 27th April at 7.30pm in the Hall.</p>	
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