

MINUTES OF THE ST MARTIN'S PCC MEETING
Saturday 20th September 2025 at 10am.
St Edmunds Church, Northwood.

Chaired by Fr Robert Chapman (FR)

Present: Fr Joe Grogan (FJ) Jacqueline Alderton (JA) Diane Bell (DB) Ruth Bitok (RB) Mary Coulthurst (MC) Danny Dartnail (DD) Mervyn Hogg (MH) Sarah Jacob (SJ) Judith Kaplan (JK) Deborah Nicholes (DN) Louise Ruston (LR) Peter Trott (PT) Catherine Tugnait (CT) Chris White (CW)	Apologies: Nicola Brazier (NB) Julien Chong (JC) Peter Golby (PG) Sue Hammond (SH) Viv Morris (VM) Miranda Reading (MR) Ken Wild (KW)
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	Fr Joe opened the meeting with a prayer Apologies were noted	Action Points
25.65	<u>Review/Approval of Minutes of 14th July 2025</u> Minutes were proposed by JK, seconded SJ. All present approved.	
25.66	<u>Matters arising</u> New sidespeople, Nicola and Tanya need PCC approval. Proposed SJ, seconded JA. All present approved .	
25.67	<u>Updates from Sub Committees</u> Mission Committee	

	Pastoral visiting handout circulated prepared by Fr Joe and JK. DN- emergency procedures , need debrief for volunteers. FJ- Have regular meetings quarterly. Signposting list for volunteers. Gill Dargue to be the contact in office hours, plus JK, clergy and Angela. Rota to be arranged and volunteers carry laminated cards with numbers. We are exploring worse case scenario but it is a joyful experience. SJ asked who the pastoral team are and it is clergy plus 8 volunteers. DN asked how we keep the clergy safe. They support each other. Any other feedback then let Fr Joe know. Propose to adopt with typo amendment. JK proposed, DN seconded. Approved. Fabric and Hall Committee No meeting recently. Chancel roof is the main focus. Leaks in the Hall roof are being addressed. New contracts drawn up for Hall hirers. Social Committee Tickets for sale for the Harvest Supper on 4th October. Sales are low- not sure why. Need suggestions for different events. St Martin's day volunteers needed on 11th November. Christmas Dinner at Browns on 12th December. Quiz in January with fish and chips. Carol service refreshments , Venue tbc. Suggested gazebo at church entrance. Finance Met at the beginning of September, minutes to be circulated. Chancel roof fundraising is live with generous donations coming in. Cost is £120k, grant for £30K. We have reserves of £60K as a contingency. Complex project that needs managing. Applied for time extension for grant from Diocese- JA spoken to them and confirmed this is ok. PT suggested that we could lend from our reserves and pay back over time as we fundraise. JA said that in the past we have had loans from parishioners. Siobhan is looking at other grants. CW is looking at widening the net to the community. Had donations from Sacred Heart parishioners. Gone in Town Crier and had good uptake. Need to update fundraising thermometer including gift aid receipts. CW to look at local fundraising RB said we could fundraise in the schools. Set up a new committee for fundraising LR suggested we link to scripture to raise awareness. FJ suggested we have a Sunday dedicated to volunteering promotion. June management accounts- we broke even with a £1K surplus and £8K gift aid. Insurance cost total. £6-7K surplus. Last year it was £30K as we had filming and Wyteleaf income. For the whole of 2025, confident we should achieve a £7-10K surplus. We should promote ourselves for filming and go on the register DD producing a budget for next year and it should be ready for approval by Nov PCC meeting. Deanery Synod Meeting due on October 8th. St Nicholas Hayes 7.30pm	DD CW DD FR
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	Then 10.6.26 and 7.10.26 FR to speak to Fr Peter re circulating dates	
25.68	<u>Safeguarding</u> SH organising PCC meeting on 17th November for group training and open to the parish. training from 7-8pm then shorter PCC meeting. If it works then repeat it for domestic abuse training. Advertise in the bulletin . Drop in did not happen but there will be one in October. FJ has received his DBS. Young church Rowena doing next 2 weeks but her DBS not cleared yet so need PCC volunteers to support her. CT doing 21.9.25 RB doing 28.9.25. Need more volunteers to help Vicky on an ongoing basis.	SH
25.69	<u>AOB</u> First Aid training from DN through St John's Ambulance. Need 20 people. Discussed having a defibrillator and British Heart Foundation take responsibility for it. FJ to investigate and apply. Closing Prayer Meeting finished at 11.35am. Next meeting Monday 17th November at 8pm in BEC room.	FJ