

**MINUTES OF THE ST MARTIN'S PCC MEETING**  
**Monday 19<sup>th</sup> January 2026 at 8pm.**  
*BEC Room.*

Chaired by Fr Robert Chapman (FrR)

<p><b>Present:</b>  Fr Joe Grogan (FrJ)  Jacqueline Alderton (JA)  Diane Bell (DB)  Ruth Bitok (RB)  Mary Coulthurst (MC)  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><b>Apologies:</b>  Nicola Brazier (NB)  Danny Dartnail (DD)  Judith Kaplan (JK)</p>
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	Fr Robert opened the meeting with a prayer Apologies were noted	Action Points
26.01	<b><u>Review/Approval of Minutes of 17<sup>th</sup> November 2025</u></b>  Amendment to the minutes for SJ attendance. Ruislip Trust discussion . Minutes were proposed by SH, seconded MR. All present approved.	
26.02	<b><u>Matters arising</u></b>  Clock- MH suggested we don't ask the Ruislip Trust as they have already contributed and are unlikely to do so again. CW exploring options. One company too far away and another is yet to reply. MH suggested contacting nearby churches for recommendations and to ask the Archdeacon/ Diocesan Advisory Committee. FrJ has emailed PG with 2 companies to explore from the C of E recommended list, Richard White Clocks and Time Assured. CW and PG to explore.	CW/PG

26.03	<p><b><u>AOB</u></b></p> <p>JA- Claim against St Martin's          Planning application for the CAB office site opposite the Church.          MH- Noticeboards.</p>	
26.04	<p><b><u>Updates from Sub Committees</u></b></p> <p><b>Mission Committee</b>          Meeting on Wednesday evening.          MH gives his apologies for that meeting .</p> <p><b>Fabric and Hall Committee</b>          No further update since the Standing Comm. Minutes.          Did bat survey last week, there is no evidence of them but there are access points across the whole roof so will resurvey May 26<sup>th</sup> before the building work starts.          MH said the second pillar from the Chancel arch has a missing chunk. PG said it was of no immediate concern and there are 3 affected by delamination. He will put it on his action list. Architects recommended 4 builders so PG will investigate.</p> <p><b>Social Committee</b>          70 tickets sold for the Quiz          Help needed on Saturday morning to set up furniture and later to clear it away.          Afternoon tea is postponed until August</p> <p>June 4<sup>th</sup> Corpus Christi, confirmations.          June 20<sup>th</sup> Priest ordinations – 250-350 people expected.          June 22<sup>nd</sup> FrJ first Mass plus reception.</p> <p>MR will circulate spreadsheets to the PCC with slots for helping. PCC members to recruit more helpers too.</p> <p>Patronal festival help is also needed. Bishop Peter Eagles officiating.</p> <p><b>Finance</b>          See circulated accounts and Finance meeting notes from Danny.          DD has done Dec accounts but just needs to make some adjustments.</p> <p>2024 Common Fund commitment was £47k plus we gave subsequent contribution of £10k to total £57k.          2025 We contributed £50k plus another contribution to be agreed.          2026 We have committed to £60k contribution.</p> <p>Propose an additional £12.5k for 2025 to total £62.5k          Proposed by JA, 2<sup>nd</sup> KW          Voted unanimously by PCC.</p> <p>A letter from Bishop Sarah thanking us has been circulated.          FrR said big thank you to Finance committee and DD in particular for all the effort on this. It is positive news.          Information is now up to date in accessible form. Software much better than previously. VM to pay the £12.5k.</p>	<p>PG</p> <p>MR          ALL          CW</p> <p>VM</p>

	<p><b>Deanery Synod</b></p> <p>Meeting on 11<sup>th</sup> February. Venue tbc. ( FrR to email Peter Mackenzie – Area Dean ) Topic is Evangelism and Grow Course led by Martin Eudon.</p> <p>10<sup>th</sup> June meeting will be at St Paul’s Ruislip Manor</p>	FrR
26.05	<p><b><u>Safeguarding</u></b></p> <p>No report. SH reminding people of Safeguarding training completion .</p> <p>Culture of Safeguarding. PCC involved in creating accessible and open space in Church life and being visible.</p> <p>SJ to create a PCC board with photos and roles after the APCM in April</p>	SH SJ
26.06	<p><b><u>AOB</u></b></p> <p>FrR showed visuals of a <u>planning application</u> affecting St Martin’s Approach Car park. Building 6 x 3 storey townhouses. Entrance moved nearer to Eastcote Rd. Will lose spaces but more will be created at Winston Churchill Hall.</p> <p>Car parking is an issue.</p> <p>Some personal objections have been lodged but should we send an objection from St Martin’s PCC ?</p> <p>Consultation ends on Friday 23<sup>rd</sup> January 2026.</p> <p>Petition for council meeting.</p> <p>PCC decided to object. SH expressed the need for more housing in Ruislip. It was agreed that more housing was needed but this proposal will have a dangerous new entrance, is in a conservation area and St Martin’s will be affected with weddings, funerals etc</p> <p>MH to help compile the objection letter based on the personal one that he lodged.</p> <p>JA to approach Cllr Peter Smallwood to become involved.</p> <p><u>Insurance claim</u> from woman who tripped 3 years ago. We have been told nothing by insurers and no claim has been served yet. Their solicitors are reviewing the file. JA needs to see proceedings before commenting.</p> <p><u>Noticeboards</u> – Need to be up to date and informative.</p> <p>CW and DD doing a social media campaign but boards have not been updated. Space for 8 x A4 sheets on each noticeboard.</p> <p>MH and Gill to remedy this , co-ordinated through the Mission Committee. Need to replace decaying Noticeboards, Gill to look at options. Only need a Schedule B as it is replacing like for like.</p> <p>SH suggested that we need a system of updating to be established before we invest in new boards.</p>	MH/FrR JA MH

CW setting up a new Comms group in a few months to do social media, noticeboards, mailouts etc. Also proposed to obtain a screw on overlay for the main sign with new info.

Pews.

Update on those removed for disabled access. Initial feedback very positive and so trial it for the full 6 months.

Appointment of Ministers and Servers.

Tuesday and Friday lunchtime Masses.

Servers – Jodie Edmunds and Shirley Woods both from 11.15am Mass

Eucharistic ministers. Propose Alex Chapman as he is licenced for Durham Cathedral Eucharistic and happy to do it on an Ad hoc basis at St Martin's.

JA proposed, DN seconded. Agreed by committee.

Diane May is now on the rota and discussions are taking place with Dawid Ventner.

Closing Prayer

Meeting finished at 9.15pm

Next meeting Monday 16<sup>th</sup> March 2026 at 8pm in BEC room.