

CROFT YARPOLE & LUCTON PCC MEETING
Minutes
9th January 2025 at 7.15 pm: St Leonards

	<i>Mins</i>
1	Welcome & Opening Prayer Chair: Gordon Ewing Apologies: Sandra Ewing: Ruth Elphick, Morwenna Lloyd
2	Discussion: Responsibilities to be addressed after ACPM when new Secretary to be found. Splitting the tasks / Job Sharing might be the way forward. Action: <i>Val</i> to write Parishioner article seeking help - done
3	Minutes of previous meeting - approved Matters Arising: <ol style="list-style-type: none"> 1. Oliver <ol style="list-style-type: none"> 1. Investigate and if possible effect PCC Shed repair : Ollie confirmed that a new roof is required. Action: <i>Richard</i> to try and source new roof and lead the fixing tasks 2. Is faculty required for meter installation at Croft from SSE – Matthew said no since we are fitting a new one to replace the old one hence not required. 2. Oliver & Matthew <ol style="list-style-type: none"> 1. Find list of burial plot reservations – Sue listed 3 : Steventon, Bowkett and Price. David knows the specific locations. 3. Oliver & Richard <ol style="list-style-type: none"> 1. Take old folding chairs up to Croft – Done. Actions : <i>Jane</i> will identify chairs at croft which need replacing <i>Oliver /Richard</i> will dispose of remainder which can be disposed either to St Michaels or to the tip. 4. Jane 5. Mathew <ol style="list-style-type: none"> 1. Update from Stephen Challoner on Licence to Occupy: No progress 2. Earl Mortimer liaison update – Action: <i>Matthew</i> to get a date for this and Ian Mortimer visit 3. Ian Mortimer visit update-- see above 4. Update on discussion re diocesan strategy – nothing to report 6. Richard 7. David

1. Removal of hydrangeas from Burial Ground – done

8. All

9. Sue

1. Talk to Barry about wall murals :
Barry has produced computer images of the banners which were shared at the meeting and commended. The proposal is that these are printed in the same way as the hanging posters and then fixed on a screen for which Barry has provided a design. Barry got a quote from Barringtons for £178+_vat to produce the posters plus frame costs, there is a grant pending from the shop.
PCC approved spending this money and going forward with the project.
Proposed : Gordon Ewing Seconded: Jane Higgins

Action: Gordon will talk to Men's Shed re frame construction noting that Richard has wood from old pew backs that might be suitable for this use.

10. Ruth

11. Sandy/Gordon

12. Rose

1. Investigate Banners made up on basis of card – no action on this but thanks to Carol Clare and Mike Norris there is progress towards getting a display of Churchyard burial plots (cross referenced to graves listed in folder on bier) for hanging on wall above the bier. Thanks to Carol and Mike for their work and diligence in this and donation of copies of the churchyard ground, Carol to be re-imbursed £20 for large, laminated plan. The PCC will arranging subsequent framing of these maps
It was noted that if the same is done for the Burial Ground a date should be included on the displayed map or a note put with the folder and any new entries there noted to not be on map.
Project approved : Proposed : Jane Higgins Seconded: Val Ainsworth

2. Spiritual banners :

Action : Jane, Ollie and Sandy to meet up within the next month to follow through on spiritual banners.

3. Follow up with shop re churchyard maintenance contributions

Action : Rose to contact John Pitts

4. Parishioner article re Churchyard Maintenance –

Action : Rose will write this for March Parishioner when new arrangements for Burial Ground Maintenance plan is confirmed.

13. Unallocated

1. Production of a Service in Progress notice –

Action : Gordon will produce a laminated notice and get metallic clips so a sign can be affixed to the door when required

2. Repair of bench in Garden of Remembrance – it is the one on the west side of the Bell Tower – just needs a dowel rod

Action: *Val* to ask Steve Hart

3. Approaching local schools to see if they wish to produce posters for our walls

Action: *Val & Matthew* to approach local schools to see if their pupils would like to produce posters aligned to seasonal scenes/' parables from the Bible, time limited display. Val to do Lucton and Wigmore and Matthew to do Earl Mortimer

Decisions

- 4
 1. **Burial Ground Maintenance** (across the road, not Churchyard Maintenance)
Hi Trees are ceasing their grounds maintenance service with immediate effect. Rose has contacted Kevin Davies who is interested in taking on this work.

ACTION : *Rose and David* to meet Kevin at the Burial ground towards the end of the month to discuss work required and get costings. Rose will share this with the Parish Council who fund 75% of the cost./.
 2. **Easter Plans:** Easter Sunday is 20th April.
 1. Sunday 9.30 or 11, **Matthew** will advise on fit with rota.
 2. Lay led meditation on Good Friday morning in Yarpole
 3. 6.30 at Croft on Easter Saturday**Action Jane** will get NT to publicise
 3. **ACPM date**
May 11th 3pm to be combined with Celtic Worship instead of 3rd Sunday that month, then ACPM and then tea and cake
 4. **Communication procedures**
 - i. If service cancelled it could be notified on the Community Whatsapp group
 - ii. Communication with organists.
Sue Russell and Val work together but need to know well in advance of any extra services and the hymns required. Extra services would be advised asap and hymns for 4th at least a week in advance..

Action : Jane and Ollie.

Discussions

- 5
 1. **Quinquennial Inspection outcome** – report not yet received
 2. **State of the Vestry.** – needs a clearout and tidy up

Action: *Gordon* will clear the Vestry before next PCC meeting so anything that needs to be kept needs to be tagged within the next week

3. **2025 4th Sundays**

Plans : Jan ; Rosie this month
Feb : Ollie

Action : Rose to send Jane contact details for other candidates

4. **2025 Café Church Plan**

Café Church restarts on 27th Jan on 2nd and 4th Mondays 7.30-8.30 with a 4 session study of the Book of Daniel (www.burningheart.org). There will then be 2 more slots before Easter which Rose has suggestions to make to the group. After Easter the group plans to continue with an exploration of Prayer – again from burningheart.org.

Matthew is interested in running a Bible course and this could be at Yarpole

Action: Matthew will circulate details and proposal for this course

5. **Feedback from Christmas events**

1. Positive feedback on this years Nine Lessons with Birchpoles singing Carols rather than special pieces
2. Christmas Events next year to include
 - Christmas Carols at Croft
 - Crib Festival (end of November, Advent Sunday) followed by a Christingle etc
 - Letter from PC to invite King Charles to do his Christmas message from here (Gordon)
 - Christmas card tree
 - Carol singing round the village
 - Carols round the Tree

Reports

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1. **Diocese/Deanery Activity** – Matthew

1. Meeting on Deanery action plan, progress not known yet
2. Deanery Youth worker has started and many come out to us
3. Matthew has visited Janet Chitham and has a picture to be submitted to the Parishioner

2. **Treasurers Report**

Accounts attached.

Motion to grant Sue Russell, the organist honorarium and money to the flower ladies.

Proposed: Gordon Ewing Seconded Richard Fletcher

Sue has set up an annual payment to historic Churches but we will review this when it comes round again next November.

3. **Church Wardens Report** – see attached

Heat gun for the weeds is now in the Bell Tower – has worked well

Proposed Storage Shed – planning permission has applied for and as soon as it is granted Ollie can apply for the faculty

MOTION:

St. Leonards PCC agrees that a storage shed be erected on the existing slab to the West of the church.

Proposed Oliver Elphick Seconded Rose Jenkins. : Passed

There are Stained Glass windows in Croft cupboard just propped against the wall– could they be displayed in some way ?

Action Jane to check history of them with Morwenna

4. St. Leonard’s Management

1. request from SLM for support funding from PCC to adapt existing church doors to make them automatic. Quoted estimates received to be around £5,000- SLM has requested support from the PCC and the shop as project is of mutual benefit.

Option B will work within faculty. It is hoped that some grants will be available and a contribution .

Advisory £1000 to be made available subject to grants and eventual bill

Prop: Matthew Burns Seconded Rose Jenkins

2. Parish Hall are leading on project to source permanent storage at the back of the parish hall.
3. Notice Boards up Church pathway are now unusable due to missing Perspex and disintegration of surface face

Action: Gordon to resolve this with SLM

14. Croft Chapel Update

Croft Chapel Floor Stephen Challoner aware that we need advice as to what to do next. Need to look at last quinquennial report.

Action: Jane to put her proposal re temporary fix into a report for next PCC meeting
Jane to progress production of a guide book for Croft

15. Safeguarding report

All PCC Members to attend Safeguarding training. Dates set as Thursday February 6th at 2.30 p.m. or Thursday February 13th at 7pm

Action: Jane and Val to run the Safeguarding training sessions

16. Joint Council report – nothing to report

7 Any Other Business Correspondence & Forthcoming Events

Rose had a meeting with Luston Methodists re joint activity – we could go to them for a 4th Sunday service?

All documentation re Wilde burial plots now with Chancellor for approval.

Action: Rose to chase up the payment with the Solicitor. I have done that this morning and here is their reply:

“The faculty petition fee has been paid to the Registry.

The payment to the PCC for churchyard maintenance only comes into play once the Faculty is authorised by the Chancellor and issued by me. It is a condition of the faculty that £200 should be paid to the parish at that point.”

8 **Notification of Forthcoming meetings/ events**

PCC Meetings : March: 6th.

4th Sundays

Action : Jane

will develop 4th Sundays list

Be Still (1st Weds in the month 5.30-6pm)

8th Jan – Rose

5th Feb – Ollie

5th March – Sandy & Gordon

2nd April – Rose

7th May – Ollie

4th June – Sandy & Gordon

Appendix 1 : Church Wardens Report

Oliver – churchwarden report 9th Jan 2025

Quinquennial inspection happened – report awaited: it takes three months. The inspector pointed out various slipped tiles on the bell tower and the church. Grade 1 listed, so this means expensive repairs.

The garden shed needs a new roof. The felt has failed and allowed rain to soak the chipboard roof. It is probably unsafe to put anyone's weight on that chipboard just to renew the felt. No response from the diocese on various queries:

- proposed action on Croft floor etc
 - agreement with SLM
 - whether a faculty is needed to put an opener on the outer doors
- The new storage shed needs a faculty but first it needs planning permission. Waiting on news of that before applying for a faculty.

The key for the exit door near the organ disappeared. I suggest this be left unlocked but bolted, since, if it is ever needed as an emergency exit, we should not be searching for a key. Whoever locks up ought to check that it is bolted. I used a heat gun on weeds in the paving in front of the church. It appears to have been effective, but time will tell whether they grow up again. There is more to do and the heat gun and cable are in the bell tower in the cubby hole where the electricity distribution board is, should anyone else fancy having a go. I shall take the gun away when we leave.

The time of the Celtic Evening Prayer should go back to 4:30 in April, after the clocks have changed. Richard and I took a number of the old chairs up to Croft. More remain and need to be disposed of.

I shall cease being churchwarden at the annual meeting.
Ruth and I will not continue on the PCC.

Appendix 2: November and December Accounts

Nov-24					
CCLA	Charities Deposit Fund	Pierrepont Ecclesiastical			£ 105.90
CCLA	Charities Deposit Fund	PCC Yarpole			£ 53,178.87
	CBF	Bell Tower Fund			£ 2,850.22
CAF	CAF Bank	Croft with Yarpole and Lucton		Reconciled	£ 28,818.99
			General Funds		£ 17,448.02
	As at end Nov 24	Restricted Funds	Cupola		£ 193.37
	As at end Nov 24	Designated Funds	Cupola		£ 3,890.27
	As at end Nov 24		Parishioner		£ 4,096.93
	As at end Nov 24		Burial Ground		£ 2,605.40
	As at end Nov 24		Chancel		£ 585.00
	As at end NOv 24		Reconciled		£ 28,818.99
Income	Parish Giving	£ 380.14	Expenditure	Parish Offer	£ -
	Regular Givers	£ 455.00		Team Ministry	£ 134.17
	Sum up	£ 35.58		Yarpole Exp	£ 4.95
	Yarpole Collection	£ 52.00		Croft Exp	£ -
	Yarpole Wall Boxes	£ -		A/c Fee	£ 5.00
	Tithe Income	£ -		Croft Insurance	£ 122.43
	Croft Collection	£ -		Croft Elec	£ -
	Croft Wall Box	£ 157.50		SLM	£ 420.00
	GWD box at Croft	£ 304.03		Donations	£ 30.00
	Elect from Croft Castle	£ -		Third Party Funds	£ -
	HMRC	£ 92.54		Fete	£ -
	Fundraising	£ 257.60		Burial Ground	£ 1,577.00
	Contra to SLM	£ -		Contra to SLM	£ -
	Legacy/interest	£ -		Flower Fund	£ -
	Assigned Fees	£ -		Croft	£ -
	Third Party Funds	£ -		Parishioner	£ 323.00
	B Ground	£ 200.00		Legacy	£ -
	Fete and Flowers	£ -			£ -
	Parishioner	£ 245.33			£ -
	Fund Raising Croft Res				£ -
	Fund Raising Croft Designated	£ 153.85			

	Interest	£ 15.89			
	Total	£ 2,349.46			£ 2,616.55

Dec-24					
CCLA	Charities Deposit Fund	Pierrepont Ecclesiastical			£ 107.16
CCLA	Charities Deposit Fund	PCC Yarpole			£ 53,847.81
	CBF	Bell Tower Fund			£ 2,886.07
CAF	CAF Bank	Croft with Yarpole and Lucton		Reconciled	£ 28,918.03
			General Funds	£ 15,909.21	
	As at end Dec 24	Restricted Funds	Cupola	£ 193.37	
	As at end Dec 24	Designated Funds	Cupola	£ 3,939.12	
	As at end Dec 24		Parishioner	£ 4,096.93	
	As at end Dec 24		Burial Ground	£ 4,194.40	
	As at end Dec 24		Chancel	£ 585.00	
	As at end Dec 24		Reconciled	£ 28,918.03	

Income	Parish Giving	£ 405.14	Expenditure	Parish Offer	£ 2,000.00
	Regular Givers	£ 105.00		Team Ministry	£ 134.17
	Sum up	£ 36.58		Yarpole Exp	£ 5.58
	Yarpole Collection	£ 151.70		Croft Exp	£ 206.33
	Yarpole Wall Boxes	£ 70.40		A/c Fee	£ 5.00
	Tithe Income	£ -		Croft Insurance	£ 122.43
	Croft Collection	£ -		Croft Elec	£ -
	Croft Wall Box	£ -		SLM	£ 420.00
	GWD box at Croft	£ 146.55		Donations	£ 30.00
	Elect from Croft Castle	£ -		Third Party Funds	£ -
	HMRC	£ 98.79		Fete	£ -
	Fundraising	£ 100.00		Burial Ground	£ -
	Contra to SLM	£ -		Contra to SLM	£ -
	Legacy/interest	£ -		Flower Fund	£ -
	Assigned Fees	£ 256.00		Croft	£ -
	Third Party Funds	£ -		Parishioner	£ -
	B Ground	£ 1,589.00		Legacy	£ -
	Fete and Flowers	£ -			£ -
	Parishioner	£ -			£ -
	Fund Raising Croft Res				£ -
	Fund Raising Croft Designated	£ 48.85			
	Interest	£ 14.54			
	Total	£ 3,022.55			£ 2,923.51