

CROFT YARPOLE & LUCTON PCC MEETING Minutes

6th November 2025 at 7.15 pm: St Leonards

1	<p>Welcome & Opening Prayer Chair: Matthew Burns</p> <p>As minister of the church, the “Resident” Chair of the PCC is MB (or WT-P).</p> <p>Apologies: Sandy & Gordon Ewing, Val Ainsworth</p> <p>Present: Matthew Burns, Anna Morley, Richard Fletcher, Sue Smith, David Nightingale, Miriam Graham, Jane Higgins, Caroline Seaman.</p>
2	<p>Discussion. A prayer by Matthew.</p> <p>“Leonard Hermit” commemorated today; his death being in 559. Patron saint of prisoners, farmers and women in labour.</p>
3	<p>Minutes of previous meeting approved</p> <p>Matters Arising:</p> <p>Charities being supported this year include The Children’s Society & Young Carers (Carols Around the Tree & Christingle), Little Princess Trust (Christmas card tree), Mines Advisory Group (MAG) – 6th December, table top sale of new items.</p> <p>Organ repair necessary as the pedals are connected, but not working properly.</p> <p>The Christmas trees are stored on the gallery landing.</p> <p>Scaffold, chairs, tables and newspaper stand are cluttering the chancel. Parishoners are becoming increasingly upset by this. SS & VA need to store the cribs in the vestry, but the shop stock is in there. The church is not a storage facility!</p> <p>The new shed will painted sage green, the same as the current one.</p>
<p>Decisions</p>	
4	<p>AM will arrange for a box to be placed in the church to receive items for MAG</p> <p>MB will obtain quotes for the organ from Nicholsons and Gary Owens, of Eaton Bishop</p> <p>AM & JH to add their names to the Mary & Joseph rota</p> <p>Scaffold to be moved to Chris Howells storage under Tudor House</p> <p>AM will arrange for the blue chairs to be temporarily stored in her garage, until they can be sold. The tables will be moved into the current shed after “Tasty Tuesday” on the 11.11.25.</p> <p>RF will enquire about another 40 chairs that are believed to be stored in Norman Taylor’s shed.</p> <p>The Men’s Shed will put up the new shed</p>
<p>Discussions</p>	
5	<p>Internment of ashes into a burial plot; decision on hold. The inquirer wishes to erect a headstone rather than a plaque.</p> <p>MB to contact the Archdeacon for advice due to the lack of space in the burial ground – 73 plots remaining.</p> <p>“A Management of Memorials” training course deemed too expensive and would have legal implications meaning we could be liable if there are any issues, so no thanks!</p> <p>“Be Still” – Rose happy to continue organising this, but would like more volunteers. Matthew and William will do one each, a year. JH asked if it has to be a Wednesday (she could do Thurs/Fri)? Friday not seen by others as practical.</p> <p>SS asked that we organise a “rolling calendar” of extra services. Also, who’s responsible for service sheets and the collection? AM to discuss with the Team Office. In addition, AM & JH will liase re. entries in the Parishoner.</p> <p>Rose Jenkins arranges “A church near you”.</p> <p>The last meeting was very rushed. GE put himself forward as permanent Chair, however SLM & PCC involvement is a conflict of interest and anyhow, as stated above, the “Resident” Chair of the PCC is MB and can delegate. MB checked the rules. JH, as a lay member, appointed as Vice-Chair of the PCC. Proposed by AM, seconded by MG.</p> <p>SS quoted from a SLM document, dated May 2024, stating that “A SLM trustee not on the PCC, is not acceptable to the SLM”, hence GE being co-opted onto the PCC, to cover SLM, under our present insurance. The PCC insurance policy is an ecclesiastical one, so SLM is not covered. SLM pay for the insurance and the policy covers the PCC and authorised users of the PCC. Tim Ware is covered to carry out work, as confirmed by Sam Pratley, the Diocesan Secretary for business side.</p> <p>JH to be the contact for insurance purposes.</p> <p>SE is to step down as the PCC rep to SLM. Who will take over this role, as the PCC should have a rep on SLM?</p> <p>Croft Church floor is damaged. JH asked if a printed lino flooring could be installed, similar to the hangings in St. Leonard’s</p> <p>RF to follow up and cost it.</p> <p>Collection plate to be handed around at “special” services or when there are new/larger congregations. The donations on the “machine” don’t go in the register, so when recorded on the form, it appears like collections are down. MB says that as long as the clergy are aware of this. MB will notify Synod.</p>

6Reports **SS** read Treasurers report, which will be sent separately
JH read VA's Safeguarding report:
 "The two Safeguarding Officers for the PCC have completed their compulsory update of training via the Diocese of Hereford. Both Jane and Val are highly trained in their individual professional capacities, but are obliged to do the training via the Diocese.
 With regard to training, it is now mandatory for all members of the PCC to be trained in Safeguarding. Val and Jane are qualified to do this training for PCC members.
 Please would you declare if you have not been trained. Send your email addresses to Val and she will circulate to you possible dates and times when this can be done. It cannot be left in abeyance. It takes about an hour."
JH reported that there had been no safeguarding issues raised
MB completed the Parish Safeguarding dashboard, on-line, by asking various questions of the PCC.
JH offered a once/month drop in session

Updates

7 **Any Other Business Correspondence & Forthcoming Events**
AM will organise readers for 9 Lessons and Carols; JH, VA & CS offered to read on 14.12.25.
WT-P will preside over the Christingle service.
SS will make the Christingles.
AM will forward forthcoming events to The Parishoner.
MB & WP-T will run a Lent course, in the Gallery Cafe; afternoon and evening options.
 Cafe Church – should this pause during Lent? Mondays?
 The Triennial inspection will take place at Croft Church on 12th November 2025. AM & Keith Smith will be on hand.
 DN presented a donated sculptured head of St. Leonard, from Carol Hatton. TBD next meeting.
RF will prepare the mulled wine for "Carols Around the Tree"
RF as Joint Council rep, was notified by the diocese on 31st October, of a data breach.
 There is a National Audit due in 2027; the Diocese prefers all those on the PCC, to be DBS checked. Our DBS verifier is Ceri Hibbert from The Forbury, Leominster.
RF needs to do Safeguarding training.
AOB: JH reported that the returned, stolen finial from Croft Church, is in the vestry and will be reinstated in Croft Church.

8 **Notification of Forthcoming meetings/ events**
PCC Meetings Jan 8th, March: 5th

4th Sundays

23.11.25	9:30am - Croft Church
"Be Still"	
3.12.25	5:30pm – St Leonards - Jeanette Kinsey
7.1.26.	" " - Rose Jenkins