

ST. LEONARD'S CHURCH GLAPTHORN
Minutes of Parochial Church Council Meeting
Tuesday 11th February 2025, at 7 p.m., at Church Cottage.

Present:	
Rev. Stephen Webster	Tricia Newton
Ursula Wide	Sonya Moss
Sid Charlton	Anne Cashmore

Agenda Item	Content	Who
02/25.01	<p>Opening Prayers:</p> <p>The meeting opened with prayers led by Stephen.</p>	
02/25.02	<p>Apologies:</p> <p>Brigitte Hilton, Philip Hilton, Richard Stark, Tracey Kerr, Penny Reading, Annabel Copeland.</p>	
02/25.03	<p>Minutes of the P.C.C. meeting dated 26th November 2024</p> <p>Previously agreed by email and signed as approved, by Sid Charlton.</p>	
02/25.04	<p>Matters Arising from the Minutes of 26th November 2024:</p> <p>The following items have been completed:</p> <ul style="list-style-type: none"> • <u>03/24.07 QR codes for donations</u> - the proposal from Philip to put in place a "Give a Little" account (arranged through Parish Giving) was seconded by Ursula and all present voted in favour. The proposal from Philip to have a "Sum-Up" account was seconded by Anne and all present voted in favour. (see attached appendix for more details on the proposal). <i>Philip was asked to clarify with the Gift Aid Officer how Gift Aid is collected.</i> • <u>11/24.57 Churchyard Plan – Interment of ashes by the wall and power cable</u> – Crowsons are aware of the positioning of the cable, and other undertakers will be briefed as required. 	<p>Completed</p> <p>PH</p>

	<ul style="list-style-type: none"> • <u>11/24.57 Church Matters Lead Roof repairs</u> – Anne has spoken to Northamptonshire Historic Churches Trust regarding their pledge of £5,000 for church roof repairs, based on the original quote and repair that was subsequently changed. As expected, they have thanked us for letting them know of the changes, and suggested we reapply for a grant when we have a firm plan and timescale in place for the permanent roof repair. <p>One item is carried forward:</p> <ul style="list-style-type: none"> • <u>10/22.05 Assessment of unsafe kerbstones and uneven flagstones at front of church</u> – Brigitte will ask a local builder to repair uneven flagstones; unsafe kerbstones will be moved to the side of the wall and photos and notes taken and kept with burial book in the safe, in case of any future queries. <p><u>New Items from 26th November meeting:</u></p> <ul style="list-style-type: none"> • <u>11/24.57 Church roof repairs</u> - Isolated leaks are still occurring and being monitored. The South Aisle is the most vulnerable place for leaks and needs to be repaired as soon as it is practical to do so. Ursula has written to the architect regarding what longer term/permanent repair will be needed, but no response has been received as yet – <i>still no response.</i> <i>The current leaks are largely contained but there are still some near the South door. Stephen will contact the vicar at St. John’s Church, Corby, to discuss the temporary repair that has been done there.</i> • <u>11/24.57 Training</u> - Ursula will run some sessions (probably in January) for anyone who is interested on the PCC, in the workings of the church e.g. lights, heating, alarm, audio, keys, serving at Communion etc. This will help to reduce the reliance on one person – <i>Anne and Richard attended a training session in December. Sid has expressed an interest in refresher training. Anyone else interested should contact Ursula.</i> • <u>11/24.57 Churchyard Plan</u> - Sid shared the updated plan to date and Stephen will make enquiries as to whether any faculties exist in relation to the plan. • <u>11/24.62 Health and Safety</u> - Tracey has updated the risk assessment - there are a few outstanding actions regarding fixed and portable appliances and fire extinguisher checks - Ursula will liaise with Brigitte • <u>11/24.63 Social</u> – <i>see agenda item below</i> 	<p>Completed</p> <p>Completed</p> <p>BH</p> <p>UW</p> <p>SW</p> <p>SC and all</p> <p>SW</p> <p>TK/UW/BH</p> <p>On agenda</p>
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02/25.05	<p>Church Matters:</p> <ul style="list-style-type: none"> • <u>Altar cloths and minor repairs</u> – Helen Charlton has kindly offered to look at this and Ursula will follow up with her. • <u>Churchyard Plan</u> – at the last meeting, the PCC resolved that any future expression of wishes to be buried in a specific plot, should be kept in the book in the safe, so that a record can be passed on to future vicars and PCC members. At this meeting, it was also agreed that every application for a specific burial plot will be considered on its own merits, but preference will be given to those with the strongest connection to Glapthorn. • <u>Electoral roll</u> – this has to be redone every six years i.e. in 2025, effective from 1st May 2025. In accordance with the rules, advance notification of this new roll will be placed on the church noticeboard no later than 14th April, and Tricia will make contact with those needing to complete a form within the required timescale. • <u>AVM and APCM</u> – These will be held on the 1st May to elect Churchwarden and PCC members. Anne will advertise the meetings. PCC members were asked to note that there are some new requirements this year, namely to sign a Member Trustee Eligibility Declaration and an HMRC Fit and Proper Person Declaration. • <u>Energy Footprint Tool 2024</u> – this gives each church an understanding of its carbon footprint and is a method for tracking progress towards reducing a church carbon footprint. • <u>Church Land</u> – Ursula notified the PCC that she is Administrator and Trustee of the Church Land (allotments). The Vicar is the other Trustee. £900 p.a. rent is received, out of which the insurance is paid, but the remaining amount goes to St. Leonard’s. • <u>Annual Return</u> – Ursula has completed this, which is required by the Charity Commission. • <u>Churchwardens</u> – Another churchwarden is sought, to help with the existing workload and ensure cover. Applicants do not currently have to be on the PCC. Anyone interested should discuss with Stephen or Ursula. 	<p>UW</p> <p>PN</p> <p>AEC</p> <p>RS to complete for St. Leonard’s</p> <p>All</p>
02/25.06	<p>Vicar’s Report and Services:</p> <ul style="list-style-type: none"> • The recent Baptism was celebrated on 9th February and those baptised received a Bible and a Church guide. Together these cost £21 for each person and it was proposed by Ursula and agreed by all present, that these should be funded by St Leonard’s for this, and any future, baptisms. On this occasion, St Peter’s will pay the invoice and St Leonard’s will make the equivalent donation to St Peter’s. Tricia was thanked for making 	<p>RS</p>

	<p>cakes for the occasion.</p> <ul style="list-style-type: none"> • Future Services: <ul style="list-style-type: none"> - Wednesday 5th March Ash Wednesday – there will be a 10 am Book of Common Prayer Holy Communion Service. - Sunday 30th March Mothering Sunday – this will be a family service (rather than Pilgrim Group) and Stephen and Annabel will “advertise” at the School and endeavour to include local families in the design of the service. Ursula will ask Brigitte to organise the flower posies. - Sunday 13th April Palm Sunday – service at 9.15 am. - Friday 18th April Good Friday – service at 6 pm. - Sunday 20th April Easter Day – Holy Communion service at 9.15 am - Sunday 17th August Summer Songs of Praise – 6 pm service (no other service that day) - Sunday 21st September Harvest Festival – 11.15 am service followed by auction of produce and “bring and share” lunch at the Village Hall. 	<p>SW/AC</p> <p>UW/BH</p>
02/25.07	<p>Treasurer’s Report:</p> <ul style="list-style-type: none"> • The total cash balance at the end of January was £36,763 plus monies recently received from the church land rent. • Ms Carrie Ann Gates will be asked to independently examine the accounts, as per last year. 	<p>RS</p> <p>UW</p>
02/25.08	<p>Safeguarding Report:</p> <ul style="list-style-type: none"> • The PCC has details of the link to the Church of England safeguarding e-manual • PCC members who have not done their safeguarding training are encouraged to do so online or at a face-to-face session. Details of the next face-to-face session have been circulated – Thursday 27th February at Aldwinckle Village Hall. 	<p>SC/LF</p> <p>AC to remind PCC and request other dates.</p>
02/25.09	<p>Deanery Synod Report:</p> <ul style="list-style-type: none"> • The Ministers’ Conference was held on 18th December. The “keynote speech” had been given by the new Bishop, Debbie Sellin, who had stood in at short notice and her speech was very well received. At the conference, the resignation of the Archbishop of Canterbury was referred to, but not discussed in any detail. <p>It was reported that 2025 would be “The Year of Prayer” and also “The Year of Rural Ministry”.</p> <ul style="list-style-type: none"> • Eddie Smith, the Rural Dean will hold a meeting of the Deanery Mission and Pastoral Committee in early 2025. 	<p>PH</p>

	<ul style="list-style-type: none"> Eddie reported briefly on a project with C2C Social Action, which works with individuals at any stage of the criminal justice system across Northamptonshire. The project was looking at how ex-offenders might engage with church congregations. The next Deanery Synod will be on 26th February 2025 at St. Andrew's Church, Barnwell, 7 pm for 7.30 pm start. 	SC to attend
02/25.10	<p>Health and Safety Report:</p> <ul style="list-style-type: none"> There have been no recorded accidents since the 26th November 2024 P.C.C. meeting. 	TK
02/25.11	<p>Social Committee Report:</p> <ul style="list-style-type: none"> <u>Tearfund Quiz</u> – Awaiting confirmation of the date for 2025. <u>This Is My Theatre</u> – Sid will confirm with TMT that the PCC does not want to pursue for this year. <u>Ceilidh</u> – the date for this is governed by the availability of the band. Sid will continue to liaise with Tansor over this. <u>Bluebell Teas</u> – Bank Holiday Monday 5th May is the designated national day for local VE Day Celebrations. The Parish Council are discussing this at their next February meeting. However, in view of this, the PCC decided that Bluebell Teas should move to the afternoon of Saturday 3rd May for 2025. Anne will book the Village Hall for Bluebell Teas 1.00-5.30 pm and Harvest Festival lunch 10.30-2.30 pm 	SC SC SC SC AC
02/25.12	<p>Any Other Business:</p> <ul style="list-style-type: none"> Tricia and Mike Newton would like to thank the PCC for all their support and prayers over the last six months, which has greatly helped them at this very difficult time. 	
02/25.13	<p>Date of next P.C.C. meeting:</p> <p>Mid-April – there will be a PCC meeting to approve the draft accounts.</p> <p>1st May 2025 the Annual Vestry Meeting will be held in Church, at 19.00, and will be followed by the Annual Parochial Church Meeting and a short PCC meeting.</p> <p>The meeting closed with prayer at 21.00</p>	