

ST. LEONARD'S CHURCH GLAPTHORN
Minutes of Parochial Church Council Meeting
Tuesday 18th June 2024.

Present:	
Rev. Stephen Webster	Philip Hilton
Ursula Wide	Brigitte Hilton
Penny Reading	Anne Cashmore
Tricia Newton	Richard Stark (part of meeting)
Sonya Moss	

Agenda Item	Content	Who
06/24.27	<p>Opening Prayers:</p> <p>The meeting opened with prayers led by Stephen.</p>	
06/24.28	<p>Apologies/absence:</p> <p>Sid Charlton, Annabel Copeland, Tracey Kerr.</p>	
06/24.29	<p>Minutes of the P.C.C. meeting dated 2nd May 2024 and the Extraordinary P.C.C meeting dated 3rd June 2024</p> <p>Previously agreed by email and both signed as approved, by Stephen Webster.</p>	
06/24.30	<p>Matters Arising from the Minutes of 2nd May 2024:</p> <p>A number of items are 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. • <u>10/22.06 Intercession Prayer guidelines</u> 	<p>BH</p> <p>SW</p>

	<ul style="list-style-type: none"> • <u>03/24.07 Parish Giving</u> – Philip has drafted a letter to go to all of the congregation to encourage them to join this scheme. It was agreed that this letter should be signed by Sid as Chair, on behalf of the P.C.C. Philip will circulate his draft to the P.C.C. • <u>03/24.07 QR codes for donations</u> – Philip explained that the platform for this is free, with there being a 1.1% transaction fee on each donation. In terms of a card reader for events, the cost of purchase is £20 and then there is a 1.1% transaction fee on top. Both of these were agreed in principle and Philip will now put together a formal proposal for ratification. <p><u>New Items from 2nd May meeting:</u></p> <ul style="list-style-type: none"> • <u>05/24.18 New Lighting System</u> – Anne has written to the Laing Family Trust to update them on the lack of funding received for the lighting project and asking them to consider switching their pledge to the Church Lead Roof Repair funds – no response to date. • <u>05/24.18 Update to go in village newsletter about roof repairs and lighting project</u> • <u>05/24.20 Separate account to be set up for fundraising monies</u> – Richard has applied to Nat West for a Liquidity Manager 35 Day Notice Account (current Annual Equivalent Rate 3.25% gross) and is awaiting a response from them. • <u>05/24.23 – Events Risk Assessment</u> 	<p>PH</p> <p>PH</p> <p>AEC</p> <p>Done</p> <p>RS</p> <p>Done</p>
06/24.31	<p>Church Matters:</p> <p><u>Funding for lead roof repairs</u></p> <ul style="list-style-type: none"> • A response from the Diocesan Advisory Committee (D.A.C.) has been received (10th June) in response to the P.C.C. submitting a proposal for the lead roof repairs – temporary and permanent. • Temporary Works – whilst the DAC felt the cost of temporary repairs at £2,187.83 is a good price, they recommended the use of a Code 7 lead patch repair and not lead mastic, and also recommended that lead weights are detailed on the quote. In addition, having liaised with the D.A.C. Bat Advisor, they recommended the P.C.C. undertake a bat check before any works commence. • Permanent Works (in relation to the nave and aisle roofs) – the D.A.C. noted that the quote in the proposal – for Terne-Coated Stainless Steel (TCSS) – will require a detailed proposal, and reminded the parish that changing the roofing material from lead to TCSS will require planning permission from the local planning authority in addition to Faculty approval. • Brigitte forwarded the email from the D.A.C. to the architect, who believes the D.A.C. recommended repair material for the 	

	<p>temporary works may last longer than the mastic option. Following a discussion, the architect will now ask the contractors (DJS) to provide a patch repair quote for all four leaks. It was noted there is some urgency to this, given the vulnerability of the historic wall paintings.</p> <ul style="list-style-type: none"> • Stephen will also seek clarification on some points from the Vicar of Thrapston, who is also Chair of the D.A.C. – for example, benefits of patch vs. mastic, the use of terminology (recommendation, advice etc) and whether there are any specific advisers at the D.A.C. that could help advise on this urgent repair. • It was agreed that the bat survey would need to be undertaken but the timing of this was unclear – Ursula will do some research. <p><u>Cherry tree in churchyard</u> This has died and needs removing – due to shallow roots and the possibility of disturbance in the ground, it was agreed that a professional should undertake the job. Ursula will contact James Rowlett to do this.</p>	<p>SW</p> <p>UW</p> <p>UW</p>
06/24.32	<p>Vicar's Report:</p> <ul style="list-style-type: none"> • There had been four baptisms on the previous Sunday, a joyous occasion for all concerned. • In July, the informal Morning Prayer service will be on the first Sunday and the Book of Common Prayer service will be held on the third Sunday. • It is proposed to hold a summer Songs of Praise at 6 p.m. followed by refreshments – a suggested date is Sunday 25th August depending on organist availability – Stephen will confirm a date. • The Harvest Service, auction of produce and lunch will be held at the end of September/beginning of October – Stephen will confirm a date. • Stephen is on annual leave from 18th July and will be away for the three Sundays following this – Annabel will be providing cover during this time. 	<p>SW</p> <p>SW</p>
06/24.33	<p>Treasurer's Report:</p> <ul style="list-style-type: none"> • The bank balances at the end of May total £32,738.55, which includes £2,475 of Gift Aid refund. • Ursula reported that the W.I. Treasurer, who is a qualified accountant, will audit our Church accounts – it was agreed that a gift voucher for her, on completion of the work, would be 	<p>RS</p>

	appropriate.	
06/24.34	<p>Safeguarding Report</p> <p>The P.C.C. reviewed the Safeguarding Dashboard:</p> <ul style="list-style-type: none"> • The new Diocesan Safeguarding Adviser is Victoria Kellett – Anne has updated the information on the noticeboard. In terms of the Church website, the front page displays the word “Safeguarding” which then links to the detail behind it – Stephen will speak to Louise Foote to confirm that this complies sufficiently with the direction from the Diocese. • The policy regarding the “recruitment” of ex-offenders (i.e. volunteers) is currently under discussion and Louise is waiting for an update from the Diocese. • Safeguarding training for the Churchwarden and P.C.C. members consists of Basic Awareness, Foundation and Domestic Abuse training. Once completed, certificates should be sent to Louise Foote. Anne will re-circulate the links for the training. • The P.C.C. confirmed there are no Church activities for the Church Activity List for children or vulnerable adults. 	<p>SW/LF</p> <p>SW/LF</p> <p>All</p> <p>AEC</p>
06/24.35	<p>Deanery Synod Report:</p> <p>No matters were raised to be put forward for the next meeting of the Deanery Synod.</p>	PH
06/24.36	<p>Health and Safety Report:</p> <p>There have been no recorded accidents since the 2nd May 2024 P.C.C. meeting.</p>	TK
06/24.37	<p>Social Committee Report:</p> <ul style="list-style-type: none"> • Thank you to Sid and everyone who helped with making the theatre performance of Persuasion by This is My Theatre, such an enjoyable evening. • Thank you to Tricia and everyone who helped with making the Bluebell Teas such a success and to Pauline Davidson for organising the Tombola. • Sunday 14th July, Peterborough Flute Choir and teas in the Davidsons’ garden. Arrangements are in hand for the teas and tickets are still available. 	
06/24.38	Any Other Business:	

	<ul style="list-style-type: none"> • Traffic cones – the Cashmores are buying a few cones to be able to reserve car park spaces for the Vicar and wedding car at their daughter’s forthcoming wedding. These will then be donated to the Church for use for any future occasions. • Philip reported that a technical expert in organs has visited the Church and is very impressed with our interesting organ – there are a few recurring problems, and the expert will contact the regular tuner to work on resolving these. 	
06/24.39	<p>Date of next P.C.C. meeting:</p> <p>Tuesday 17th September 2024, at 19.00 in Church.</p> <p>The meeting closed with prayer at 20.40</p>	