

**ST. LEONARD'S CHURCH GLAPTHORN**  
**Minutes of Parochial Church Council Meeting**  
**Tuesday 8<sup>th</sup> July 2025 at 7 p.m. at Church Cottage.**

<b>Present:</b>	
Rev. Stephen Webster	Tricia Newton
Sid Charlton	Stephen Dickenson
Ursula Wide	Philip Hilton
Brigitte Hilton	Anne Cashmore
Penny Reading	Sonya Moss
Richard Stark	

Agenda Item	Content	Who
07/25.25	<p><b>Opening Prayers:</b></p> <p>The meeting opened with prayers led by Stephen</p>	
07/25.26	<p><b>Apologies:</b></p> <p>Tracey Kerr, Annabel Copeland</p>	
07/25.27	<p><b>Minutes of the P.C.C. meeting dated 1<sup>st</sup> May 2025:</b></p> <p>These were approved by all present (having been previously agreed by email) and signed by Sid Charlton.</p>	
07/25.28	<p><b>Matters Arising from the Minutes of 1<sup>st</sup> May 2025 and preceding Minutes:</b></p> <p>The following items have been completed:</p> <ul style="list-style-type: none"> <li>• <u>02/25.05 Church Matters – Electoral Roll</u> - this has to be redone every six years i.e. in 2025, effective from 1<sup>st</sup> May 2025. In accordance with the rules, advance notification of this new roll will be placed on the church noticeboard no later than 14<sup>th</sup> April, and Tricia will make contact with those needing to complete a form within the required timescale.</li> <li>• <u>02/25.11 Social Committee</u> – Sid will confirm with This is My Theatre that the PCC does not want to pursue for this year.</li> <li>• <u>05/25.16 Church Matters</u> - In order to further improve</li> </ul>	<p><b>Completed</b></p> <p><b>Completed</b></p>

	<p>communication between St Peter's and Glapthorn churches, Ursula will email the administrator at St Peter's and ask to be added to the newsletter distribution list.</p>	Completed
	<ul style="list-style-type: none"> <li>• <u>05/25.18 Treasurer's Report</u> - A voucher for £20 will be purchased to thank Ms. Carrie Ann Gates who independently examined the accounts. Proposed by Richard Stark, seconded by Anne Cashmore and all present voted in favour.</li> </ul>	Completed
	<p>The following items are carried forward:</p> <ul style="list-style-type: none"> <li>• <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 (inside church); 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. <i>Latest action</i> – Richard to speak to Rupert Farnsworth re inside church flagstones, to see what can be done; Richard and Brigitte (plus others) to examine and remove kerbstones where appropriate. Discussion around a welcome board to go near Church door, which highlights the uneven floor for visitors – Philip will speak to Colemans about options for printing and liaise with Ursula.</li> </ul>	RS
		RS/BH
		PH
	<ul style="list-style-type: none"> <li>• <u>11/24.57 Church Matters: Lead 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. 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>Latest action</i> – Ursula will contact Owston Church in Leicestershire, where the church has raised significant funds without diocesan help, to see if there is anything we can learn from them regarding raising funds for major works. <i>There is another small leak in the roof near the organ and the Church noticeboard</i> – Richard will contact the roofing company used last year, to get their views on the best approach for this problem.</li> </ul>	UW
		RS
	<ul style="list-style-type: none"> <li>• <u>11/24.57 Church Matters: 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.</li> </ul>	SC to arrange with UW
	<ul style="list-style-type: none"> <li>• <u>11/24.57 Church Matters: 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. <i>Latest action</i> – there are three plots with faculty reservations – the Vicar will contact the Diocesan Registry to see if there are any more. It was agreed it</li> </ul>	



	<p>would be helpful to keep a copy of the Deeds in the Church safe for any faculty reservations.</p>	SW
	<ul style="list-style-type: none"> <li>11/24.62 <u>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. <i>Latest action – two quotes have been received, but one is incomplete. Ursula will follow up on the incomplete quote and Brigitte will chase the third company for a quote. The most urgent task to address is the lightning conductor – electricians’ professional regulations have changed in the last four years. Richard will assist Ursula in reviewing all three quotes when they are in, and then a way forward can be discussed and agreed by the PCC.</i></li> </ul>	UW BH RS
	<p>New Items from 11<sup>th</sup> February and 1<sup>st</sup> May meetings:</p> <ul style="list-style-type: none"> <li>02/25.05 <u>Church Matters: Altar cloths and minor repairs</u> – Helen Charlton has kindly offered to look at this and Ursula will follow up with her. <i>Latest action – Ursula and Helen will review what needs doing. The Vicar will review whether St Peter’s has anything in their collection which might be of use in St. Leonard’s.</i></li> <li>02/25.05 <u>Church Matters: 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. <i>Latest action – this was amended to “we have noted your request (specific burial plot and/or ashes) and will endeavour to comply with it”</i></li> <li>02/25.05 <u>Church Matters: 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.</li> <li>02/25.06 <u>Vicar’s Report and Services</u>: - The recent Baptism was celebrated on 9<sup>th</sup> 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. <i>Latest action – in the future, the cost of the Baptism candle will also be invoiced to St. Leonard’s.</i></li> <li>02/25.11 <u>Social Committee- Ceilidh</u> – the date for this is governed</li> </ul>	UW & HC  SW  RS  RS

	<p>by the availability of the band. Sid will continue to liaise with Tansor over this. <i>Latest action – there has not been any response, so Sid will continue to think about other options e.g. barn dance and appropriate venues.</i></p>	SC
07/25.29	<p><b>Church Matters:</b></p> <ul style="list-style-type: none"> <li>• Ursula and the PCC thanked Pauline Davidson for updating the Memorial Book on the bier.</li> <li>• Ursula also thanked everyone who has been involved with Tuesday afternoon teas in the Church, over the summer. Whilst it has not attracted many new people as yet, it is proving to be popular with the church community.</li> <li>• Church Growth – the PCC reviewed and discussed the paper put together by Stephen. There is a strong desire to see the “church” carry on into future generations, with worship being central to Christian life and community life in general. It was agreed that this is such an important topic that it should become a standing agenda item for each PCC meeting. Some immediate actions were agreed: <ul style="list-style-type: none"> <li>- To build on the “Mission of Presence”- whilst understanding there is a national problem surrounding the lack of funding for additional clergy, the PCC felt they should assist Stephen and his team by identifying opportunities for the clergy to become more widely known in the village. One such opportunity is new people moving into the village, will now be visited by Stephen or Annabel so they become familiar faces, and known for more than just visiting residents at times of illness or bereavement (which can be the perception). Stephen Dickenson volunteered to then do follow-up visits to new residents, and it was felt that this is something all PCC members could possibly get involved in. Another opportunity would be (where appropriate) to ask the clergy to visit individuals who had indicated they would welcome such a visit.</li> <li>- In line with the above, a photograph of the Vicar will be included in the village newsletter.</li> <li>- “Church in a Box” – this is around having age-appropriate activities for children to do, that can be renewed on a regular basis. Stephen has identified a few of the congregation who could be involved in putting this together (with one as an overall lead) and will speak to the individuals concerned to progress this.</li> <li>- “Bring a Friend” Sunday – to reconnect with people who may have been to Church in the past and no longer come, or to encourage those who have not been before. This will be held on 19<sup>th</sup> October and will be advertised in the village newsletter.</li> </ul> </li> </ul>	<p>SW/AC</p> <p>SD/ALL</p> <p>PN</p> <p>SW</p> <p>ALL</p>



	<ul style="list-style-type: none"> <li>The PCC thanked the Crosbys for their generous donation to the Church – Anne has sent a letter of thanks to them. The PCC are also minded to support the Crosby's request to install a small army memorial stone in the churchyard, in memory of their son, Henry, and Stephen will investigate how this can be done.</li> <li>There are a number of trees/hedges in the churchyard that need some attention- Mike Newton has offered to tidy them up. Ursula will review them with Mike and provide the PCC with her professional view on what action should be taken with them.</li> <li>The work on surveying the memorial inscriptions in the churchyard (being undertaken by Colin Ashworth is in progress.</li> <li>Churchwarden Helper role and duties – a few people from the rota have asked for clarity on this. A list already exists which not everyone is aware of, so Anne will include it when she sends out the monthly reminder.</li> </ul>	SW  UW/ Mike Newton  BH to provide copy to AEC
07/25.30	<b>Vicar's Report and Services:</b> <ul style="list-style-type: none"> <li>Summer Songs of Praise, Sunday 17<sup>th</sup> August at 6 p.m. – Anne will produce a slip advertising the service and asking for hymn nominations.</li> <li>Harvest Festival, Sunday 21<sup>st</sup> September at 11.15 in Church, followed by bring and share lunch in the Village Hall.</li> <li>The Vicar confirmed that Emily and Peter Taylor are leaving the Oundle area and therefore the number of people available to take services in the benefice will be depleted for a while.</li> </ul>	Anne
07/25.31	<b>Treasurer's Report:</b> <ul style="list-style-type: none"> <li>Richard confirmed the Parish return has been submitted.</li> <li>Cash balances at the end of June total £39,838 (including just over £10,000 in the reserve account for major projects) and £116 interest has been accrued year to date.</li> <li>The Gift Aid information has been compiled (approximately £2,000) and will be submitted to HMRC.</li> </ul>	
07/25.32	<b>Safeguarding Report:</b> <ul style="list-style-type: none"> <li>Anne thanked everyone for completing and returning the "HMRC Fit and Proper Person Declaration" and "PCC Member Trustee Eligibility Declaration" forms, as we are now required to do.</li> <li>A reminder to the PCC to send their DBS form to Louise Foote at St. Peter's or contact Louise if they need any help with completing it.</li> </ul>	PCC

07/25.33	<b>Deanery Synod Report:</b> <ul style="list-style-type: none"> <li>The latest report is attached.</li> <li>The Deanery Mission and Pastoral Committee is seeking to capture the ideas of parishes as to how the Deanery could be better organised and operated. A questionnaire will be circulated with the objectives of, firstly, characterising the current situation of parishes and, secondly, facilitating the development of ideas for the future.</li> </ul>	
07/25.34	<b>Health and Safety Report:</b> <ul style="list-style-type: none"> <li>There was nothing further to report.</li> </ul>	
07/25.35	<b>Social Committee Report:</b> <ul style="list-style-type: none"> <li>Liz Williams and Nene Voices have kindly offered to do a concert for the Church again. This will be held on 27<sup>th</sup> September. Anne and Ursula will liaise with Pauline Davidson, who is working with Liz on this.</li> <li>13<sup>th</sup> September – Ride ‘n Stride – Sid will be riding and also organising volunteers to be in Church that day.</li> <li>15<sup>th</sup> November – Tearfund Quiz – in the Village Hall</li> <li>Christmas Fundraiser – to be discussed at the next meeting, Anne will add to the agenda.</li> </ul>	AEC/UW  SC SC  AEC/ALL
07/25.36	<b>Any Other Business:</b> <ul style="list-style-type: none"> <li>The Vicar confirmed that Pauline Davidson is the contact when the bells are required to be rung in St Leonard’s.</li> </ul>	
07/25.37	<b>Date of next P.C.C. meeting:</b>  The next meeting will be on <u>Tuesday 26<sup>th</sup> August at 7.00 p.m. at The Old Orchard.</u>  The meeting closed with prayers, at 21.20	

## Oundle Deanery Synod

Meeting at Southwick on 13.05.25.

### 1. Anna Chaplaincy

There was a presentation from Louise Foote, the Anna Chaplain at St Peter's.

The Anna Chaplaincy, part of the Bible Reading Fellowship, ministers to older people of strong, little or no faith. There is an increasingly ageing population, with many people asking "the bigger questions" in later life and many lonely people. The chaplaincy, an ecumenical organisation (named after Anna, the aged woman present at the Presentation in the Temple) was founded by Debbie Thrower in 2010.

Anna Chaplains seek to deliver sensitive spiritual care in diverse contexts: to those living alone, in supported accommodation and in retirement and care homes; they also work in "dementia cafes". Giving time to listening to people is an important part of the ministry, alongside home Communion, discussion, prayer and initiatives such as "Hymns we love" and "Messy Vintage".

Those who have a vocation to be Anna Chaplains can be lay people or ordained, and are male and female, mostly unpaid. They are attached to and supported by local churches.

The Anna Chaplaincy network enables chaplains to share experience and raise professional standards.

### 2. Diocesan Synod Report

The Bishop is aiming to have a governance review, with the objective of better coordinating the activities of the various diocesan committees.

In order to increase the focus on rural ministry, a "Rural Forum" will be set up (planned for September).

There was a report from Victoria Kellet on safeguarding and the upcoming audit.

### 3. Confirmation

A Deanery confirmation service is planned for the autumn.

### 4. Treasurers Report

The Deanery Synod fund continues to financially support the annual Pentecost service for schools by meeting their travelling expenses, but funds to allow this will become severely depleted.

Philip Hilton  
27.05.25