

ST. LEONARD'S CHURCH GLAPTHORN
Minutes of Parochial Church Council Meeting
Tuesday 9th May 2023

Present:	
Rev. Stephen Webster	Philip Hilton
Tricia Newton	Sonya Moss
Tracey Kerr	Richard Stark
Sid Charlton	Anne Cashmore
Brigitte Hilton	

05/23.01	Opening Prayers: Led by Rev Stephen Webster. The meeting was chaired by Sid Charlton.	
05/23.02	Apologies: Annabel Copeland, Joshua Jackson, Penny Reading	
05/23.03.	Minutes of the P.C.C. meeting dated 14th March 2023 Agreed by email and signed as approved by Sid Charlton.	
05/23.04	<p>Matters Arising from the Minutes of 14th March 2023: A number of items are carried forward</p> <ul style="list-style-type: none"> • <i>Storage of spare soil from dug graves</i> • <i>Assessment of unsafe kerbstones and uneven flagstones at front of church</i> • <i>Intercession Prayer guidelines</i> • <i>Benefice review of rotas</i> • <i>Graveyard Plan</i> • <i>Electoral Register update</i> • <i>Parish Giving Scheme presentation and follow up</i> <p>03/23.05 Allotments (church land) – Glapthorn Allotment Gardeners' Association lease the allotments from the Trustees of the Church Land Trust. Richard has reviewed St Leonard's church insurance and it does not cover the allotments. Brigitte will liaise with Ursula Wide to understand</p>	BH

	<p>what is covered in the insurance policy taken out by the Trustees of the Church Land Trust.</p> <p>03/23.05 The Equality, Diversity and Inclusion policy has been fully approved by the PCC.</p> <p>03/23.12 Communion – Stephen confirmed that health and safety rules do not allow members of the congregation to take their own wafer and dip it into the wine themselves. After discussion about possible options, it was agreed to keep with the current situation i.e. clergy dipping wafer in wine for each communicant.</p> <p>Services – Stephen is looking at the possibility of 3 communion services per month at Glaphorn; one possible way of achieving this is to have a very short early service at St Peter’s enabling a 9.15/9.20 a.m. service at Glaphorn.</p> <p>Other items are covered under the relevant agenda item below.</p>	<p>SW</p>
<p>05/23.05</p>	<p>Church Matters:</p> <ul style="list-style-type: none"> • <u>New lighting system</u> <ul style="list-style-type: none"> - Anne is in the process of applying to 3-4 companies, for grants, alongside our own fundraising campaign. A few small charities have wound up or give enhanced donations to bigger charities to use as part of their grant process. Three quotes have now been received from possible contractors and a meeting set up with the consultant, Benedict Cadbury, to select the most appropriate contractor for our needs. - The faculty for this work has now been formally extended until March 2025. - The Mission Statement for the Church was reviewed and adopted – proposed by Richard Stark and seconded by Sid Charlton. - The amendment to the Booking Form concerning appropriate insurance and risk assessment by the hiring organisation, has been made. • <u>Quinquennial repairs</u> <ul style="list-style-type: none"> - A grant of £2,000 has been promised from Northamptonshire Historical Churches Trust for specific repair work arising out of the last quinquennial report. • <u>Review of policies</u> <p>It was agreed that the PCC should aim to review one policy at each PCC meeting. The Safeguarding Policy will be reviewed at the next meeting.</p> <p>Tracey Kerr will liaise with St Peter’s for a copy of their Health and Safety policy.</p> 	<p>Louise Foote TK</p>

05/23.06	Vicar's Report: Covered in the AVM minutes	
05/23.07	Treasurer's Report: <ul style="list-style-type: none"> The cash balance for the end of April 2023 stands at £22,780 	
05/23.08	Safeguarding: <ul style="list-style-type: none"> Basic online safeguarding training programme – please print off certificate when completed, and send it to Annabel. Anne Cashmore is in the process of updating the safeguarding contact information on the noticeboard and website (poster and policy) but the policy will be updated in conjunction with Louise Foote. Stephen Webster will check with Annabel Copeland/Louise Foote as to whether DBS checking of PCC members is required. 	All SC/ L. Foote SW
05/23.09	Matters for Deanery Synod: <ul style="list-style-type: none"> The attached report had been circulated in advance of the meeting. PCC members should let Philip Hilton have any questions to raise at the next Deanery Synod meeting in June. 	
05/23.10	Health and Safety Report: <ul style="list-style-type: none"> <u>Health and safety</u> Walk around was completed in March: <ul style="list-style-type: none"> Fixed and portable electrical appliances log book needs updating Slight damage to switch on outside floodlight Some products in the first aid box need replacing 	TK
05/23.11	Social Committee Report: <ul style="list-style-type: none"> <u>Tear Fund Quiz</u> – the PCC agreed to hold this again in 2023. <u>Programme for 2023</u> – the PCC's fundraising target for this year is around £2,000. The Social Committee has met and the following events are being planned: <ul style="list-style-type: none"> 20th May: – concert in the church; organ and solo recital 9th June: - St. Leonard's - architecture and history talk 9th September: - NHCT Ride 'n' Stride November: - Tear Fund Quiz Other ideas: Prosecco and Scones; Table top sale; Concert at Christmas Bluebell Teas – Tricia Newton thanked everyone who had helped; the teas made £410 (excluding a £10 donation to the W.I. for some of their cakes)	

	to sell) and the tombola made approximately £70. Tricia was thanked for her hard work with the teas, and Pauline Davidson for organising the tombola.	
05/23.12	<p>Any Other Business:</p> <ul style="list-style-type: none"> • Brigitte thanked Roy Kerr for his repair work on behalf of the church, recent repairs being to the mower and noticeboard. 	
05/23.13	<p>Date of next P.C.C. meeting:</p> <ul style="list-style-type: none"> • Tuesday 4th July 2023 at 7 p.m. in Church – Stephen will ask Louise Foote to join the meeting. <p>The meeting closed with prayer at 20.40.</p>	