

**ST. LEONARD'S CHURCH GLAPTHORN**  
**Minutes of Parochial Church Council Meeting**  
**Tuesday 26<sup>th</sup> November 2024, at 7 p.m., at Church Cottage.**

<b>Present:</b>	
Rev. Stephen Webster	Richard Stark
Ursula Wide	Anne Cashmore
Sid Charlton	
Penny Reading	
Sonya Moss	

<b>Agenda Item</b>	<b>Content</b>	<b>Who</b>
11/24.53	<p><b>Opening Prayers:</b></p> <p>The meeting opened with prayers led by Stephen.</p>	
11/24.54	<p><b>Apologies:</b></p> <p>Brigitte Hilton, Philip Hilton, Tracey Kerr, Tricia Newton</p>	
11/24.55	<p><b>Minutes of the P.C.C. meeting dated 17<sup>th</sup> September 2024</b></p> <p>Previously agreed by email and signed as approved, by Sid Charlton.</p>	
11/24.56	<p><b>Matters Arising from the Minutes of 17<sup>th</sup> September 2024:</b></p> <p>The following items have been completed:</p> <ul style="list-style-type: none"> <li>• <u>10/22.06 Intercession Prayer guidelines</u></li>   <li>• <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.</li> </ul>	<p><b>Completed and circ by email to all PCC</b></p> <p><b>Completed</b></p>

	<ul style="list-style-type: none"> <li>• <u>06/24.34 - In terms of the Church website</u>, 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.</li> <li>• <u>09/24.46 Independent examination of accounts</u> - Last year’s accounts have now been independently examined and all is in good order. Ursula proposed that a gift voucher for £20 be given to this person and all present agreed.</li> </ul> <p><u>Portrait of King</u></p> <ul style="list-style-type: none"> <li>• As Head of the Church of England, a portrait of the King will be hung above the noticeboard by the main door.</li> <li>• <u>09/24.48 Deanery Synod Report</u> - Ursula will contact the Rural Dean regarding a possible visit by the Bishop of Peterborough on 17<sup>th</sup> December.</li> <li>• <u>09/24.49 Health and Safety Report</u> - Tracey Kerr will complete a Health and Safety “walkabout” over the next few weeks.</li> </ul> <p>A number of 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; 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.</li> <li>• <u>03/24.07 QR codes for donations</u></li> </ul> <p><b><u>New Items from 17<sup>th</sup> September meeting:</u></b></p> <ul style="list-style-type: none"> <li>• <u>09/24.44 Church roof repairs</u></li> <li>• <u>09/24.44 Churchyard Plan</u></li> </ul>	<p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Actioned but no response received.</b></p> <p><b>Completed</b></p> <p><b>BH</b></p> <p><b>PH – on agenda</b></p> <p><b>UW – on agenda</b></p> <p><b>SC – on agenda</b></p>
11/24.57	<p><b>Church Matters:</b></p> <p><u>Lead roof repairs</u></p> <ul style="list-style-type: none"> <li>• 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</li> </ul>	

	<p>the architect regarding what longer term/permanent repair will be needed, but no response has been received as yet.</p> <ul style="list-style-type: none"> <li>The Laing Family Trust have agreed to pay £2,250, being the other half of the monies needed for the temporary repairs and a cheque for this amount has been received. This means that all of the cost of the temporary repair has been funded through grants and not church funds. Anne will now go back to Northamptonshire Historic Churches Trust and discuss their pledge of £5,000 for temporary repairs to the church roof, and see if this amount can be put towards future funding for the roof, or whether it will be necessary to reapply again in the future.</li> </ul> <p><u>DAC Faculty Portal</u></p> <ul style="list-style-type: none"> <li>Ursula and Anne have signed up to this so that applications for faculties can now be done online.</li> </ul> <p><u>Training</u></p> <ul style="list-style-type: none"> <li>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> <p><u>Churchyard Plan</u></p> <ul style="list-style-type: none"> <li>Sid shared the updated plan to date and Stephen will make enquiries as to whether any faculties exist in relation to the plan. 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.</li> <li>Interment of ashes by the wall – there is a power cable for the lights that runs close to this area, and so the positioning of future ashes will need to be considered.</li> </ul> <p><u>QR Codes/ Online and Contactless Payment</u></p> <ul style="list-style-type: none"> <li>Philip’s report to the PCC proposed that through “Give a Little”, the church sets up online giving (including access through a QR code) at a transaction cost of 1.1% and contactless payment at a transaction cost of 1.1 – 1.3% (plus a device costing £19). Following a discussion, Stephen suggested that it would be worth Philip contacting Pete Squires, Parish Giving Officer, at the Diocesan Office to see whether there is anything else available at a competitive rate, under Parish Giving.</li> </ul> <p><u>Parish Giving</u></p> <ul style="list-style-type: none"> <li>There has been no uptake following the letter, information in Church and promotion at services about Parish Giving; the congregation was reminded of the benefits at the service on 17<sup>th</sup> November.</li> </ul>	<p><b>UW</b></p> <p><b>AEC</b></p> <p><b>UW</b></p> <p><b>SW</b></p> <p><b>SC/UW</b></p> <p><b>PH</b></p>
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11/24.58	<p><b>Vicar's Report:</b></p> <ul style="list-style-type: none"> <li>• The Harvest and Remembrance (including Communion) services had gone well.</li> <li>• There are two Baptisms planned for 2025.</li> </ul> <p><i>December and Christmas Services</i></p> <ul style="list-style-type: none"> <li>• 8<sup>th</sup> December Holy Communion (informal) - to take account of any children joining the service that morning. At 2.15 pm the Guild of Ringers will ring the bells for 15 minutes as part of their 100<sup>th</sup> anniversary celebrations.</li> <li>• 13<sup>th</sup> December 2.30 pm - Christingle Service in Glapthorn School for all children, their parents, and anyone from Glapthorn congregation/ community wishing to attend. It is hoped that this is a joint service between the School and the Church, continuing the journey of building and strengthening relationships.</li> <li>• 18<sup>th</sup> December 7 pm – Remembering Service at St Peter's Oundle.</li> <li>• Sunday 22<sup>nd</sup> December – Carol Service at 5 pm in Church. Ursula will speak to Brigitte about refreshments.</li> <li>• Christmas Eve - Crib Service in the churchyard – to be led by Emily Taylor. Richard and Anne to open the church etc.</li> <li>• Christmas Day – Holy Communion at 9.15 am.</li> <li>• Sunday 29<sup>th</sup> December – Charles Wide will lead Morning Prayer.</li> </ul>	<p>UW RS/AC</p>
11/24.59	<p><b>Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• The total cash balance at the end of October was £32,469, after paying for the insurance.</li> <li>• Approximately £6,000 will be transferred to the new savings account.</li> </ul>	<p>RS RS</p>
11/24.60	<p><b>Safeguarding Report:</b></p> <ul style="list-style-type: none"> <li>• Nothing to report</li> </ul>	<p>SC/LF</p>
11/24.61	<p><b>Deanery Synod Report:</b></p> <ul style="list-style-type: none"> <li>• There has been no Deanery Synod since the last meeting – the next meeting is on 3<sup>rd</sup> December and any matters to be raised should be forwarded to Philip before this date.</li> </ul>	<p>PH</p>
11/24.62	<p><b>Health and Safety Report:</b></p> <ul style="list-style-type: none"> <li>• There have been no recorded accidents since the 17<sup>th</sup> September 2024 P.C.C. meeting.</li> <li>• Tracey has updated the risk assessment - there are a few outstanding actions regarding fixed and portable appliances and</li> </ul>	<p>TK UW/BH</p>

	fire extinguisher checks - Ursula will liaise with Brigitte	
11/24.63	<p><b>Social Committee Report:</b></p> <ul style="list-style-type: none"> <li>• <i>Corby Male Voice Choir Saturday 5<sup>th</sup> October</i> – thanks to the Hiltons for organising a very enjoyable evening.</li> <li>• <i>Tearfund Quiz</i> – thanks to the Charltons for organising a very successful evening - £560 was raised for Tearfund and £140 for the Church roof fund from the raffle. It was agreed that the Quiz should be held again in 2025.</li> <li>• <i>This Is My Theatre</i> – Sid will revisit with the PCC in Spring.</li> <li>• <i>Ceilidh</i> – the PCC felt this was a good idea as a joint venture between Glapthorn and Tansor , and Sid will explore further.</li> </ul>	<p>SC</p> <p>SC</p>
11/24.64	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• Nil</li> </ul>	
11/24.65	<p><b>Date of next P.C.C. meeting:</b></p> <p>Tuesday 11<sup>th</sup> February 2025 at 19.00 <b><u>at the Wides' house.</u></b></p> <p>The meeting closed with prayer at 21.20</p>	