

**St Thomas Wells with the Horringtons**  
**Minutes of the meeting of the Parochial Church Council held on Wednesday 30<sup>th</sup> April 2025**  
**in the Community Room**

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**Present:** Revd. Claire Towns (Chair), Katie Steadman-Towns, Ian Ames-White (until 7.30pm), Mike Tolley, Ann Edmonds, David Kennett, Michaela Cross, Rachel Thomas, Christina Baron, Gill Tucker, Chris Jenkins, Judy Penhaligon

**Apologies:** Charlie Sutton, Barbara Calverley, John Samarpi

**1. Opening Prayer**

Claire welcomed Rachel, David and Michaela to PCC and then opened the meeting with a prayer.

**2. Apologies for absence**

As above.

**3. Minutes of the meeting held on 26<sup>th</sup> March 2025**

It was unanimously agreed that the minutes be signed as a correct record.

**4. Matters arising**

**4.1 Rough sleeper** – since last PCC meeting, DW appears to have moved on.

**4.2 Correspondence from Rosemary E and Jean B** – RE yet to be actioned, JB been written to.

**4.3 Additional item** – concern expressed over lone working for Caroline / office safety, so Claire, Chris and Judy to explore various options and work towards a solution.

**5. Draft minutes of annual meetings held on 9<sup>th</sup> April 2025**

Subject to a surname typographical error, no other errors were reported or comments made. The minutes remain as draft until the annual meetings in 2026. They are to be up-loaded onto the website.

**6. Appoint PCC roles - Vice-Chair, Secretary, Treasurer, PCC terms of office**

**6.1 Vice-Chair** - Chris.

**6.2 Secretary** - Claire has advertised this role on several occasions, but nobody came forward, so it was agreed for Katie to take the role on and be remunerated accordingly. Katie to discuss remuneration with Chris and Judy separately.

**6.3 Treasurer** - Ian to continue reporting and will meet with Fiona to discuss suitable remuneration for her to act as bookkeeper.

**6.4 PCC terms of office** - Rachel for 1 year, casual-vacancy; Ian, Michaela and David for 3 years each.

**7. Prayers for next meeting**

Gill volunteered.

**8. Financial update**

Ian reported on the February 2025 and March 2025 figures. The February income was £XXX and outgoings were £XXX. The March income was £XXX and outgoings were £XXX. The interest earned from the existing CCLA account continues to cover the monthly shortfall. A separate CCLA account is in the process of being set up for the Pye legacy. Judy asked Ian to remove the 'magazine income' and 'wall box' entries from the accounts. Chris is still in the process of changing the existing telephone provider to reduce the cost.

## 9. Safeguarding update

Mike reported that he has started sending out Basic DBS checks to those who volunteer at Crafty Church and ABC2. He estimates there are still around 12 to complete, but progress has been made. Mike also reported that as Dinder have a PCC with non-charitable status, it is proposed that only Basic DBS checks are required for 1-2 people.

## 10. Feedback from Community Team and Worship Team

**10.1 The Community Team** - felt the recent Vicar and Churchwardens Afternoon Tea Party (on 26<sup>th</sup> April 2025) went well. Plans are coming together for the Garden Party on 19<sup>th</sup> July 2025. Michaela is arranging a Christian Aid fundraising gig on 27<sup>th</sup> September 2025 – Steve Abbott and his band. They would like £200 for playing. St Thomas paying performers is a deviation from past practice but following discussion, it was felt to be good to try a new way, and that this gig would be a good test case. Christina will research potential local sponsors for this event to help cover costs. The PCC agreed that we should proceed to host this event as it raises awareness and money for Christian Aid.

Other upcoming events include the visiting Dutch Choir on 21<sup>st</sup> September 2025 and the Harvest Supper on 4<sup>th</sup> October 2025.

**10.2 The Worship Team** - felt that Easter and Holy Week were a success, including the talks given by Bishop Michael. A 4-week course shall be run by Claire (following on from the *Living Thankfully* courses) to discuss Bishop Michael's talks in more detail. Further consideration to be given to Mike's suggestion of an Apologetics Event. Inviting non-robed lay worshippers to become chalice assistants also needs to be considered further. The PCC agreed to purchase a Joanna Birkett a Reader scarf (or similarly suitable gift) for when she is licensed on 4<sup>th</sup> October 2025.

## 11. Facilities Manager role

Claire reported that she's received a full C.V. and application letter from one candidate. Interview date is set for 22<sup>nd</sup> May 2025 and will be conducted by Claire, Chris, Judy and Caroline. If this applicant was not suitable, the post would be advertised more widely.

## 12. Legacy

Claire read the list of suggestions discussed at the APCM.

**12.1 Church** - the PCC agreed to spend the quoted £1,000 for one-off remedial work to the spire. Chris reported that the roof over the office is being repaired this week. Chris received a quotation of c£130,000 to install new LED lighting in the Church. It was agreed that we should obtain more quotations for this work (to include the fitting and storage of a big screen and projector) before deciding how to proceed. Chris will obtain a new quotation for the necessary repairs to the clock.

**12.2 Community Room, Choir Vestry and miscellaneous** – it was agreed that improvements should be made to both the Community Room and the Choir Vestry to make them more usable spaces. The PCC also agreed to purchase a new notice board at a cost of £1,000. Chris reported that the new shed was on the way and that the Horrington Burial Ground fencing was to be done. Repairs to the main gates at the bottom of church steps were deemed not a priority at the moment. New signage for the buildings will be researched and sourced. David to research new coffee dispensers. Donating or purchasing shares in The Britannia Inn was deemed inappropriate based on previous advice obtained from the Diocesan legal team.

**12.3 Church Hall** – it was agreed that the tables should be replaced with lighter, fold up, Go Pack style tables and that the current piano should be disposed of. The decision as to whether to revamp the kitchen and toilets now or to wait would depend on the outcome of a hall survey, which should take place before the next PCC meeting if possible.

## 13. For information and suggestions for next PCC meeting

Claire explained the role of the Standing Committee and advised that if anyone was interested in joining, they should contact her directly.

**14. Dates of future meeting**

**14.1 PCC – 28<sup>th</sup> May, 25<sup>th</sup> June, 30<sup>th</sup> July, 24<sup>th</sup> September, 29<sup>th</sup> October, 26<sup>th</sup> November, 28<sup>th</sup> January 2026 and 25<sup>th</sup> February 2026.**

**14.2 Standing Committee – TBC**

**14.3 APCM – Wednesday 25<sup>th</sup> March 2026.**

The meeting closed at 8.45pm with the Grace.