



St Mary's Church Thakeham

PCC Meeting

In The Church Rooms

7.30 pm on Thursday 8th January 2026

Meeting closed 9.30p.m

Minutes

Agenda Item	Item detail	Minutes	Lead
1	Welcome, Bible Reading and Prayers	Joel read from Isaiah 64 Prayers	Joel
2	Present and Apologies	Present : Joel Willmer, Mike James, Pippa Harder, Wynn Lednor, Barry Laker, Liz Slaughter, Jane Everett, Chris Whitehead, Apologies : Elaine Hawken, Pat Snape, Matt Harder, Jane Blunden David Whitehead welcomed as observer	Joel
3	Declarations of Interest	None	Joel
4	Minutes of the last meeting held on 13 November 2025- to finalise Inc-Confidential Part 2 Minutes (Paper copies, read in the room)	Minutes approved as a correct and reflective account of meeting held on 13 th November 2025. Proposed: Mike 2 nd Liz S All agreed-Nem com Minutes approved as a correct and reflective account of Confidential part 2. Proposed: Wynn 2 nd Liz W All agreed-Nem com	Joel

<p>5</p>	<p>Matters arising from the previous meetings</p> <ul style="list-style-type: none"> ● AV & Projector- update ● Progress of Bella's training to populate Church Suite- update & discussion on future use of Church Suite ● Memorial headstone- date for service and plaque- update ● Maintenance of graveyard- rules & progress of advert for help from village- update ● New carpet for Altar & mat for children's area- update ● Flower Festival- Update on parking in the Orchard ● Update on trimming of yew and laurel trees from David Clover's house & hedge ● Hygiene bins- update ● Fundraising Plan- Giving for 2026- carried over from September 2025 meeting ● Church cushions- update 	<p>Matters arising from the previous meetings</p> <ul style="list-style-type: none"> ● AV & Projector- update PCC recognised Jane's hard work and effort to have the new projector installed and working in time for the Christmas services. ● Progress of Bella's training to populate Church Suite- update & discussion on future use of Church Suite Jane E explains the helpfulness of how useful Churchsuite is when it is used in a co-ordinated way. Elke populates Music group, Tech Team is populated by Jane. Jane explains how helpful it would be if all rotas were uploaded. Training is required for Rota co-ordinators and those appearing on the rotas to change their privacy settings so that they are able to appear by name on each rota. This also makes swaps easy to be updated too. Email reminders are sent to each individual appearing on the rota. Jane has offered training to some individuals and has also offered to run a group training session. Action: Jane to have her Churchsuite permissions changes to include abilities to edit and generate rotas- Joel to ask Bella to change these settings. Action: Jane to lead Churchsuite Training session. Barry and Jane to co-ordinate a date and time for Chesswood room. Jane to co-ordinate with Bella an email invite for relevant people. ● Memorial headstone- date for service and plaque- update. Action: date proposed for Service of dedication -Sun 7th June 2026 ● Maintenance of graveyard- rules & progress of advert for help from village- update Joel has sent "a quick view" of Churchyard Regs from the C of E to Bella for her to turn into a poster/graphic that can be displayed in the churchyard and be sent to prospective families using the churchyard. ● New carpet for Altar & mat for children's area- update PCC thanks Mike and Funnells for their kindness at organising it, supplying it and charging us reasonably for the whipping. ● Flower Festival- Update on parking in the Orchard Liz W has initiated a Flower Festival group meeting, where parking has been raised and is on their group agenda to be arranged. PCC will be updated as and when necessary and if further support is required. ● Update on trimming of yew and laurel trees from David Clover's house & hedge This maintenance is now complete. ● Hygiene bins- update Liz S shares that the bins have now been installed and we have a contract with a disposal company. Mike and Liz will be contacted to co-ordinate collection and cleaning of these bins. 	
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		<ul style="list-style-type: none"> ● Fundraising Plan- Giving for 2026- carried over from September 2025 meeting <p>Liz W sent to the PCC a brief Fundraising Summary. Jane E initiates thanks on behalf of the PCC to Liz W for great efforts towards fundraising and encouraging donations. The PCC discusses if there is any other way to raise the profile of donating- a slide on the powerpoint, a verbal notice are both options that could be returned.</p> <ul style="list-style-type: none"> ● Church cushions- update <p>This matter is closed for now.</p>	
6	<p>Reports</p> <ul style="list-style-type: none"> ● Finance ● Safeguarding, plus update on training dates for PCC. (C of E Promoting A Safer Church document sent out with Agenda) 	<p>Finance Report:</p> <p>Correction to point 1 of Treasurers Report: donation from Sullington of £4,500 in “2024” not “this year”.</p> <p>Liz S explains the Finance Report to the PCC. Liz W asks about the Regular Giving- Liz S explains that gift aid has contributed to this. Laptops have been bought for Jane E and Bella (Administrator), which explains the difference in consumables. Liz W raises the Services Costs are higher: due to Messy Church now being included as a Service and the initial investment of artificial flowers.</p> <p>The PCC thanks Liz S for the work involved in these reports and the role of a Treasurer. Liz W raises the question of predicting the future costs of Council Tax and Rectory costs with the need to be aware of increased costs to budget for. Liz S explains that Regular Giving is now increasing.</p> <p>Safeguarding:</p> <p>Liz W suggests adopting part of the Promoting A Safer Church that details the frequency of training into our St Mary’s Thakeham Safeguarding Policy. Action: Pippa to edit the policy and send to Jane E to upload to the.</p>	
7	<p>Urgent Matters* reported to the Churchwardens or the PCC Secretary <u>before</u> the meeting</p>	<ul style="list-style-type: none"> ● Paraffin Flares in shed- Lis O <p>Action: Barry to drain the flares and store in appropriate location.</p> <ul style="list-style-type: none"> ● Porch and path pic- PCC gift <p>PCC agree to the initial idea of investing in a piece of art to add to the framed art in the Vestry. Action: Pippa to co-ordinate.</p>	CWs/ JW

	<ul style="list-style-type: none"> Paraffin Flares in shed- Lis O Porch and path pic- PCC gift 		
8	<p>Churchwarden Matters</p> <ul style="list-style-type: none"> Date for APCM Policies to review and finalise- None this meeting Risk Assessment (March '26 meeting) & Lone Working (May '26 meeting) 	<ul style="list-style-type: none"> APCM DATE 10TH May Following 10.30a.m Church Service PCC meeting 14th May 7.30pm 	<p>CWs</p> <p>Pippa</p>
9	<p>Matters brought to the PCC by PCC members</p> <ul style="list-style-type: none"> Roles & Responsibilities of PCC members 	<ul style="list-style-type: none"> Roles & Responsibilities of PCC members <p>Liz W raises the question of- are we working well within our roles and are there ways we could be more effective with communication, especially within the months in between PCC meetings.</p> <p>Joel explains the role of PCC in interregnum, that we have been used to, will be different to a role of the Trustees when there is an incumbent in place. Joel explains his hope to develop vision setting and implementation for the PCC to be more effective within our church over the coming PCC meetings this year.</p> <p>Chris W asks- is there room for the PCC to be more active in spiritual development of our church? Joel explains that the role of the PCC is based in legal responsibilities of administrating a charity. However, that can be seen as neglectful towards the spiritual intervention within a church. Joel explains that he would like the PCC to have a more in depth understanding of vision and growth which he hopes to instigate following the next APCM.</p> <ul style="list-style-type: none"> Newsletter/Weekly Update <p>Liz W raises the previous issue of inaccuracies on the Newsletter. The PCC discusses the short timeframe from initial writing, proof-reading to publishing.</p>	<p>PCC</p> <p>Liz W</p>
10	<p>Correspondence</p> <ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Allison Goodfellows: Letter to PCC expressing a suggestion to pay and thank Lis and Derek for their work in the carpark. <p>Action: Liz S will speak with Lis O about covering the cost of paint and resources.</p> <p>Many comments and reactions on Church Social Media following the Christmas Services. 20,000 views of our Social Media in the last 30days.</p>	<p>Joel/ CWs / JW</p>
11	<p>Priest In Charge Matters</p> <ul style="list-style-type: none"> Review of Christmas Services 	<ul style="list-style-type: none"> Review of Christmas Services <p>What went well... -Popular and well publicised</p>	<p>Joel</p>

		<p>-Primary School carol service was well attended and parents enjoyed the hospitality provided by Church.</p> <p>-Doors opening at 3.15 for the Donkey Service worked. Allocated seating worked well, although stressful for the Welcome team it was more organised and methodical than previous years. The PCC thanks the Welcome team at that service for their positive attitude and stewardship.</p> <p>Even better if...</p> <p>-To consider a powerpoint or Order of Service for Midnight</p> <p>-To consider enough Orders of Service particularly Candlelight Carols are printed, well in advance of the date, allowing Bella adequate time to provide this.</p> <p>-To look at the practicalities of the candles and how some dripped.</p> <p>-Donkey service: to be mindful of people who can't see the screen and are using carol booklets that need the numbers and verses are required.</p> <p>Action: Joel to review other pre-printed service sheets; especially the baptism sheets.</p>		
12.	Dates of next meetings.	<p>Next Deanery Synod meetings: 4th Feb: Ashington Church 25th June 15th Oct Fundraising Concert Dalesdown: 7th March Next Fundraising event : Ceilidh and Curry 7th Feb</p>		
	<p>Next PCC: 7.30pm on 12th March 2026 Church Rooms</p>	<p>APCM 10TH May 2026 Following 10.30a.m Church Service</p>	<p>PCC Meeting: 7.30pm on 14th May 2026 DATE CHANGE</p>	<p>PCC Meeting: 7.30 pm on 9th July 2026</p>

* This replaces AOB