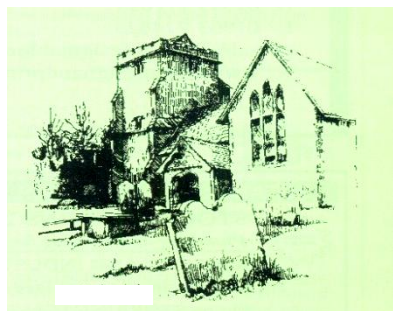




St Mary's Church Thakeham

PCC Meeting

In The Church Rooms

7.30 pm on Thursday 30th July (deferred from) 9th July 2026

Close: 9.48pm

Agenda Item	Item detail	Action
1	Welcome and Prayers Bible reading Matthew 26 : Starting at verse 16	
2	Present and Apologies Present: Joel Willmer, Cliff Purvis, Barry Laker, Liz Slaughter, Wynn Lednor, Pat Snape, Jane Everett, Chris Whitehead, Ed Cole, Elaine Hawkins, James Isgrove, Pippa Harder Apologies: Liz Whitehead, Chris Powell	
3	Declarations of Interest None	
4	Minutes of the last meeting held on 14th May 2026 Proposed: Pat Snape, Seconded: James Isgrove Approved by all Action: To be added to website	Jane
5	Matters arising from the previous meeting: 5. Postcards are already available NFA 9. Names and roles on website - NFA 9. PCC photos to be updated – in progress. Action Barry 10. Standing committee – this already exists and can be convened if needed. NFA	Barry
6	Reports - Finance i) Details of credit card spending were included with paperwork for this meeting (Jan – June) as examples of how spending is being used and recorded by Liz and Bella. The same detail will not be provided each time. ii) Delegated authority for expenditure. Discussion about spending thresholds. It was agreed that for members of the church the limit will be £20 and PCC members £75 otherwise contact treasurer. All claims for expenditure to be accompanied by receipts. <i>Action: Liz to reword policy and circulate.</i> Brief discussion about financial check needing two people from different households. Main impact is on 100 club. The draw should now take place at the end of a service or at “knit and stitch”. Wall safe needs regular checking and contributions counting by two people.	Liz S James

	iii) Finance policy: Query about expenditure occasionally being authorised by recent. All payments have to be authorised by two people and requires receipts. iv) Liz is working on a breakdown of budget headings ready for next year. Subject to amendments discussed the policies were voted on DAE: Proposed by : Cliff Purvis and Seconded: Barry Laker All in favour Finance: Proposed by: Pippa Harder and seconded by Chris Whitehead All in favour Both policies to be reviewed in June 2028 - There will be a keysafe fitted in the vestry for the key to the main safe. All users of keysafes and combination locks are asked to randomise the numbers after use. This message needs to be relayed to all users. <i>Action: notice in weekly bulletin*</i> Safeguarding i) Training deadline Aug 1st ii) Reminder that this is more than just completing training, we all have a duty to help make our church a safe place for all who use it. We all need to know what the policy says and follow it. Ref green highlighted sections from the policy. iii) It was noted that churches are the only place where survivors and perpetrators worship together. iv) Amendment to report - Risk assessment for flower festival was produced by Alan Slaughter and not Wynn Lednor v) Cliff and Pippa have completed leadership training and will be helping to move things forward. vi) First action will be to put up posters to make people aware of our safeguarding policy and ethos. vii) Training is needed for all people who help in and around the church e.g. people on cleaning, coffee, flower rotas. Pippa will send out a list of the roles. Please can we help identify who will need the training.	Pippa Liz James Jane? Pippa/Cliff Pippa All
7	Flower Festival Reflections i) Thank you letters still to be sent out. ii) Charities to be given approx. 10% Final money not yet known, however £500 to be given to each of the agreed charities Proposed: Liz Slaughter Seconded: Jane Everett All in favour iii) We will revisit this item when Liz Whitehead is back To be put on next agenda	Joel Joel
8	Priest In Charge Matters <i>PCC Tonight Session 2- Why does the PCC exist? CPAS Resources</i> Discussion included the following points: On a par with school governors; accountability; working with the community (Eyes and ears). Support for Joel. Trustees Make sure that the machinery of our Christianity works Joel will send round the 5 main purposes highlighted in the materials after the meeting	Joel
9	Urgent Matters & matters brought by the PCC i) Roger Watts is officially stepping down as Bell Captain in August. Nigel Spiers will be taking over. Discussion of card and gift. Cliff to coordinate.	Cliff

	ii) Cleaning team need access to hot water. Barry will sort out an extra feed from the toilets. iii) Wifi for church. Jane to look into feasibility and cost before next meeting. iv) Paternity Leave. Joel will need to take some time off. Richard Baron will take services on 9th and 16th August and David W 23rd August. v) Gardening in Churchyard. James has been looking into this as our last gardener has left. We have someone who is interested in doing this and has quoted competitive rates. He will be asked to fill in the appropriate forms to ensure that all safer recruiting aspects are covered. Subject to him agreeing our calendar of needs, satisfactory completion of forms and suitable references, there was a vote on employing Jason until March in the first instance. Will need to put out to tender for April. Proposed: Cliff Purvis Second Pippa Harder All in favour. vi) Gardening group to be set up to help ensure that other areas of the church grounds can be kept tidy/maintained. Barry to lead the group. vii) We have been offered new bibles for the church. NIV. New lectern bible will be needed. People can take away a copy if they would like. Thank you letter to be sent to the Powells. viii) Evangelist group to be started. Anyone interested talk to Joel. ix) Day of PCC – question about whether we can change our day. Poll to be put on WhatsApp group. x) Wynn has asked for a key to the Churchdoor. This was agreed. xi) The keyholder register is likely to be in the papers passed on my Mike. James will check this and make sure that it is up to date.	Barry	Jane	Pippa/James	Barry	Joel All	Pippa
10	Churchwarden Matters Hire of Churchrooms. We have had some recent enquiries Bella needs to coordinate all enquiries and then pass onto Wynn. Bella will be asked to put all bookings on the calendar. Wynn and Pippa will look at the letting agreement forms. Cost to be agreed.						Wynn/Pippa
11	Correspondence						
12.	Dates of next meetings.						
		PCC Meeting: 7.30 pm on 10th September 2026	PCC Meeting: 7.30 pm on 12th Nov 2026				

*Item in green was not discussed but I think it would make sense to do this.