



## Minutes of the Parochial Church Council

Tuesday 23<sup>rd</sup> September 2025 at 19.30

### Committee Room

In the chair: Fr Henry Pryse (Fr H), delegated to Rachel Martindill (RM)

Minutes: Tim Bayton (TB)

Present: Caroline Adams (CA) Tim Bayton (TB), Susan Coombs (SC), Gary Patch (GP), Rachel Martindill (RM), Joanna Mimmack (JM), Marilyn Pegg (MP), Fr Henry Pryse (Fr H), Pat Read (PR), Jim Weeks (JW).

**1. Fr Henry opened the meeting with prayer.** He then passed the chair to Rachel Martindill.

**2. Apologies:**

Anne Killingback (AK), Jill Mather (JMM), Mike Payne (MGP), Sue Pinn (SP), Joan Ridgway (JR), Nigel Ridgway (NR), Nigel Williams (NW).

**3. Correspondence**

As circulated. The following items were presented in addition:

- i. A message from Emma Jones to thank Fr H for his care, welcome and gift. In lieu of the mileage claim of £9.00, Emma also requested that a donation be made to St Petrock's.
- ii. A donation of £1,000 from St Sidwell's Feoffees' with a handwritten note to Fr H. (See Correspondence to November PCC meeting.)

**4. The minutes of the last PCC meeting (08.07.25) were approved.**

(Proposed PR, seconded GP, and approved nem. con.)

The notes of the Standing Committee (02.09.25) were received.

**5. Matters arising from the minutes of the PCC meeting on 20.05.25.**

i. **Minute 3i:**

CA noted that a DBS certificate had been checked, an ID had been verified, and 3 further checks remained outstanding.

ii. **Minute 4:**

The Mission Action Plan was accepted as a working document. It was acknowledged that the plan would never be a perfect, finished production, because it represents an ongoing intention of action. Some of the initiatives in the plan were already in progress, such as: *The Chosen* discussion group, welcome cards for new parishioners, *Contact* magazine articles on groups at St James', social events for Messy Church volunteers, social events for the choir.

**6. Rector's report**

- i. The PCC received with thanks the report previously submitted by Fr H (see file).
- ii. Fr H added that he had attended an induction programme as a Parish Mentor, for clergy who are accompanying ordinands through their training. Furthermore he showed the 'Strategic Plan 2025-2031' as an example of the vision that Exeter Cathedral is pursuing.

## 7. Treasurer's report

- i. The PCC received with thanks the report previously submitted by NR (see file).

Emphasis was placed on the fact that collections and stewardship are down. NR wished to highlight the fact that our Common Fund payments alone amount to £12.95 per participant. PCC members were encouraged to set an example in their giving. CA noted that many people give in other ways, such as by making and donating small purchases, rather than claiming for them. Thanks were expressed for this, and it was acknowledged that these gifts are an important addition to the average basic financial contribution of £12.95 per participant. JW queried whether this figure should be made clearer to the congregation. He further proposed that a more visible card payment machine with clear suggested amounts would be a useful way to facilitate donations.

**Action (RM and NR):** Determine current costs, aim to instal a more visible card payment machine preferably before Christmas 2025. RM and NR.
- ii. The appeal to fund equipment replacement and maintenance work was approved to run from Sunday 5<sup>th</sup> October to Sunday 26<sup>th</sup> October inclusive. The sum of £2,000 for sound system repair works was added to the stated costs, taking the target total to £9,570.

## 8. Churchwardens' report

The PCC received with thanks the report previously submitted by RM and SP (see file).

## 9. Safeguarding report and action plan

- i. The PCC received with thanks the report previously submitted by CA (see file).
- ii. CA indicated that areas shown in orange on the safeguarding dashboard are due in the next 3 months. Messy Church, which had been shown in orange, turned green yesterday on completion of the outstanding tasks. She reported that a meeting had taken place with the churchwardens to look at the dashboard. CA reminded the PCC that the safeguarding policy approved in May can be found in the blue folder at back of the church.
- iii. A fictitious safeguarding scenario (see appendix I) was discussed. It was emphasised that all incidents in which someone is made uncomfortable should be taken seriously and reported to the safeguarding representative, churchwardens or clergy; individual, apparently isolated reports might reveal a pattern of behaviour. Conversation about the scenario highlighted acceptable touch in particular: a hug in a public place may be different from one behind closed doors, and an innocently intended kiss on the cheek may be distressing to someone who has not consented to it.

## 10. Committee Reports

- i. **Health and Safety:** The PCC received with thanks the report previously submitted by CA (see file).
- ii. **Fabric:** The PCC received with thanks the report previously submitted by NR (see file).
- iii. **Communications:** The PCC received with thanks the report previously submitted by TB (see file).
- iv. **Young People:** The PCC received with thanks the report previously submitted by CA (see file).

## **11. Any other business**

### **i. Signage on the church site**

On behalf of JR, TB presented proposed signs to be installed around the grounds. JR envisaged that signs would offer visible evidence of our faith and of God's love, mercy and salvation when the church building is closed. In addition, NR had suggested that direction signs to the church hall from the arrival point on the south/west side of the site would be useful; the PCC agreed the hall sign, but desired clarification of the location for this sign. TB and GP were concerned about 'visual pollution' but GP considered that the suggested locations might mitigate this. There was a consensus that two Bible verse signs would be sufficient, if this proposal were adopted, and that a welcome sign near the entrance to the hall would be desirable. JW wondered whether a more simple, symbolic expression of our faith might achieve the objective more comfortably, in a similar way to the previously proposed cross in the top of the tower. Deferral of a decision until the next meeting was agreed, in order to allow time for further consideration of this and alternative ideas by all. The PCC wished to express thanks to JR for her work on this well-substantiated proposal and for prompting extensive thought and discussion.

- ii. **The PCC event to welcome newcomers** was announced to take place on Sunday 25.01.26 from 15.00 to 17.00 in the church hall.

**12. Date of the next PCC meeting: 25.11.25**

**13. The meeting closed with the Grace at 20.53.**

Tim Bayton on behalf of  
Jill Mather, Secretary to the PCC  
23.09.25

A handwritten signature in black ink that reads "Henry Pryse". The signature is written in a cursive style with a large, sweeping initial 'H' and a long, horizontal stroke extending to the right.

25.11.25