

## RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

### Minutes of the Meeting held on 24<sup>th</sup> July 2025

**Present:** Revd Alan Comfort, Gill Ainslie, Jim Ainslie, Bob Batchelor, Kevin Brazier, Rachel Daniels, Claire Driver, Chris Gibson, David Gill, Margaret Mellor, Mary Odam, Hilary Platts, Ruth Silburn, Revd Marion Walker, Dave Yaroslaw, Chris Yule.

**Apologies:** Joan du Boulay, Robin Brown, Belinda Mottram.

Revd Alan opened the meeting with prayer.

**25.40 The Minutes of the PCC meeting** held on 22<sup>nd</sup> May 2025 were approved (with a correction to the numbering of item 25.33) and signed by the Chairman as a true record. There were no matters arising not covered below.

**The Minutes of the Standing Committees** of 10<sup>th</sup> June and 7<sup>th</sup> July were approved and signed as a true record. There were no matters arising not covered below.

#### **25.41 Correspondence:**

- Thanks from Sharon Hatcher re. plant stall at Family Fun Day
- Certificate and acknowledgement of contribution of £74,198 towards Parish Share

#### **25.42 Ministry Team**

- The new service: a leaflet outlining the proposed changes was handed out and these will be made available to all church members on Sunday. It is hoped to start on 12th October if the projector and screen have been installed by then; the Faculty Application is in hand.

#### **The PCC agreed:**

- the new plan of services: 8am Communion, 9.15 Sunday Praise, 10.30 Communion or Morning Worship. The 1st Sunday will no longer be a WfA service, but Morning Worship
- the Music Group to continue playing on the 1st and 3rd Sundays if they are able
- the new pattern of services will be trialled for a year, with the proviso that it can be stopped at any point in the first year if the MT and PCC agree
- a laptop (up to £1500) to be purchased to facilitate the new 9.15 service
- a monthly subscription to YouTube to be taken out to enable the worship at the 9.15 service

Some practical details eg sides duties, refreshments still to be worked out, and it is hoped bell-ringing can take place between 10 and 10.30. The congregation will be asked to think about attending the new 9.15 service as well as their 'usual' service and it is hoped that 30 people will commit to doing so.

- Youth & Families Worker: Penny's current contract ends on 30th November 2025. Penny's contribution over the last 6 years has been much appreciated, especially in relation to Youth Club and Open the Book activities. However, the PCC agreed this contract will not be renewed. The future of this role is being considered by the MT and Wardens and a proposal will be brought back to the PCC once Penny has finished her work with us.

- Parish Administration: It is proposed to employ a part-time Administrator to work 8 (flexible) hours per week on a living wage, on a 3-month trial. Areas of work could include website and social media, Focus, Outlook, some rotas and clergy support. **The PCC agreed.**

### 25.43 May Festival

The Festival was very successful and brought many people into church. A booklet of highlights has been produced and there is a copy in the old end of church. Thanks to Bob Batchelor for attending all events in his capacity as PSO; there were no safeguarding concerns. The Festival made a bigger loss than last year, partly due to reduced capacity for the LCGC concert and higher expenses (eg the coach hire for school visits). David and Caroline Gill are thanked for their generous donation of £800+ from their Ruby Wedding, to be split between the May Festival and the youth New Day trip. **The PCC agreed** to make a donation of £200 to the church in Hartlepool for the loan of the Knitted Bible. Plans are underway for the 2026 Festival, which will feature Julian Lloyd Webber and his wife.

### 25.44 Treasurer's Report

#### a) Matters arising

- Charity Commission registration ongoing
- CCLI licence for "Song Select" purchased
- Uses of Ministry Development Fund under discussion with Rev'd. Alan

#### b) Income May-June 2025

- Donations: £400 from Lunch Club for second quarter; £250 from Music @ Rushmere; £200 from contactless and on-line.
- Interest: £1,000 from Lloyds deposit; £650 from YBS for Ministry Development Fund; rates continue to fall.

#### c) Payments schedule May-June 2025

Very heavy 2 months due to May Festival, Smarttrams for the fridge-freezer (thanks to Lunch Club for £1000 donation towards the cost) and Nicholas Jacob (architect's fees).

#### d) Gross income & expenditure schedule to 30/06/25

Shows Income of £157k incl. £100k donation, Expenditure of £66k, Surplus of £90k, so halfway through 2025 expenditure exceeds income by just over £9k, once £100k donation is discounted.

#### e) Funds schedule @ 30/06/25

Overall Funds total increased by £88k since the end of 2024; £21k available in Designated Reserve Fund (ex. anonymous donations in 2024) for Projection & Sound project. **The PCC agreed** to add Barbara Green's bequest of £2k to this Fund.

#### f) Income & expenditure to 30/06/25

Income is up 7%, but only 3% on a like-for-like basis (excluding Green bequest), with Giving up 7%; Expenditure down 3%; a Surplus of £2.7k compared to £0.6k last year.

#### g) Other

Thank you letters last sent to the congregation two years ago, and the Treasurer proposed writing again to coincide with the CofE's Generosity Week, 28th September to 5 October 2025. **The PCC agreed.**

## 25.45 Updates:

### Health & Safety

- a lock has been fitted to the inner hall door
- a separate fuse has been installed for the wi-fi to prevent kitchen appliances tripping it
- flammable items must not be put in the fuse-box cupboard in the lobby
- the beech tree between the closed churchyard and Lawn Cemetery is diseased and falling branches have damaged a gravestone. East Suffolk Council will arrange for it to be felled, but this may take some time due to a Tree Preservation Order. It is hoped they will leave the stump to become a wildlife habitat.

### Safeguarding

The parish Safeguarding Action Plan was reviewed, and all items requiring action have been addressed. The Plan was signed off and Bob was thanked for his work on this. All PCC members are urged to undertake Domestic Abuse training, although this is not obligatory.

### Eco Church

The Gold Award has been received, and Archdeacon Samantha will be making a presentation when she visits on August 3<sup>rd</sup>. The PCC approved expenditure of £90 for a wooden plaque. Thanks to Ruth and all the team on this great achievement. Ruth reminded the PCC there is still work to be done especially around our carbon footprint and in supporting other churches on their journey.

Church heating: the PCC had approved approaches to companies requesting schemas for IR, under-pew heaters and heat source pumps, but Jim and Tim now feel it would be better to write to companies inviting them to visit and give an overview of possibilities and then request detailed plans. There may be some cost involved for the visits and initial advice, but **the PCC agreed** to this approach.

## **25.46 Churchwardens' report**

- Vestry/toolshed roof: as reported at the previous PCC, Nick Jacob had supplied revised plans, at an increased cost, which had not been requested. The Standing Committee met on 7<sup>th</sup> July and agreed to put to the PCC that quotes should be sought from roofing companies to repair the existing flat roof. The reasoning is that grant applications will need to be made for the heating project, while the cost of this repair could be met from existing funds. Also, this is the only area of church that could be developed in the future so it might be a waste to spend so much money at this point. A repair is unlikely to need a faculty. **The PCC agreed.**
- Archdeacon's visitation: all 3 wardens attended the visitation.
- The fridge-freezer has been installed
- The new sidespeople have carried out their first duties
- The louvres in the church tower are nearly finished and are looking really good.
- Thanks, as always, to all volunteers

## **25.47 Panel reports**

Reports from the Mission & Giving Panel, Music at Rushmere and Youth Panel were presented. There were no matters arising.

### 25.48 Church events

May	26 <sup>th</sup>	Prayer breakfast
	27 <sup>th</sup>	Messy Church
Aug.	3 <sup>rd</sup>	Archdeacon Samantha visiting
		United service at St John the Baptist, Brightwell
	6 <sup>th</sup> , 13 <sup>th</sup>	Wednesday Wonders
	15 <sup>th</sup>	VJ Day Remembrance
	16 <sup>th</sup>	Coffee morning
	20 <sup>th</sup> , 27 <sup>th</sup>	Wednesday Wonders

### 25.49 AOB

#### Dates of PCC meetings

January 22<sup>nd</sup>  
March 5<sup>th</sup>  
March 19<sup>th</sup> – APCM  
May 28<sup>th</sup>  
July 23<sup>rd</sup>  
September 24<sup>th</sup>  
November 26<sup>th</sup>

New Day: Mon. 28<sup>th</sup> Jul – Sat. 2<sup>nd</sup> August – the PCC approved this as a church activity. Fundraising from the Picnic last week and David and Caroline's gift would cover the costs.

Murder Mystery Evening It was agreed any money raised would be given to CMS

#### Contactless giving

**The PCC agreed** that a tablet could be purchased (new or refurbished, costing up to c£100) to replace the one in the existing Payaz machine in the old end of church, and that a mobile TapTile device be purchased at a cost of c.£235. This could be used anywhere in the church or hall.

The meeting closed with prayers at 10pm.

**The date of the next PCC Meeting is Thursday 25<sup>th</sup> September**