

RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

Minutes of the Meeting held on 27th November 2025

Present: Revd Alan Comfort, Gill Ainslie, Jim Ainslie, Robin Brown, Rachel Daniels, Claire Driver, Joan du Boulay, Chris Gibson, David Gill, Margaret Mellor, Belinda Mottram, Hilary Platts, Ruth Silburn, Revd Marion Walker, Dave Yaroslaw.

Apologies: Bob Batchelor, Kevin Brazier, Mary Odam, Chris Yule.

Revd Alan opened the meeting with prayer.

25.29 The Minutes of the PCC meeting held on 25th September 2025 were approved and signed by the Chairman as a true record.

Matters Arising:

25.52:

- A Streaming Licence is not needed
- Penny's last Youth Club was last night, and a gift is in hand. A thank-you notice will go in the next Focus and parents and local schools will be notified in December.
- Sylvia Stannard has given up the role of Parish Administrator

25.60 Correspondence: None

25.61 Ministry Team

- Many thanks to all involved in the 9.15 service, which has had an encouraging start, and is being enjoyed both by people new to the church and existing congregation members. The need to welcome new people at the door and bring them into church was highlighted, as it can be intimidating to those new to the church.
- In the New Year ways will be sought to link Messy Church with the 9.15 service, perhaps by showing a video of a service at Messy Church
- Home Groups – there are now 5 groups meeting regularly, as well as special seasonal ones, and occasional get-togethers of all groups is proposed.
- May Festival – planning is underway.

25.62 Treasurer's report

a) Matters Arising

- Registration with Charity Commission ongoing, hope to submit next month
- Lloyds Banking - no further developments
- 135 Letters of Thanks issued – only one response received, which was positive
- Donation to A Rocha not yet made (see 25.26): to be paid in the first week of December to coincide with the Big Give Campaign which match funds our donation. The **PCC agreed** half of the October Coffee Morning money would be added to this

b) Income September - October 2025

- Donations: £885 from SHCT Ride & Stride; £400 from Lunch Club for use of Hall; £494 from contactless & on-line; £220 from June Wright funeral, with £200 to come; £120 from Bluecoat for Youth project; £60 from TAS for annual use of car park.
- Interest: £505 from Lloyds.

- Events: £288 from Toddler Group (less £91 expenses); £196 from Coffee Morning.

c) Payments schedule September - October 2025

- heavier 2 months, particularly new AV system (£15,507), boiler fuel winter top-up and Admin Asst; otherwise normal expenditures.

d) Income & Expenditure to 31/10/25

Compared to this time last year, Income is up 2.5% (with Giving up 5.5%), Expenditure is up 3% and the Surplus is £2.1k compared to £2.3k @ 31/10/24.

e) Funds schedule @ 31/10/25

Overall Funds total increased by £96.5k since the end of 2024.

£15.5k spent from Designated Reserve Fund for Projection & Sound project.

f) Gross Income & Expenditure schedule to 31/10/25

Shows Income of £218k incl. £127k donations with Gift Aid, Expenditure of £119k, and Surplus of £99k;

2025 overspend is currently £28k taking above donations into account, arising principally from AV, Staff, Maintenance and May Festival.

g) 2025 forecast

Likely to still be in surplus, with income on a par with 2024 and costs up 2%, but Surplus lower than last year.

h) 2026 initial Budget

Estimated income to be slightly higher, and rise in expenditure even greater due to potential Musician costs, with a resulting nil Surplus. The Treasurer will be consulting as usual to refine these initial estimates.

25.63 Parochial fees & salaries for 2026

A proposed table of fees had been circulated. The Organist's fee has not changed for 2 years, and the Treasurer will consult the RCSM pay survey for current rates. An increase in the Bellringer's fee at weddings to £190 was proposed, although it was accepted that this may deter some people. The Hall Hire charge needs further thought, and it was suggested that commercial hirers could pay more than community groups, family parties etc. The PCC was happy to adopt the new fee structure, but felt further work was needed on Hall Hire, Organists and bellringers.

25.64 Appointment of an Independent Examiner

Sandy Lloyd, FCA, is willing to take this on and PCC approved his appointment.

25.65 Declaration of Members' Benefits 2025

The Treasurer read out the statement in the Annual report & Accounts and asked PCC members to inform him if they had anything material to declare.

25.66 Parish Magazine proposals

There was discussion of what Outlook is for and whether it achieves the desired outreach. Points raised: it needs updating; possibly re-name it; it should be 'invitational' and 'punchy'; use colour; less wordy; include children's section; more biblical/faith based – aimed at people who don't come to church or know about Jesus; more input from congregation about what faith means to them. Frequency - perhaps 3 pa based around seasons (Easter, Harvest/Remembrance, Christmas). Deadlines may need to be more

flexible to enable production and delivery in time for festivals and events. An Editor/editorial team would be needed but Sylvia is prepared to continue compiling it and a colour version could be produced at very little extra cost (about £55 per issue).

The PCC agreed that there should be a magazine, which would be produced 3 times pa (plus the May Festival booklet). Revd Alan and Marion to take this forward

25.67 Updates

Health & Safety The lights on the church hall along the kitchen garden path to the car park need to be changed to motion-activated LED, and a new light to be provided on the steps from the kitchen garden into the car park. The latter will need List B approval.

The PCC agreed for this to go ahead. Thanks to Bob Mellor for all his work on this.

Safeguarding There are no concerns to report. Safeguarding Sunday took place on November 16th. The proposed involvement in the Diocesan Safeguarding Survey did not happen.

The Annual review meeting for Health and Safety, Safeguarding and Fire Safety will take place on 15 January 2026.

Eco Church

Heating: A detailed report and a one-page summary paper entitled 'Church Heating and Net Zero Carbon Options Appraisal' produced by Illuminous Heating had been circulated to PCC members.

Proposals for PCC discussion and agreement:

- a) Agree to applying for List B approval, purchase and installation of data loggers, to be fitted at high level in OE & NE nave, low level in chancel, and above the pipe organ in the west nave arch, as well outside the building.
- b) Agree to obtaining quote(s) for draught-proofing of windows.
- c) Agree that if DAC feel roof insulation is a possibility, obtain professional opinion as to the structural capacity of the roof to support additional insulation, and if roof integrity confirmed, obtain quotes for this work.
- d) Agree to discussing with the DAC the possibilities for a south door 'lobby'.

The PCC agreed to these proposals

Eco Award: churches are encouraged to look beyond the congregation for help to maintain church grounds, and Ruth was happy to report that we have 2 such helpers. The Award scheme will be celebrating its 10th anniversary in 2026 and there will be some kind of celebration.

25.68 Churchwardens' report

Thanks were received from the parish council chairman, in addition to our thanks for all those involved in the Armistice Day service and event which followed. Thanks also to all those helping to make things run smoothly on Sunday mornings, especially between the services.

Vestry roof: the Hot Working Plan has been approved and List B approval has been obtained for the roof work to go ahead. Maguire Roofing is set to start work in the New Year. Thanks to all those involved, particularly Tim for the Hot Working Plan.

