

RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

Minutes of the Meeting held on 22nd January 2026

Present: Revd Alan Comfort, Kevin Brazier, Robin Brown, Rachel Daniels, Joan du Boulay, Chris Gibson, David Gill, Margaret Mellor, Mary Odam, Hilary Platts, Ruth Silburn, Revd Marion Walker, Dave Yaroslaw, Chris Yule.

Apologies: Gill Ainslie, Jim Ainslie, Bob Batchelor, Claire Driver, Belinda Mottram.

Revd Alan opened the meeting with prayer.

26.01 The Minutes of the PCC meeting held on 27th November 2025 were approved and signed by the Chairman as a true record.

Matters Arising:

25.71 Director of Music: a couple of people are being sounded out and enquiries will be made of the Suffolk Organists' Association.

26.02 Correspondence

Letters of thanks from:

- CMS for £829.41 raised at the Murder Mystery Evening
- MAF for £575 collected for Charity of the Month
- FIND for contributions of Christmas items which helped to reach 481 households

26.03 Ministry Team

- The first Home Groups joint meeting is on February 10th, 7 - 9pm. Different groups will be responsible for worship, teaching and food. The theme is yet to be decided.
- CCLI Licence: a separate licence is needed to cover copying from non-music publications, books, journals, magazines and documents.

The PCC agreed to purchase a Size B CLA licence when the church CCLI licences are renewed on 31st January 2026.

- Outlook: The next issue will be produced in time for Easter. Tim has offered to help produce it with input from Mary Duncan. An external designer, Steven Gray, can design it for £320 set-up plus £100 per issue. Kevin is happy to continue working with advertisers, and will inform them there will only be 3 issues p.a. in future. A quote of £604 has been obtained from Sealeprint for 130gsm silk paper which would allow colour printing, although it was felt that this does not fit with our eco aspirations.

The PCC agreed to engage Steven Gray on a 1-year trial basis to work with Tim and Mary, and to ask if a suitable lower grade, more environmentally friendly paper could be identified.

26.04 May Festival

The theme is *Drawn to Jesus*. The planning team has met, and highlights include:

- Concert by Julian Lloyd Webber and his wife Jiaxin Cheng (Saturday 2nd)

- Art Exhibition 'Drawn to Imperfection' (13th-20th May) www.drawntoimperfection.com
- Graham Daniels – speaking at several services and events (9th-17th May)
- Breakfast, with a guest speaker (footballer)
- Concert, with Richard Hubbard and Cantus Firmus

It was noted that there is money in the Local Evangelism Fund to cover any financial shortfall, as for the 2025 May Festival.

26.05 Treasurer's Report

a) Matters arising

- Registration process with Charity Commission, still in hand.
- Banking: Lloyds a/c now called 'Charity Account' with cheques (50p each) and money-handling now charged but with £50k limit on payments raised to £250k
- Hall-hire rates outstanding; Treasurer will pursue for next PCC meeting.

b) Income November-December 2025

- Donations: £400 from Lunch Club and £100 from M.U. for use of Hall; £244 from contactless & on-line; £200 from June Wright funeral; £75 for annual use of car park; £25 from Sharon Hatcher for Fun Day flower stall.
- Events: £455 from Patronal Supper (less £393 expenses); £80 from 9.15 service refreshments and £22 from Messy Church.

c) Payments Schedule November-December 2025

Very heavy December, including PB final payments, Church heating project costs, A Rocha payment, Lloyds Fixed-term deposits, Scottish Power electric (unexpectedly high - to be investigated), Messy Church hall-hire, otherwise normal expenditures. Payroll - **the PCC agreed** to keep this going even though there are no employees at present, rather than having to set up again in the future.

d) Income & Expenditure to 31/12/25

This is a first draft and there will be small changes within, but little change to bottom-line. Compared to last year:

Income is up 0.5%, with Giving up 5%; some generous Donations; Events income down (fewer quizzes and more being given to charities)

Expenditure up 2%, mainly due to higher Office and Running Costs.

Surplus of £4.9k compared to £5.9k in 2024.

e) Gross Income & Expenditure Schedule to 31/12/25

Income of £239k incl. £129k donations with Gift Aid, and Expenditure of £138k, giving a Surplus of £101k – a very healthy position *but* once the major donations are discounted, the 2025 overspend is currently £28k, which stems principally from the AV Project, Staff employed in 2025, Maintenance costs and May Festival deficit.

f) Funds Schedule & Balance Sheet @ 31/12/25

Overall funds total has increased by £96k to £262k since the end of 2024; £15.5k spent from designated reserve fund for projection & sound project.

Balance sheet shows assets totalling funds £274k, with no 2025 valuation yet for the Middleditch endowment yet.

g) 2026 Budget

Thank you to all who contributed to the final Budget, which was very helpful.

Income estimated to be 2.5% higher, with Giving up 3%; expenditure up 7% due to potential Musician costs; and a resulting small Surplus of £1k; Youth work costs are in anticipation of use of Ministry Development Fund; and Special Projects are principally the Vestry roof, and Church heating investigations.

26.06 Updates:

Health and Safety: the annual meeting took place on 15th January, and **the PCC accepted the report**. Some of the items for action have already been undertaken. All Risk Assessments are up-to-date.

Safeguarding: All documentation and procedures are up-to-date, and the PSO regularly reviews the register of training requirements and DBS checks..The Annual Report on Safeguarding was presented and **accepted by the PCC**.

A Volunteer Driver Agreement (particularly for Lunch Club drivers) had been circulated and was discussed. It was felt that this could apply to those involved in Youth Work as well. More information is required about what is expected if requirements cannot be met (eg around escorts), what constitutes an emergency, and what if people do not wish to sign the agreement. The PCC would like this to be discussed at a future meeting.

Eco Church:

- Printing: concern about the amount of printing being done, in the light of our Gold Eco-church status, particularly flyers for events and PCC printing. It was proposed that more use be made of the screen in the hall for advertising events over coffee and for displaying PCC papers instead of making paper copies.
- Churchyard: we have been given a hornbeam sapling and an oak sapling has been promised. A wildlife audit will take place in 2026.
- Heating: a meeting has taken place with Edmund Harris and James Rolls from the Diocese. They advise producing a plan of our vision and needs for the future, so that any heating system and structural modifications are fit for our purposes in the long term. This doesn't need to be a detailed plan but should indicate what we need urgently, what we need in the medium term and what our longer-term aspirations are. Jim and Tim would welcome thoughts on a draft vision statement.

The PCC agreed that a structural engineer should be asked to advise on the suitability of the church hall roof for solar panel installation.

Jim and Tim were thanked for their continued work on this complex project.

26.07 Churchwardens' report

- Thanks to all who made the Christmas services so successful
- An additional person has been asked to join the Sidespersons rota for the 10.30 service
- The church Inventory will be checked soon – help with particular areas such as the choir cupboards and the Youth Club cupboard would be very welcome.
- Lighting on the garden side of the church hall and near the steps is in hand

- Vestry roof: work has been held up by the wet weather. Maguire Roofing will give 7 days' notice when they are ready to start, allowing robes to be moved, top cupboards emptied and space cleared in the tool shed.

26.08 Panel reports

Mission & Giving: some Mission Breakfasts (previously called Prayer Breakfasts) have been poorly attended – embarrassing if there is a guest speaker. There will be fewer outside speakers in future, and people are asked to come along if possible.

26.09 Church events

Past:

Nov. 29	Patronal supper and quiz
Dec 7	Joint service at St Michael's, Martlesham
Dec 13	Messy Church
Dec 21	Carol service
Dec 24	Crib service and Midnight Eucharist
Dec 25	Family Holy Communion
Jan 18	Joint service at St Andrew's for Week of Christian Unity

Future:

Jan 24	Mission breakfast
	Messy church
	Burns Night supper
Feb 10	Home groups joint meeting
Feb 21	Coffee morning
Feb 28	Mission breakfast
	Messy church
March 1	Joint service at Rushmere Baptist Church
March 5	PCC
March 19	APCM

26.10 Any other business

- Deanery Synod: elections for up to 3 lay members from St Andrew's for the next 3-year cycle will take place at the APCM. If you are interested in finding out more about what is involved, please speak to Robin Brown or Hilary Platts, the current representatives.

The meeting closed with prayers and The Grace at 9.35pm.

The date of the next PCC Meeting is Thursday 5th March 2026