

## **PCC of All Saints Brixworth**

Minutes for Meeting to be held on

Tuesday 22nd July 2025

@ The Heritage Centre (7.15 for 7.30pm start)

**Present:** Chris Gretton (CG) acting chair, John Daley (JD) Treasurer, Gill Brunton (GB), Janice Cain (JC), Rosemary Ward (RW), Ann Manning (AM) Richard Garbutt (RG) Claire Burbidge (CB) secretary

**Apologies** – David Reith

**Bible and prayer** : psalm 18

Psalm 18 is a song of thanksgiving, David, surrounded by his enemies calls to the Lord and he is heard. God responds because he deals with us according to our righteousness and David responds by singing the Lords praises among the nations. This unfailing love of God will be shown forever which was realised in Davids descendent Jesus.

**Minutes of previous meeting** - Previously agreed electronically

**Matters arising** (not covered elsewhere on this agenda) –

- New Policies need to be put onto website
  - **Action: CB to arrange**
- Churchyard Policy Needed? Families to be told of expectations. – still in draft stage
- Church Hire Policy to be accepted (and signed) by ALL Church users, not just those paying.
  - **Action: CB to add signing page**
  - Friends to sign is once a year
- Cash handling policy - will be done via Standing committee

**Decisions made by email** (if any)

- Relic Glass to be removed to be fixed. Tony to remove the glass. We have two covers for the relic and the apprentice are making another two, which if they are good they will be used.
- **Action: Tony will send a letter of thanks to Warwick university.**

**Correspondence**

- DAC Visit and Requirements (Statement of Significance) – this will be dealt with under fabric

## Main Section of the Meeting

### AV Quotes and Decision

Richard has provided a summary of the quotes – as attached.

- Option 1 issue: DSAB have only got low power projectors. It would reach but we are unsure if they would be bright enough. As sunlight comes in through the south windows.
- Option 2 - AV expert, they seemed to know what they were doing, Rather than DSAB who took things and went. It is more expensive but there are things in the quote that we might not need which might lower the price.
  - There would be a security cage around the projector to stop it being stolen.
  - A click share box allows a better wireless connectivity than normal ones. But we might not need the model they have quoted, we might be able to get a smaller one.
  - An architect would be needed to check the weight bearing on the beam and also we would need to get a faculty.
  - They also offer a free loan while they repair ours.

Summary of what we want – Projector at the back and screen comes down from the beam where David stands.

- The screen needs to be behind the beam when it is resting – **Action - RG to double check that this is okay.**
- JD noted that there was just under £15,000 in the NatWest Current account as at 22<sup>nd</sup> July. This leaves a shortfall of £14,000, although there is £49,000 in the instant access deposit account. We have already received a £10,000 donation towards the cost of the new AV system. Need to remember that £10,000 needed for Parish Share required at end of July.
- Should church be made aware that this decision is being made. This decision does need to be communicated to the

congregation and that this large amount of money is being spent. This should go on the notice sheet when it is ready.

- Are we happy to explore this as the preferred choice - AV expert option 1. We can firm up the options.
  - Proposed – CG AV Expert option one
  - Seconded RG
  - In favour - 6
  - Abstained - 1
- Action RG and CG - Speak to structural engineer, church architect and address faculty applications

## **Standing Committee**

Treasurer: John has stood down as treasurer. Thanks expressed for all the work he has done

- RG has agreed be treasurer.
  - Vote Needed. RG is happy to do it
    - CG proposed that the PCC appoints RG as treasurer
    - Seconded by GB
    - All in favour
  - Join Standing Committee
    - Proposed by CG: Resolve to remove John to come off SC and RG to come on the SC
    - All in favour

Looking forward we need a gift day – where we encourage people to give and to review their giving – possibly in sept. It would be helpful to have something behind the plate which says offertory

## Financial Update

- Expenditure of the first six months is approx £9,000 more than we had come in
- £2,600 has come from the Friends for the trees yesterday John has thanked them
- Just under £15,000 In the bank account
- David hasn't given his expenses for March and June Qtrs in yet

- Awaiting Just over £3,700 from the Friends
- Agreed to send £10,000 for June Qtr Parish Share to the Ephesian Fund. Ephesian Fund has sent the money to Diocese of Peterborough, and we await a receipt from Peterborough.

### Questions/Comments

- It was clarified that DR's expenses haven't yet been received.
- New Notice Board. Is anything going to happen with this? Is this in Davids expenses? JD said that this has been reimbursed.
  - June mission includes £2,254 for the Messengers and the flower festival is £1,271.
- Restricted Designated – January – Storage container fee – why was it January – the final decision was that we weren't going to get it.
- Repair to intruder alarm, was a service and battery replacement - JD to change this to service
- It was a 321 course not 123
- Did we get the donation for £850 for the flowers. DR said someone said they would donate but as there wasn't a flower festival in 2024 it didn't happen.

### Cash Policy

How do we define the cash to be counted in church – is it only monies to be paid or received in the church? Belles have money and it was agreed that this money should be handled in the same way as any other money, which is through the PCC accounts. It was noted that their money has never gone through John. They are currently autonomous and they shouldn't be. RW has got all the receipts for All Saints Belles. They don't ask the church for money. They need to keep a book and receipts and any money taken.

- Policy accepted.
- **Action: JD to send CB the final Policy. CB to add it to the church website policies**

### **Health & Safety**

- Report was provided in advance of the meeting

- Old lady fell over at a wedding
- Last week Annie her foot got caught on the underlay of the carpet and she fell over. GB the underlay is going to be attached to the carpet and to the floor, but there is a curve in the carpet and it will take a long time for the carpet to straighten out. It was to be done today, but it wasn't done because of illness. Annie is fine about it.
- Need a new H&S officer
  - Could this be offered to the church – possible Chris Kean
  - **Action: advert to be put on the notice sheet**

### **Safeguarding report**

Report was submitted beforehand.

- All PCC are DBS checked, CG and GB need to do Foundation Training and RW needs to do leadership training.
- Junior Church Helpers have been requested to start DBS process
- Other groups Include homegroups and All Saints Belles – DBS's already in place or started for these leaders. For Pastoral Care John and Sheena should be added
- The possibility of group safeguarding training was discussed.

**Action: CB to investigate possibility of group safeguarding training. CB to begin DBS for John and Sheena**

### **Fabric Committee**

Report was provided in advance of the meeting

- Statement of Significance has been circulated and Statement of Need has been started – thoughts and feedback are helpful.
  - Assistance in thinking what are statement of needs are.
  - Could we say that the screen is borrowed not just temporary.
- Friends
  - Copy of notes sent to CG and GB
    - Decoration of west wall, whether VAT is being claimed back? No – we are not claiming the VAT back. The grant scheme money has been halved by government this year. There are a lot of large

churches who struggle with their projects are not getting VAT back – so not worth trying to fill in the forms when we are so unlikely to get it. VAT scheme is for repairs to places of worship not new work.

- Friends will not fund the clearing of the carpets. It was agreed by email through the standing committee – No invoice should have gone to the Friends.
  - Friends will require clarification on what work was required and completed after storm damage. They have had an invoice – that shouldn't have gone to the Friends.
  - Trees – they have two invoices . Horse Chestnut tree felling of £2,200- which they have agree to pay which has now been received. £600 for removal of Scots pine – is this additional work as this wasn't mentioned to them? We hadn't talked to the Friends about that and they shouldn't have had that invoice.
  - The Friends want to lay edgings not paving slabs and the friends are doing that – and hoping to do that in September
- Church
    - DR to chat to flower arrangers about safety. We don't know if this has been actioned
  - Churchyard
    - Get Roger and Tony together and look at their report and speak about the old graves and anything else they deem necessary.
    - When policy is finished, we will get a sign made. Parish Council use a new notice board. What is happening for their old notice board outside the Greengrocers. Could it be smartened up to use in the church yard. We could approach the parish council to see if we could have it for the churchyard.

- Invoice from moverfix – it's the lawnmower that David broke – invoice for housing cover. JD needs a signature to authorise the payment
- Identifying and fixing old graves - RBJ and TB to be asked (GB) This is being actioned
- Gravedigger to be asked to add to 'dipping' graves - We can identify the graves on the plan and CB can help the grave digger identify them. Tim He will use some spoil from the heap and remove what is left of the spoil heap.  
**Action: RBJ and TB to let CB know which graves.**
- Spoil heap needs removing
- Rewilding area is not being cared for by Parish Council. "Cut and Remove" (CG) TB has strimmed half of it. CG has emailed the parish clerk. Informed them that TB has been strimming. It should be strimmed at the end of July

### **Mission & Worship Committee report**

- Next Meeting September 4th

### **Any Other Business** (advised beforehand please)

- Tables from the fetes – David Hamson wants permission to chop them up. They are dated from 1945 and now got woodworm – they are stored in a pit in David Hamsons workshop. Agreed for them to be destroyed. **CB to inform David Hamson.**

### **Date & Place of Next Meeting**

Tuesday 23rd September 2025 Heritage Centre