



St Michael and All Angels, Ledbury

Minutes of Standing Committee – 4 November 2024

Present: Keith Hilton-Turvey (Rector)
Catherine Beech (Churchwarden)
David Houghton (Churchwarden)
Andrew Beech
Stephen Cheetham

870. The meeting opened with Philippians 2:1-11 and prayer.

Minutes of the meeting on 2 September

871. These were agreed unanimously and signed.

Winter services

872. The 8.00 service has moved to St Katherine's Chapel. LEAF are seeking £10/hour to cover the cost of lighting and heating. It was felt that this was reasonable. In the event of very cold weather, the 10.00 service will be moved into the Chapter House. It was acknowledged that many church members were unhappy with the service being moved there; hence it was felt that this use should be kept to a minimum. There will be no second Sunday evening Communion service over the winter (January to March).

Communications

873. Sarah Whitcombe had produced a number of positive ideas for improving signage in and around the church. As part of this a complete revamp of the noticeboards inside the church porch (including the headings) was also deemed highly desirable to bring order to the present clutter. David Houghton will contact the Friends about funding these new arrangements. Keith Hilton -Turvey will produce a short paper for the PCC setting out what Sarah's recommendations were, and Stephen Cheetham will seek to increase the church's profile on "A Church Near You", the Church of England's guide to Anglican churches. Keith will also speak to Christine Walters about the church having a regular slot in *Ledbury Focus*.

Action: Keith Hilton-Turvey/David Houghton/Stephen Cheetham

Policies and procedures

874. Draft lone working and food safety policies will be presented to the PCC. Cath has been unable to find any existing health and safety policy, so will seek a proforma one from the church's insurers to develop for the church's use. She will continue to work on the church risk assessment; as part of which she will improve the signage warning of the uneven floors within the church.

Action: Cath Beech

Finance

875. Stephen Cheetham presented a finance report. He explained that the church was now on track to produce a small surplus. But giving by church members continued to fall, which he saw as a worrying sign. It was agreed that it would be inappropriate to reintroduce the offering plate during services, but instead the existence of the plate for the retiring collection at the rear of the church should be stressed during each service. This might encourage giving by reminding members that the church is dependent upon their financial support.

Action: Keith Hilton-Turvey

876. David Houghton reported that two organisations had offered sponsorship for the church heating costs. Stephen Cheetham will send him details of the church's heating costs and requirements from 2019, the last "normal" year for David to pass on.

Action: Stephen Cheetham

877. The PCC will be invited to fund the prayer wheel at a cost of £525 + VAT.

878. Stephen Cheetham reported that some of the hymn books used by the choir were showing signs of wear. He proposed that 20 of them be rebound at a cost of £125 each. It was agreed that Stephen would seek three competitive quotes for this work, and also consider buying some replacement books instead.

Action: Stephen Cheetham

879. The churchwardens had been led to understand that Masefield Solicitors were holding some funds on behalf of the church. It was not known what these were, but it was possible that they had already been consolidated into the Education Fund. Cath Beech will write to Masefields to get to the bottom of the issue.

Action: Cath Beech

Review of parish fees and expenses

880. Whilst most fees are set centrally by the Church of England, parishes are allowed to set some fees for themselves. These had not been reviewed since before the Covid pandemic. It was agreed that all should be increased by at least 20% to a suitable round figure. Keith Hilton-Turvey will produce a paper for the PCC to consider.

Action: Keith Hilton-Turvey

Fabric

881. Andrew Beech reported:

Permanent heating solution

- A report was expected imminently from the heating consultants;

Roof valley repairs

- It was unlikely that this work would proceed until next year;

Upper rooms

- Further work to strengthen the floor over the porch will be required. Costs are being investigated;

Pews

- A faculty for this work had been received. The joiner will be able to start work in February.

Inventory and terrier

882. The churchwardens were conscious of the need to update both the inventory and terrier. Andrew Beech will supply details of some of the more recent structural changes to the church.

Action: Andrew Beech/Churchwardens

Safeguarding

883. Carl Steventon (Diocesan Safeguarding Officer) and Lisa Anderson will address the February PCC meeting.

Other business

884. The PCC will be invited to agree that Richard Nightingale should become a communion administrator.

Action: Andrew Beech

885. Owing to a clash with the Ledbury Food Bank AGM, neither the Rector nor Cath Beech will be able to attend the November PCC meeting. David Houghton will chair the meeting instead.

Date of next meeting

886. The next meeting will be at 8.00pm on 3 February 2025 at The Croft, Woodleigh Road.

The meeting closed at 9.32 pm with prayer.