



# St Michael and All Angels, Ledbury

## Minutes of Standing Committee – 19 May 2025

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

**919.** The meeting opened with Psalm 105:1-10 and prayer.

### Minutes of the meeting on 3 March

**920.** These were agreed unanimously and signed.

### Policies and procedures

**921.** The church risk assessment remained outstanding. Members of the new PCC will each be given a zip file containing all agreed church policies, the PCC Code of Conduct and the resilience document.

**Action: Cath Beech**

### Volunteering

**922.** Michael Gallagher will preach on Volunteering Sunday, 25 May. Tim Keyes' working group has two meetings arranged. The group is seeking to prioritize gaps in coverage, and to seek ways of filling them.

**923.** Benjamin Hilton-Turvey will be moving house, away from Ledbury. A replacement will be needed for his work on the audio-visual and sound equipment.

**924.** It was thought that some input to the church's administrative load could be purchased from an agency, or through local recruitment. It was, however, agreed that the church should not formally employ anyone for this. Keith Hilton-Turvey will discuss the most appropriate way to achieve this with Margaret Adewale, who is an HR specialist.

**Action: Keith Hilton-Turvey**

## Finance

**925.** Giving remained at disappointing levels. Stephen Cheetham proposed that the church open an equity account to invest the Heaton bequest, which, he felt, should generate of the order of £50,000 per year. This, and the question of whether Parish Share should be increased, will be discussed by the PCC.

**926.** Stephen Cheetham will discuss the proposed investment regime with Stephen Herbert, Diocesan Finance Director, as it was felt that the diocese should be made aware of the parish's plans for investing the Heaton bequest, even if it has no formal role in this.

**Action: Stephen Cheetham**

## Fabric

### Inspecting architect

**927.** Jane Chamberlain, who had been the church's inspecting architect for many years, had indicated her intention to resign from the post for family reasons. The Fabric Sub-Committee will seek a replacement, an agreed candidate will be brought to the PCC for confirmation as soon as possible.

**Action: Fabric Sub-Committee**

### Permanent heating solution

**928.** The Fabric Sub-Committee had not been over-impressed with the work of Ingleton Wood. Instead, they had met Ian Mather of Withycombe Design Services of Tewkesbury, who is a qualified Mechanical and Electrical Engineer. He was of the view that electric boilers were costly to install and run. Whilst air source heat pumps are not currently capable of heating St Michael's adequately, the technology is developing fast and he believed that within, say, five years, they would be. Accordingly, he suggested that the church should seek a faculty to install a replacement gas boiler (possibly second-hand) on a short-term basis, with the intention of replacing it with air source heat pumps in due course. He will submit estimates for this work, which would need to be approved by the PCC.

**Action: Andrew Beech**

### Upper room floor and roof valley repairs

**929.** No progress to report.

### Spire

**930.** The terms of the Heaton bequest mean that this work cannot be immediately funded.

### Pews

**931.** The joiner had taken two of the pews to his workshop in Gloucester.

## **Safeguarding**

**932.** No safeguarding issues have arisen. DBS training continues to take place. Any safeguarding issues should be reported to the diocesan safeguarding team. Annie Lindon has passed all the various job descriptions to Keith Hilton-Turvey.

**933.** It was agreed that all PCC members should complete the basic online safeguarding training.

**Action: All PCC members**

## **Other business**

**934.** There was to be a ministers' meeting the following day to discuss the arrangements for the Pentecost services.

**Action: Keith Hilton-Turvey**

## **Date of next meeting**

**935.** The next meeting will be at 8.00pm on 7 July at The Croft, Woodleigh Road.

The meeting closed at 9.25 pm with prayer.