



# St Michael and All Angels, Ledbury

## Minutes of Standing Committee – 3 November 2025

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

**971.** The meeting opened with Psalm 92 and prayer. This was to be Keith Hilton-Turvey's last Standing Committee meeting. He thanked the other members of the committee for their support over the years.

### Minutes of the meeting on 1 September

**972.** These were agreed unanimously.

### Additional PCC members

**973.** Andrew Beech reported that, since the APCM, the PCC had carried vacancies for four lay members. Sonia Bowen and Christine Walters had come forward and volunteered to fill two of those vacancies. It was agreed that the PCC would be asked whether it wished to appoint Sonia and Christine (under Rule M18(2) of the Church Representation Rules 2020 (as amended)) at the November meeting.

### **Action: Andrew Beech**

**974.** Andrew would seek the Archdeacon's advice about appointing an additional person to the Standing Committee until such time as a new rector is appointed.

### **Action: Andrew Beech**

**975.** LEAF had asked St Michael's to appoint an interim trustee to replace Keith Hilton-Turvey until such time as a new rector was appointed. It was presumed that the new rector would become an ex-officio LEAF trustee. It was agreed that Cath Beech would sound out Heather Lucas.

### **Action: Cath Beech**

**976.** An ecumenical group was being set up to prepare for the Week of Prayer for Christian Unity. David Houghton will ask MaryAnne Keyes whether she would be prepared to represent St Michael's on the group.

**Action: David Houghton**

### **Administrative support**

**977.** Over 50 responses had been received to the advertisement. These had been whittled down to those living in or near Ledbury. Six candidates had been chosen for interview; one subsequently withdrew having found another job. A preferred candidate had been identified. A further discussion will be held with her. Once in post, Stephen Cheetham will arrange for the administrative assistant to have editorial access to the church website.

**Action: Churchwardens/Stephen Cheetham**

### **Volunteering**

**978.** Tim Keyes had prepared a paper for the PCC, and would attend the next meeting to introduce it.

### **Finance**

**979.** Stephen Cheetham introduced a finance report. Giving remained well below budget (£18,000 below). Whilst expenditure also remained low, this was because of underspending on maintenance and would not continue. He noted that the Friends had agreed to fund half the cost of the boiler.

### **Fabric**

#### Permanent heating solution

**980.** An emergency faculty for the installation of a temporary boiler had been granted. The detailed conditions to be attached to that faculty were still awaited.

#### Upper room floor

**981.** A faculty had been applied for. Further supporting documentation had been sought, and would be provided.

**Action: Andrew Beech**

#### Roof valley repairs and spire

**982.** An alternative contractor is being sought.

**Action: Fabric Sub-Committee**

#### Organ repair

**983.** The work was expected to be complete within days. The vestry could then be re-assembled and the cupboards filled.

### ***Action: Churchwardens***

#### Kitchen

**984.** Andrew Beech pointed out that the Fabric Sub-Committee were not best placed to advise on what catering facilities the church needed (probably less than some might want). He proposed that a group be set up to determine what the church needed. This would have a limited brief, and would not consider where the catering area might be located, nor which company might install it.

**985.** In discussion it was agreed that Sonia Bowen, Christine Walters, Stephen Cheetham and (if available) Margaret Chapman might be asked to serve on the Group, should the PCC agree. Andrew Beech will draw up draft terms of reference.

### ***Action: Andrew Beech***

#### Organ video screen

**986.** Stephen Cheetham will consult AV Direct to see whether the organist's (separate) CCTV system could be improved.

### ***Action: Stephen Cheetham***

#### **Safeguarding**

**987.** There were no current cases. Cath Beech will notify Karl Steventon and Lisa Anderson that Maria Dineen has taken on the DBS checking role.

### ***Action: Cath Beech***

#### **Other business**

**988.** The Romanian church had asked to use St Michael's whilst the underfloor heating is installed in St Katherine's Hall in January 2026. They would occupy the church from 11.45 to 16.00 each Sunday. The PCC will be asked to agree this; David Houghton will produce a paper for the purpose.

### ***Action: David Houghton***

**989.** It was noted that the Dean of Hereford had still not responded to a request for a note confirming that the rector and churchwardens had no further liabilities as regards St Katherine's.

**990.** David Houghton will change the combination on the key safe from time to time. It was felt that too many people knew the existing code.

### ***Action: David Houghton***

#### **Date of next meeting**

**991.** The next meeting will be at 8.00pm on 5 January 2026 at The Croft, Woodleigh Road.

The meeting closed at 9.10 pm with prayer.