

MUCH WENLOCK WITH BOURTON PCC

MINUTES OF MEETING

Thursday 22nd May 2025, 7.00 pm



in Holy Trinity Much Wenlock

PRESENT:

Revd Preb Matthew Stafford (Revdm)
Mrs Carallyn Benbow (CB)
Mrs Francine Coulson-Joy (FCJ)
Mrs Ann Craig (AC) (Bourton)
Mrs Gill Davis (GD)
Mrs Alison Dixon (AD)

Mrs Sally Grant (SG)
Mr Mark Laws (ML) – Vice Chair
Mr Andrew Ramsay (AR)
In attendance: Mr B Quinn (BQ),
Director of Music

APOLOGIES:

Mrs Susan Crooke-Williams (SCW)
Mrs S Gilling (SGi)
Revd Lisa Harper (LH)
Mrs Judi Ramsay (JR)
Revd Sam Rigby (SR)

ITEM	ACTION BY
<p>The meeting was opened in prayer by Revdm.</p> <p>1. Apologies – received as noted above.</p> <p>2. Approval of minutes The minutes of the meeting held on 20th March were approved as a true and accurate record of the meeting – proposed by GD seconded by FCJ and unanimously agreed and duly signed by the Chair. The minutes of the meeting held on 27th April were approved as a true and accurate record of the meeting – proposed by AR seconded by ML and unanimously agreed and duly signed by the Chair</p> <p>3. Matters arising from the previous minutes All are covered on the agenda</p> <p>4. Update from the Director of Music</p> <ul style="list-style-type: none"> Two new probationers are progressing well and will be inducted as Junior Choristers in the near future. No change to adult membership. We are hosting Bradford Cathedral Choir on 25th May and providing supper. The choir will sing at Bangor Cathedral on Saturday 19th/Sunday 20th July followed by Choral Evensong as part of the Conwy Music Festival. Six choristers will attend the RSCM Bath event this summer. Financial contributions would be gratefully received. The new organ installation is progressing. Events and dedication are planned for Trinity Sunday weekend: <ul style="list-style-type: none"> Friday 13th May – ‘Come and meet the new church organ’ with Cotswold Organs (free event) Saturday 14th May – Opening concert with the Gallery Singers (sponsored with proceeds to Alzheimer’s Research UK) Sunday 15th May – 9.30 am Sung Eucharist and Dedication <p>BQ will compile a list of all people involved in supporting the organ project so that appropriate recognition can be given.</p> <ul style="list-style-type: none"> It was suggested and agreed to put together a programme of Saturday afternoon concerts for the year 2025/26 commencing in the autumn. The PCC will support this and it was agreed to review at the next PCC meeting. Sponsorship opportunities should be investigated to enable free entry with a retiring donations plate. It was 	<p>BQ</p> <p>ALL</p>

<p>also suggested to consider pew cushions to make afternoon concerts more comfortable and attractive.</p> <ul style="list-style-type: none"> As part of the Choir Church Project, BQ has been looking into the WOOFYT/Wooden One-octave Organ for Young Technologists for engagement with local primary schools, a novel and challenging experience combining music, science and technology. PCC financial backing will be required for this. BQ will provide estimated costs to the Treasurer for consideration by the PCC. The required permissions/DBS checks are now in place. A leaflet with more information about 'What is Church Choir' will be circulated with the minutes. It was discussed and agreed to arrange a 'come and sing' Joseph event in church on Gift Day afternoon. Library music copies have already been sourced and BQ will check regarding potential copyright issues. The PCC will review possible implications of live streaming services again. RevdM will discuss with LH who has previous career experience in this area. 	<p>BQ</p> <p>BQ</p> <p>REVD M/LH</p>
<p>5. Holy Trinity Bourton</p> <ul style="list-style-type: none"> Formal resolution for the work required at Bourton was agreed at the 30/03/2025 meeting and will be submitted for the faculty. A service will be held at Bourton on Sunday evening 25th May led by Paul Trenberth for Rogation Sunday. The PA system will be used. A 10.30 am Ascension Day service will be held at Bourton 	<p>SCW</p>
<p>6. Diocesan Year of Engagement</p> <ul style="list-style-type: none"> The St Florian firefighters service held in May was well attended. LH is working on bringing the schools together for education Sunday. The next engagement service will involve the doctors' surgery in October/November for St Luke's tide, showing appreciation to the health service. We have secured a meeting with a head official of English Heritage in June, to explore mutual support opportunities with Wenlock Priory. RevdM had a meeting with Toby Motley regarding working with the VNA to bring the Wenlock lectern back to be exhibited in Holy Trinity church, and will also explore activity with them around mental health week. 	<p>REVD M</p>
<p>7. Social Media Policy</p> <p>The Social Media Policy has been updated and simplified and checked with Sarah in communications at Hereford Diocese. As this applies to all churches in the Wenlock Team of Parishes, it will be on the agenda for the next Team Council meeting.</p> <p>A positive meeting has been held about the website. It has been a team effort developing it and it should be ready to go live soon.</p>	
<p>8. Finance</p> <p>Mel Elison has finished the work as independent examiner and prepared the certificate, which will be given to AR on Sunday. The 2024 accounts, as previously provisionally agreed, were unanimously approved.</p> <p>The accounts for the year-to-date show that we are close to budget for both income and expenditure.</p> <p>The organ will soon be completed and the final invoice in. Once payment is received from the donors, we will be able to investigate reclaim of the VAT as a listed building.</p> <p>The new church broadband with Sky is now functioning, at a significantly lower cost than from the previous supplier, BT.</p>	

The existing utilities contracts arranged through Parish Buying will come to an end in the Autumn. The Finance Committee are investigating cheaper alternatives.

The Wenlock Herald income is virtually on budget. Printing costs are reduced with the new printer and will result in making a profit this year.

LH attended a Cornerstone meeting recently where Holy Trinity Much Wenlock was mentioned as a model example for engaging with stewardship and use of the building to engage with people.

AR

It has been agreed the bollards outside church will be moved.

Parish Share

- We are required to submit our Parish Promise to the Diocese before the end of June. For the last two years we have given £60K per annum. The Finance Committee recommend an increase to £65K for 2026, covering both Much Wenlock and Bourton. Proposed by ML, seconded by FCJ and unanimously agreed.

Gift Day

- Plans are in hand for Gift Day on 20th September and will include tower tours and representation from the various groups within the church. We are formally registered with the Heritage Open Days scheme for our Gift Day on 20th September, so will be included in their media information as an open event. The congregation needs to be encouraged to get fully involved, groups encouraged to be actively involved along with putting up information. Signage will be improved. RevdM will speak to Isobel Buschell and also a contact he has for signage in Shrewsbury, and will bring some ideas to the PCC. We may be able to apply for the funding support from the MVEC. The day will be concluded with a Joseph singing event.
- We will have envelopes in the Herald in the summer edition, designed more creatively to attract attention and interest.

REVD M

9. Fabric

- **Church boundaries and access**

Ongoing

ML

- **Trees, churchyard**

The trees have been dealt with. A skip will be hired to clear up remaining timber and around the base of the Wellingtonias. RevdM will speak to the scouts about helping.

REVD M

- **Quinquennial**

It is planned to glaze part of the main doors. Architect Tim Ratcliffe is coming back to ML with details so we can get quotes and put through a faculty to the Diocese. ML will report back at the next PCC.

ML

Better insulation is needed by the South door to avoid the need for heating in the choir vestry and there is a need to cut down generally on drafts.

The road will need to be closed for the wall walkers to check the masonry on the tower – ML is following up.

ML

- **Heating/Green agenda**

The boiler will be serviced in the autumn. The current contract ends at the end of September. Options will be discussed further at the Finance Committee.

GD encouraged getting back into pursuing the Eco Church scheme. It is acknowledged as a very good scheme, but needs commitment and involvement from all areas of the church. SR has attended various courses on the subject.

10. Parish safeguarding

SGi sent a brief report in her absence:

The Safeguarding update is that there has been ongoing support for a local person who has periods of crisis and signposting advice is given to them and their family.

There is a new Safeguarding Administrator in post in Hereford.

Some DBS checks are in progress and are expected to be completed shortly.

RevdM has been on a recent course, acknowledging that we need better awareness of how to handle various situations and understand who we can signpost to. RevdM has fed back to the Diocese regarding the need to have good signposting.

Any other business

- RevdM has asked Revd Lisa to follow up with BQ regarding safeguarding and ensuring security issues are fully considered. The findings will be reported back to the PCC.
- There is a busy programme of services and events for June/July.
- The PCC was asked to pray for Sam as he prepares for ordination on 5th July at 11.00 in Hereford Cathedral. There will also be a service at 5.30 pm that day at Cound.
- An 8 am service on 6th July will be followed by a service at 3pm celebrating RevdM's 25 years in ordained ministry, at Holy Trinity Much Wenlock.
- New cupboards are in place by the West Door entrance for storing the service sheets. The previous shelves will be used for children's books and a dementia section.

11. Date of next meetings:

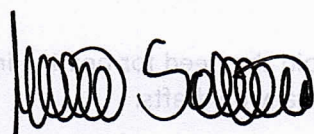
Thursday 17th July, 7 pm

Thursday 18th September, 7 pm – with termly update from the Director of Music

Thursday 13th November, 7 pm

The meeting closed at 20.45 pm in prayer.

Signature:



Date:

17.7.2025