

ST MARY'S CHURCH, HADLOW

PAROCHIAL CHURCH COUNCIL

Minutes of the PCC Meeting held on Monday 2nd June 2025, 7.30pm

1. Welcome

Members present

Father Jim (FJ); Mike Harvey (MH); Jenny Hopkins (JH) Janice Massy (JM), Martin Massy (MM); Jim May (JM); Sharon Vanns (SV); Richard Hopkinson (RH); Kirsty Finch (KF) Katerina Nixon (KN) Iris Shaw (IS); and Cathy Brill (CB),

2. Apologies for absence: Nicola Canham (NC), John Speed (JS);

3. Approval of the Minutes of the PCC Meeting held 17.3.2025

a. Minutes were approved

Matters Arising (not otherwise covered by the agenda)

Music Director –Action Fr Jim to further discuss with KN to finalise job description.

Meanwhile approach to be made to Tonbridge school to see if any students would benefit from opportunities to occasionally play the organ for services, **action KF**

And the PCC agreed to pay for individual service organists if necessary to make sure we have some cover. **Worship and Mission Committee** to take this forward in discussion with Michael Pound.

4. Treasurers report:

This report was received and the content noted. MM was thanked for his diligence in preparing this.

5. Actions arising from the APCM:

Draft minutes have been circulated, and no comments were received.

Contacts: All members confirmed that their contact via email and whatsapp remain the same.

Signature of responsibilities of PCC members documents: It was agreed that only Jenny and Kirsty need to sign HMRC fit and Proper person declarations and PCC Trustee Eligibility declarations as all other have done this previously.

Risk assessments : All members confirmed that they have read the current Risk Assessments and Building user Manual.

(A new safeguarding policy has been issued and this is covered under item 8 below)

Training In John's absence, MM to carry out training session on the use of the audio system.

Action – MM to arrange asap.

6. Away Day Planning.

- a. Agreed date of the 19th July . FR Jim to confirm location - **Action F J**
- b. Agenda to include review of the Vision 2030 proposals. - **Action F J**
- c. Cornerstone – New online tool developed by Church of England. To help grow income and giving within church, using clear, simple steps. These steps are called Pathways. St. Mary's part of a trial group. MM and JS had initial training and will meet with FJ to see if pathways can be used to encourage generous giving in our church. **Action required JS MM** carried over

7. Sub Committees :

Membership

Communication to be disbanded until such a time as a lead on Social media can be found.

Fabric : MM Convenor, FrJ , JS, RH, MH, - coopted Stephanie Wilcox and James Mendey - Kolozsvari

Finance: MM Convenor FrJ MH, JS, (NC for trial period).

Social and Fundraising (to include Friends of St Mary's reporting): JM Convenor: Fr J, SV, KF, IF, RH, and coopted Lee Kirk.

Worship and Mission: FR J Convenor: IF,JS, KN, JM, CB,SV, JS, KN, and coopted Mike Pound.

JM requested that the dates be rearranged so as to avoid conflict with Parish Council meetings: **Action Fr Jim**

Reports:

Fabric report noted:

Project 2030 outcome of questionnaire noted. Next steps :

'Friends of St Mary's ' group in its infancy, Friends of St Marys group (12 names).

Ideas for 2030 vision arising from the questionnaire to be discussed at away day.

Social and Fund raising: report received and noted:

Patronal Festival: JM to chase up responses from invitees to date.

RH to communicate with the Friends and ask Friends to ask their friends to the Patronal festival. 25 names so far gathered. Invite officially from the Vicar, and use similar format to invitations already sent.

Friends of St Marys group (12 names). RH to liaise further with JM on invitation format and invitees.

Emails to all on the electoral roll who have supplied email addresses to be sent.

Action RH JM to coordinate.

Michael Payne – proposal for display. Idea supported provided insurance and security are covered by proposal

Action - RH to speak to Michael

8. Deanery Synod report- MH reported on recent discussions and the PCC discussed the prevalence of vacancies in the Deanery.

9 . Safeguarding: CB confirmed as the safeguarding officer. She will circulate the revised policy for all to be fully acquainted with.

The PCC thanked Cathy B for her on going work in this area.

Action JS to consider a risk assessment for how Janice M as an employee of the PCC should proceed and review her HR terms in light of new legislation. **Urgent JS carried over**

Lone working: Other forms of lone working need to be monitored . Developed risk assessments about the use of the Church should help with this.

10. Correspondence: Alan Knowles has asked for the minutes to be published and displayed.
Action RH and JM.

11. Kibakwe – SV, JM and IF are going in July and asked that fund raising notes be added to the newsletter and pew sheet to assist with financing gifts such as water filters etc. Action- **JM to agree wording with SV and add to papers.**

Confidentiality: Nothing

11. DONM: Away day 19th July

Full PCC Monday 21st July 2025

RH 5.6.25

Signed....

Fr Jim Horton