

# The Parish of Ordsall and Retford St Michael

Minutes of the Thursday 20th November 2025  
Meeting of Ordsall and Retford, St Michael Parochial Church Council  
held in All Hallows at 7.00pm.

		Action
1.	Opening Prayer	
2.	<b>Attendance:</b> Revd. Alex, Nigel Bower, Don Phillips, John Chambers, Rachel Waby, Gill Glover, Tessa Rolph, Kerry Rawlings Michael Goffin, John Pugh, Kenny Newstead, Chris Porter. <i>Alison Thorpe</i>	
3.	<b>Apologies received from:</b> Maxine Fisher, Steve Thorpe, Paul Hardman.	
4.	Minutes of the PCC meeting held on 25th September 2025 to be agreed as a true record: <b>Proposed:</b> Revd. Alex <b>Seconded:</b> Nigel Bower For 11 1 abstention	
5.	<b>Matters Arising not coming up on this Agenda:</b> Election of another PCC member to the Standing Committee, due to the PCC Secretary no longer being a member of the PCC.  <b>Motion:</b> <i>Revd. Alex proposed that we should elect John Chambers to the Standing Committee.</i>  <b>Proposed:</b> Revd Alex <b>Seconded:</b> Don Phillips Unanimous	
6.	<b>Safeguarding:</b> Don Phillips, our Safeguarding Officer, will rewrite the safeguarding document with reference to the Safeguarding e manual table. All PCC members should have responded to the Safeguarding questionnaire drawn up by David Bean by the 30th September. However there were only eight replies, which was disappointing. It was noted that Safeguarding was always on the PCC Agenda, and that our Safeguarding Officer and Revd. Alex showed clear leadership and that our approach to safeguarding is constantly improving. Not everyone understands the importance of training. Tessa Rolph suggested that we could have online training plus discussion. Michael Goffin suggested that we need to have a Safeguarding representative in both Churches. We need to be more proactive.  <b>Important information for Safeguarding Hub users:</b> Don is a Hub Administrator, but each Hub needs a Hub owner. It was proposed that Revd. Alex should be our Hub Owner. The service agreement needs to be accepted before Monday 1st December.  <b>Motion:</b> <i>This PCC accepts the proposal that Revd. Alex should be appointed as our Hub Owner.</i> <b>Proposed:</b> Nigel Bower <b>Seconded:</b> Tessa Rolph Unanimous	

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## 7. Fabric & Finance:

### All Hallows - Fabric and Finance Report

**Damp in the Hall:** The results of the damp survey were very comprehensive and very expensive, £20,048. We cannot afford to do this at the moment.

**Lightning protection testing:** this needs to be done.

### Growing Disciples Grant and plans for improving sound desk/system - Revd.

Alex would like to install a Sound desk at a cost of £900 this would be controlled from an iPad, and would be funded from the Growing Disciples Grant. It was also proposed to install a TV in the Parish Hall.

### Quotations for the application of the SelectaDNA metal marking system on the Church Roofs.

#### Darren Preston:

- a) On the roof of All Hallows Church, Church Lane, Ordsall, Retford.
- b) On the gutters / downpipes and earthing metals on All Hallows Church, Church Lane, Ordsall, Retford.

£1,200 Plus VAT

- a) On the roof of St. Michaels Church and adjoining Hall, Bridgegate, Retford.
- b) On the gutters / downpipes and earthing metals on St. Michaels Church, Bridgegate, Retford.

£1,200 Plus VAT

On the roof of All Hallows Church Hall, Church Lane, Ordsall, Retford.

To discuss further with Darren Preston.

Kenny is currently still awaiting prices from **Barrass Roofing**. Luke from Barrass Roofing said that they applied Security Metal Marking on Babworth Church.

### Lighting in All Hallows Church - Lighting Faculty: still ongoing.

- a) For the proposed up/down lights in the central aisle the Diocese are asking for the light unit outer casings to be white, instead of black, because they feel they would be more suitable against the wall.

Kenny has asked Laurie if he can let us know if the light unit outer casings can be white. Or are the only options Anthracite (grey), stainless steel or black.

- b) Laurie provided details for the up/down light units, when the faculty application was submitted. Kenny asked Laurie if he can also send us a specification/drawing for all of the other replacement lights. The diocese are asking for a drawing to show exactly the position proposed for all of the new lights.

Kenny has also asked Laurie if we can have a meeting in Church to clarify where lights, shown on the specification/drawings go and the type of light unit they are, to enable us to put together a drawing of the Church showing where the replacement lights are and what type they would be.

### 19 Grange Road

**Motion:** There is again a problem with damp around the airbrick in 19 Grange Road. This presents a health issue and needs to be dealt with. A quotation has been received of £984 for repointing and plastering.

**Proposed:** Nigel Bower      **Seconded:** Revd. Alex      unanimous

### Finance:

### Asbestos Management Survey:

Quotations received from the Tersus Group and Inspectas to carry out the Asbestos Management Surveys on All Hallows Church and hall.

Neither of the companies have seen the Church and hall and the prices are their standard prices.

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Tersus Group Price for the Church is £595 Excluding VAT

Tersus Group Price for the hall is £595 Excluding VAT

Inspectas Price for the Church is £450 Excluding VAT

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Tessa Rolph suggested getting in touch with the Diocese re available grants for this survey.

**Smart Water:** a quotation has been received from Darren Preston for the application of the SelectaDNA metal marking system on the Church Roofs.

The prices are:

- a) On the roof of All Hallows Church, Church Lane, Ordsall, Retford.
- b) On the gutters / downpipes and earthing metals on All Hallows Church, Church Lane, Ordsall, Retford.

£1,200 Plus VAT

- a) On the roof of St. Michaels Church and adjoining Hall, Bridgegate, Retford.
- b) On the gutters / downpipes and earthing metals on St. Michaels Church, Bridgegate, Retford.

£1,200 Plus VAT

On the roof of All Hallows Church Hall, Church Lane, Ordsall, Retford.

This will be discussed further with Darren Preston.

We probably need further advice from the Diocese re SmartWater.

It was suggested that we could put up the signs from SmartWater as a deterrent.

**The tree in the Church Yard** was felled on the 3<sup>rd</sup> November 2025 by Maplebeck Tree Care. All of the cut down section of the tree has been cleared.

## St Michael

**Carpet:** Nigel Bower had a site meeting re the carpet and was told that the grating could not be covered.

**Community Hall:** There is damp in the Hall, but there is nothing major to cause concern.

A hot water boiler supplied by Commercial Catering Equipment Specialists, at a cost of £450 will be fitted in the Hall kitchen.

Don Phillips thanked the donor of a vacuum cleaner.

## Finance Report

### Treasurer's Report

**Debit Cards:** the existing Debit Cards are now downgraded by TSB to ATM only cards and new PIN numbers are being issued. Cash currently has to be paid in at the Gainsborough branch instead.

**Bank Mandates** - the attempt to update the bank mandate for the **St Michaels** accounts held with TSB has had further problems and another electronic mandate is in progress.

**Parish Giving Scheme** – the registration with the Scheme for both All Hallows and St Michaels is now operational.

Suitable explanatory paperwork needs to be put in place for new givers (or the transfer of existing givers). **We now need some “guinea pigs” to volunteer to use / transfer their giving to the new system.**

**Charities Commission website** – all details have been updated and the Annual Report and Accounts have been uploaded.

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# The Parish of Ordsall and Retford St Michael

**NB The current Policies held by the PCC need reviewing and updating. There are some missing policies which should be in place according to the Charities Commission.**

## **Properties/Deeds Paperwork (endowments)**

### ***Croft/Glebe Cottages***

These documents have been kindly transcribed by Gill Glover

### **All Hallows:**

Proposals for amendments to the existing bank mandate:

- Kenny Newstead should be added to the All Hallows bank mandate as a Signatory only
- Martin Bloomfield should be added to the bank mandate as "View only" (ie he will only be able to view the detailed bank accounts, for Gift Aid and other accounting purposes)
- Shirley Thomas and Carole Robinson are removed from the mandate

**Motion:** *This PCC agrees to the proposed amendments to the existing Bank Mandate.*

**Proposed:** John Chambers **Seconded:** Revd. Alex Shiells Unanimous

### **Extraordinary Meetings:**

Minutes of the Extraordinary Meeting of the PCC on the 23rd October 2025 in St. Michael's Community Hall - re rent increases and fees increases.

**Proposed:** Revd. Alex Shiells **Seconded:** Kenny Newstead Unanimous

Minutes of the Extraordinary Meeting of the PCC on 28th October 2025 by Email - re Lighting Faculty for All Hallows.

**Proposed:** Revd. Alex Shiells **Seconded:** Kenny Newstead Unanimous

### **8. Vicar's Update - Eucharistic Assistants (Chalice)**

We are short of people to administer the Chalice. Kenny Newstead, John Chambers and John Pugh volunteered to join the rota.

**Motion:** *This PCC agrees to the proposal that Kenny Newstead, John Chambers and John Pugh should join the rota as Eucharistic Assistants.*

**Proposed:** Revd. Alex **Seconded:** Nigel Bower

### **9. Health and Safety Report:** Nothing to report.

### **10. Upcoming Events and Planning - 2027 church anniversaries**

Helen Richards our Parish Administrator has noted 2027 will be the 800th anniversary of the dedication of St Michaels, West Retford and also the 750th anniversary of the earliest record of a priest serving All Hallows, Ordsall.

She would like to suggest that these two anniversaries falling on the same year, presents the Parish with a huge opportunity for a memorable year of Mission, Celebration and Community outreach.

If the PCC approves, then potential ideas of how to mark this significant anniversary both throughout the Parish and at each individual church, and then to consider how to develop those ideas into bids and applications to various grant awarding bodies ie the Arts Council, Heritage Lottery etc for the funding to deliver them.

These ideas were discussed and approved.

### **11. Correspondence:**

### **12. Any other Business:**

### **13. Dates of next meetings:**

**PCC Meeting Thursday 15th January 2026 in St Michael's Community Hall at 7.00 pm.**

# The Parish of Ordsall and Retford St Michael

**Fabric and Finance** - St Michael's 19th February 2026 in St Michael's Community Hall at 7.00pm.

All Hallows 26th February 2026 in All Hallows Church at 700pm.

14. Our meeting ended with The Grace.