

ST MARY'S CHURCH, HADLOW

PAROCHIAL CHURCH COUNCIL

Minutes of the PCC Meeting held on Monday 19th Jan 7.30pm 2026

1. Welcome

Members present

Mike Harvey (MH); Jim May (JM); Janice Massy (JM), Martin Massy (MM); Jenny Hopkins (JH) Kirsty Finch (KF) (NC), Richard Hopkinson (RH); Katerina Nixon (KN) Iris Shaw (IS); Cathy Brill (CB), and John Speed (JS);

Guest for first item: Emma Jarvis

Apologies for absence: Sharon Vanns (SV);

2. Presentation about Safeguarding from Emma Jarvis (EJ) on behalf of the Bell ringers society and tower;

The PCC thanked EJ for the presentation.

Resolution **CB** to liaise with EJ on any arising matters.

RH to contact Howard Rogers (the Tower Captain) regarding other safety issues to assure the PCC that consideration and safety /risk assessments and management are in place regarding physical risks in the building and operation of the bells, as there is now a new Tower Captain.

(EJ left the meeting)

3. Approval of the Minutes of the PCC Meeting held 17.11.2025 , with minor amendment to notes regarding safeguarding .

Matters Arising (not otherwise covered by the agenda) None

4. Treasurers report:

This report was received, and the content noted.

MM was thanked for his diligence in preparing this. It was note that income is falling but that as anticipated we are saving over the budget and therefore can proceed with a change in the Parish offer agreed at the last meeting.

5. Inter regnum update:

- i) The draft parish profile awaits final information from the Archdeacon, information from the bishop re the widder rural role of the post has been received. JS is pressing for the document to be finished for issue in early February. JS thanked all who have helped with photos,
- ii) JS authorised to finalise this (check, proof read and spell check on completion of draft.).
- iii) JS has secured visiting priests up to Advent. The |Bishop has approved that after Easter the alteration of the schedule to reduce to 3 communion services a month.

6. APCM:

The APCM will be held on the 26th April.

The PCC confirmed unanimously that JS can stand for re- election at the APCM as a churchwarden (The Archdeacon has confirmed that his was acceptable with the support of the PCC). The PCC thanked JS for all he is doing which is much appreciated.

JS will chair the APCM

RH will issue a schedule with required dates for draft report to be submitted in time for collation into a final document for approval at the meeting on the 16th March.

Please try and complete these by Mid Feb.

RH to confirm who is due to come off the PCC and ask if they will stand for re-election.

All to work to help expand the electoral roll which will need to be finalised for the APCM.

7. Sub Committees:

Fabric : no meeting in this period

Project 2030 update:

RH reported verbally:

- The application for demonstrator fund and status had been delayed with agreement of the Diocese due to concerns regarding the incoming service alteration costs and other issues. A closing date has yet to be confirmed but RH/MM are proposing to submit before the end of the month.
- The draft application ad been reviewed by the diocese and had its support with minor alterations required.
- The project budget for phase 3 was to be finalised but may need o be revised because of the above risks.
- The risk register Is to be update following submission of the bid.
- The faculty application was now supported and some minor issues will need to be resolved before proceeding with the works.

Finance: see treasurers report above

Social and Fundraising This report was received and the content noted. Next meeting 20th Jan

Worship and Mission: This report was received and the content noted.

8 Anna Chaplains report: Received

Anna Chaplain's Report

'This has been a sad time for the team saying goodbye to several members we took Home Communion to in such a short time. I know the members would have looked forward to our visits and so I would like to thank thee team for their faithful service.

I have recently heard that Julia Burton Jones is stepping down in her role as Anna Chaplaincy Lead and would value your prayers as her replacement is chosen. Julia has been very supportive and great leader'
JH

JH is organising a farewell lunch for Julia Burton Jones and the team on the 5th Feb.

9 Deanery Synod report- no meetings in the period. Next meeting on the 20th Jan

10

Safeguarding: CB updated the meeting based on her email, the following matters, highlighted on the safeguarding dashboard, were considered:

1. An assurance has to be given to the PCC that

'Known offenders, and others who may pose a risk to children or vulnerable adults, must be effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser'

2. A list of Non-church activities must be verified as complete by the PCC

This only applies to activities involving children or vulnerable adults. I intend to add the car service to this list, unless PCC agrees that it should be included in the church activities list discussed last month. Are there any other activities?

3. PCC should discuss the storage of safeguarding records during a clergy vacancy. It is suggested that there should be a lockable filing cabinet where any sensitive material can be kept.

4. GDPR (General Data Protection Regulation). Fr Jim undertook the role of data controller (see attachment). I have to send this out before any DBS checks can be completed. Another data controller needs to be appointed. KN agreed to take his place.

It has been three years since I ran group safeguarding training sessions. I propose to organise one for Awareness of Domestic Abuse after communion on Sunday 8th Feb. I attended a Domestic Abuse conference at St Andrews Paddock Wood on Wednesday 26th November. This was informative and moving, especially hearing a survivor's account of abuse from a member of the clergy.

11 Aob

Lime tree felling NE corner of the churchyard:

- a. It was agreed that **RH** should submit the faculty on behalf of the Parish Council
- b. A resolution was passed in support of the proposal to remove the tree in accordance with the papers that had been distributed:
- c. 'The tree referenced in the letter of 13.1.26 from Chaucer Landscape Management to Councillor Carey (a Lime tree), may be removed to ground level, and the stump treated as described in the letter.'

Assisted access:

- d. Proposal: Assistance for those who have mobility difficulties or others having difficulty accessing via the west door, by offering help, to access via the North Door.
- e. It is understood that there are a number of issues that make for difficulties approaching the west door, (particularly the cobbled surface and trip hazards, as well as the lack of a powered door opener), and there are different issues approaching the North door, for some with mobility difficulties (door leaves, small step, and ramp design).
- f. In the short term the PCC wishes to find solutions for those who have difficulties to find management ways of assisting with access. In the longer term access without assistance it is hoped will be addressed in the Vision 2030 proposal.
- g. It was agreed that RH should seek advice from Vanessa Bird to find a way that could work to assist with this. (perhaps a bell on the outside of the church and designated greeting assistant to open the doors on the north porch and into the Nave)
- h. It was agreed a trial should be put in place for this.

Action RH and Fabric Committee.

DONM:

Full PCC Monday 16.3. 2026 7.30