

Minutes

of the

Tenth Meeting

of the

Parochial Church Council

held on

Wednesday 17 March 2026

at 7.15pm

in All Saints' Hall

Present:

Revd Canon Sally Lodge (Chair)	Katy Kerr (AS Warden)	Trevor Kirby
Revd Richard Terrado-Reardon	Trevor Parsons (SSS&A Warden)	John Halsey
Revd Canon David Dadswell	Steve Holton (HT Warden)	Steve Smith *
Revd John Quick	Penny Wells (HT Warden)	Karen Allott
Mary Delaney (Dep Treasurer)	Michael Harding (StJB Warden)	Laura Betteridge
John Casson (StJB Warden)	Mary Skelton	Megan Gent
Jane Burr (SSS&A Warden *)	Richard Cox	Victoria Stevens (minutes)
		* <i>Deanery Synod</i>

Apologies: Estlyn Davies, Anne Casson, Robin McConnell

Not present: Martin Shea

Reports were circulated before the meeting, unless noted otherwise.

19:19 SL welcomed all to the meeting and thanked KK for providing coffee.

1. Apologies

The apologies were as above. SL gave an update on ED.

2. Year of Listening: Dwelling in the Word.

19:23 SL introduced Dwelling in the Word. A shorter version would be used this time and she encouraged all to use it in meetings (it is unlikely to take up more meeting time than prayers). The PCC “dwelt” in the Word and SL then led the meeting in prayer.

DD said that a range of a “Year of Listening” material will be available for people in various forms. He has adapted the document, circulated at the last meeting, and it will be available on website and as a hardcopy. There will be a range of bible passages that may be more helpful to particular groups. A postcard will also be available, with an explanation and invitation (and ways to submit thoughts, including a QR code for the website), that can be handed out. An invitation will also be going in the magazine and pew leaflet.

3. Minutes of the last meeting – 21 January 2026

SL proposed the minutes as a true record which were unanimously accepted.

4. Matters Arising

The DAC are happy for the faculty for the regular use of Holy Trinity by the Coptic Church to proceed and the public notice has just gone up (for 28 days). The Coptic Church are at HT again this Saturday. SH said that they are always very welcoming if anyone would like to join them – the service starts at 9am finishes at 11am (you don't have to stay for the whole time).

Christmas Services - SL hadn't had any feedback from anyone. MG stated that everything was wonderful and felt that the candlelight element of Carols by Candlelight was key, with reference letter SL had received expressing concern about children with candles. Christmas will be on the agenda for the September PCC meeting. **Action: VS**

5. Correspondence

There was no correspondence.

6. Report of the Standing Committee held 26 February 2026

19:49 Following the Committee's discussion about the request by parishioner for a defibrillator at HT (which the parishioner was willing to contribute towards), SL has now been contact with Mike Sells who thinks there is a source of funding which would be pay for the defibrillator. The parish would have to fund the cabinet. Mike (who doesn't live in Windsor) is going to look at the churches and identify the one where the installation of a defibrillator would most benefit the community.

Post meeting note: Mike Sells feels that All Saints would be the most appropriate church to consider next. SL will arrange a meeting with him to discuss location etc. It will be necessary to seek List B permission from the Archdeacon.

DD asked about the work to upgrade AS toilets. SL said that both AS and HT need updating but as HT's are not currently accessible the Standing Committee felt they should be tackled first. Katie Tupling [Diocesan Disability Advisor] had outlined how AS toilets could be reconfigured.

7. Safeguarding

ED had confirmed to SL that there are no safeguarding issues to report. She also wanted to sincerely thank Jane for her work in getting the DBS checks set up with, new provider, Verifile.

JC had raised a concern previously regarding children doing the collection and the way in which they are guided by adults at StJB. There can be gentle guidance by adults and collections should, ideally, start from the front enabling the congregation to see what is happening. MD noted that at the service last Sunday parents were helping their children.

8. Rector's Report

19:58 SL said that the list of Forthcoming Services should give a start time of 11am (not 11.15am) for the Battle of Britain service. There were no queries.

9. Children & Families Leader's Report

There was an amendment to the report – the Holiday Club was held in February (not January). RTR said there was general positive energy for the Club - eight people were willing to dedicate

three days of their time and he wanted to acknowledge and be grateful for people willing to offer themselves in ministry.

10. Director of Music's Report

JH said a member of the choir had offered to purchase a music stand for each church, having seen JH's difficulty sometimes with sheet music when conducting. JH and the donor have yet to settle on a particular stand (the donor seems to have in mind something beyond a basic stand). MS stated that HT has a suitable music stand already, which is stored near the North Door. JH will discuss with other wardens whether their churches already have a suitable stand, which he may be unaware of. There were no other queries. SL thanked JH for organising the Lent Organ Recitals and all he does.

11. Clewer St Stephen Curate's House Charity Trustee Appointment of Revd John Quick

20:06 SL said that trustees of the charity are appointed every three years. JQ has come to the end of his term and he was willing to stand again. JB proposed JQ for another term as trustee, which was seconded by SS, and unanimously accepted.

12. Fabric Reports

● **HT Toilets**

Covered earlier. SH is meeting Chris from Templewood on Thursday morning (there has been a delay due to staff illness).

● **HT Clock**

The clock is now working again, following the visit from Cumbria Clocks on 12th March. A local resident had come into church after Morning Prayer on 13th March to complain about the noise. SL dealt with this. A complaint had been made to environmental health – perhaps the same person. It is chiming the quarter hours at night (should only be striking the hours). The clockmaker has offered to help over the phone but wasn't available when SH has tried to contact him today. Environmental Health has been approached before but the complaint did not go further as the clock is part of the environment, having been working for nearly 130 years. Nothing has been done to the bells but some people say they sound louder. MH commented how nice it was to hear them, there had also been lots of nice comments. MG thanked everyone involved, and said it was wonderful to hear the clock again, especially for all who gave so generously. SH is hoping to resolve the chiming with the clockmaker tomorrow. VS to update the website. SH noted that today the clock was still exactly on time following the clockmaker's visit on Thursday (it had been losing a lot of time when it was last working).

Post meeting note: SH has temporarily suspended the chimes (clock continues to strike the hours) and responded to Environmental Health. Simon Earle, RBWM

Environmental Protection Technical Officer, replied to SH "Thank you for your informative email reply regarding the church clock and it's chimes. We are unlikely to have any issue, if as you state, the chimes are turned off over night from 7pm to 11am and the clock continues to strikes the hours night and day."

HT paving – SH had finally had a response from the firm who had quoted sometime ago. He's very busy and can't do the work for several months. SH has asked for a price so that the PCC can consider it and the acceptance of the quote can be in place for when he is available.

StJB

JC said that the PCC had agreed to the work to repair roundel on the north side and areas around it. Once the scaffold was up the contractor was able to see that the roundel wasn't the issue but the string course which (should be deflecting water from the wall) has been removed (the contractor advised that this was done with an angle grinder which dates the work from 1990s onward). The contractor will quote to reinstate it for some of the faces. SL stated the PCC had agreed two quotes which will superseded by the new quote.

StJB Tunnel work should be going on this week but it might have to be staggered due to the state visit.

Donation Station – a new one will be delivered tomorrow.

Flag - in response to a query from JB asked, SL said it won't be flown yet but very soon

AS

KA & KK had nothing to add to what was noted at the Standing Committee Meeting.

SSS&A

JB said the gas meter in the garden has been taken away and the gas capped off. Always Growing will have to box the remainder in, as it can't be removed completely. Another window in the Schoolrooms has rotted, in addition to the one already awaiting replacement (100 years old). The defibrillator has not been used, JB has let the offices know that it's there.

13. Insurance Policy Renewal for approval (see note)

20:20 The policies were discussed at Standing Committee which recommended that the PCC accept the renewals.

- **StJB & AS - £12,751.91 on a 3 year agreement (i.e. until 31.03.2028), previously £12,254.64**

KK proposed acceptance, seconded by MH and unanimously accepted by a show of hands.

- **SSS&A - £5294.69 (previously £5201.63)**

TP proposed acceptance, seconded by JB and unanimously accepted by a show of hands.

14. Finance

20:21 SL thanked MD for the documents and figures. MD hoped that all was reasonably clear, there are still items that need to be added. The ledger balances with PoCW transactions, as at 11 March, but needs to be updated to include transactions which went through the other accounts. MD invited queries.

DD asked about the presentation of accounts at the APCM (audited accounts would need to be approved by the PCC before the APCM). There was a discussion (possible that the accounts could be deferred, agreed by email by the PCC etc). SL is seeing Archdeacon tomorrow and will discuss it again with him (previously, he had advised that there would not be an issue with the Diocese and suggested the parish check with the Charity Commission).

Interim accounts, or unaudited accounts, will be available for the APCM. SL stated that the issue would be resolved although deadlines may be missed. There were no other queries.
Post meeting note: the Archdeacon has confirmed that the parish would not face any penalties from the Diocese if the accounts were filed late. He commended us for keeping the Diocese informed from the beginning and for being upfront about the issues we are facing.

15. Employees' Contracts

No update.

16. Committee/Other Reports

The WPC Friends' report had been sent out. There isn't a report for the NEXT200 committee as the next meeting is this Thursday. The Committee now have the feasibility study with three options for the works to StJB which will be discussed at the meeting, as well as professional fundraisers (JH had had input from two fundraisers setting out how they'd approach the project).

17. APCM

20:30 Reports should be with VS by 31 March. SL would like a range of reports to give a really good picture of all the activities in the parish. At the meeting churchwardens will be elected and some PCC members (at last year's meeting members were elected for 3, 2 or 1 year(s)). With the current vacancies there will be x5 PCC vacancies. SL urged all to chat to people who might like to stand and also to invite people, who might be fairly new, to complete an Electoral Roll form.

18. AOB

- **HT Garden** - MG had asked for an update, which SH had given earlier in the meeting.
- **Mission Giving** – ED had asked SL for mission giving to be considered by the PCC – SL stated that that the accounts need to be in good position first and confirmed that giving can be backdated.
- **Easter Egg donations** – an email had been received offering a donation towards the purchase of Real Easter Eggs (£6.20 for one or £5.50 each when bought in bulk) for WHP / Night Shelter. KK to liaise with RTR [also an Alma Beacon trustee]. **Action: KK & RTR**
KK proposed that the parish fund Easter Eggs, seconded by TP and unanimously accepted.
- **Oasis** - DD had spoken about oasis in his sermon a few weeks ago. JB has researched its disposal with the Diocesan Sustainable Flowers Advisor. Oasis should be put in a sealed bag and RBWM's refuse contractors will process it. All to contact Jane if they have oasis in churches. **Action: All**
RTR noted that wedding couples should be advised and a not should be included in the Wedding Booklet. **Action: RTR, SL & VS**
RC said that he & PW had attended a meeting at the Royal Chapel where alternatives had been set out.
- **HT Clock** - RTR said he had just received a text message from someone living close to HT who said how lovely it was to hear the bells of the clock again.

20:43 Meeting closed with Compline

Meeting Dates: PCC 7.15pm on Wed 20 May AS

Standing Co 7.30pm on Thu 16 April HT

APCM 11.30am on Sun 26 April SSS&A

Safeguarding Training Link:

<https://safeguardingtraining.cofeportal.org/>

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