

Minutes

of the

Twelfth Meeting

of the

Parochial Church Council

held on

Wednesday 20 May 2026

at 7.15pm

in All Saints' Hall

Present:

Revd Canon Sally Lodge (Chair)	Steve Holton (HT Warden)	Laura Betteridge
Revd Richard Terrado-Reardon	Michael Harding (StJB Warden)	Anne Casson **
Revd John Quick	Mary Skelton	Kate McQuillian
Mary Delaney (Treasurer)	Richard Cox	John Harden [JJH]
John Casson (StJB Warden)	John Halsey	Victoria Stevens (minutes)
Jane Burr (SSS&A Warden *)	Steve Smith *	* <i>Deanery Synod</i>
Trevor Parsons (SSS&A Warden)	Karen Allott (AS Warden)	** <i>Diocesan Synod</i>

Apologies:

Revd Canon David Dadswell	Trevor Kirby	Penny Wells	Megan Gent
Katy Kerr	Estlyn Davies	Robin McConnell	

Reports were circulated before the meeting, unless noted otherwise.

19:19 SL welcomed all to the meeting.

1. Apologies

The apologies were as above.

2. Year of Listening: Dwelling in the Word.

19:21 SL led the meeting in prayer and it dwelt in the Word.

19:34 TP arrived

3. Minutes of the last meetings – 17 March & 26 April 2026

19:38 SL confirmed to LB that the timings of the clock chimes were as noted in the minutes of 17 March. The minutes of 17 March were proposed as a true record by MS, seconded by JB and unanimously accepted by a show of hands. SL said that there was an amendment to Item 8 regarding sidespeople in the minutes of 26 April – the “(NW Verger)” note had been carried over from a previous list and has been removed, as it no longer applies.

4. Matters Arising

Regarding item 18 of the minutes of 17 March, KK had asked SL to report that she has safely disposed of the oasis in AS. Members did not have any other matters arising from 17 March or 26 April that were not included on the agenda.

5. Correspondence

There was no correspondence.

6. Constitution of the PCC/Committees

19:43 There are still two vacancies for PCC members, Jonathan (John) Harden had been nominated and seconded, so SL declared him appointed as a member of PCC, which was greeted with applause by the meeting. As there is still one vacancy, all were encouraged to consider if there is someone that might be invited to join.

The intention was to have a number of committees eg for Finance and Fabric. The Standing Committee will discuss at its next meeting and think about who might be asked to join the committees (not everyone would have to be PCC member).

- **Appointment of Sidespeople**

PW would like to be appointed as a sidesperson, with effect from when she is no longer a churchwarden (her legal obligation continues until the Archdeacon's Visitation on 24 June). MS nominated PW, seconded by SH, all confirmed they were on favour by a show of hands.

JB stated that sidespeople do not belong to a church but belong to all the churches. AC noted that this the same for readers and intercessors etc. SL said that wardens could start to compile and circulate a list. KM suggested a training day for sidespeople/readers as some people might be reluctant to fulfil the role in an unfamiliar church.

Action: SL & Wardens

7. Report of the Standing Committee held 16 April 2026

19:51 There were no queries. The next meeting is on 23 June.

8. Safeguarding

ED had prepared a report and she is delighted that KM is joining as Deputy Parish Safeguarding Officer. SL clarified that all PCC members need to have done Basic and Foundation training, with training being redone every three years. While members should receive a reminder email when their training needs to be renewed, they should check via the portal (<https://safeguardingtraining.cofeportal.org/>) when their training is due (if training isn't due the course title is greyed out). DBS checks are now being done with the new provider – JB has overseen checks for KK, KM and JQ so far. JJH will need to be checked.

Action: JB

RTR had recently attended safeguarding training on managing risks of those who have sexually harmed, which involved discerning the risk and considering bias. RTR will send slides from Charlotte Wilmshurst [Diocesan Safeguarding Advisor] to VS for circulation. **Action: RTR/VS**

- **Safeguarding Policy for approval**

SL proposed the policy, based on the diocesan model one and circulated before the meeting. It was unanimously accepted

9. Rector's Report

20:01 SL added that "iSingPop" for Trinity St Stephen first School had taken place this afternoon at SSS&A and had been well received. It had been funded by the two church charities.

10. Children & Families Leader's Report

There were no queries.

11. Director of Music's Report

JH had a couple of updates to his report. The donation referred to has now been received and the music stand ordered. SL noted that wardens will need to add it the inventory when it arrives. The organ blowers in AS, StJB & SSS&A had all been inspected today, there is nothing disastrous – some maintenance was required and further work is proposed.

JH explained that the September Organ Recital and Schools' Coffee Concert, which are both part of the Windsor Festival, are usually run as a pair. Sometimes the recital has lost money, this year it will make money as Thomas Trotter [recital organist] has waived his fee, as he uses the organ for practice. JH requested the PCC's approval for the proceeds to go AS organ fund. SS queried if there should be a parish organ fund instead - currently there are restricted funds for AS & HT organs and JH felt that the AS fund needed building up. After discussion, during which MD stated that the wishes of donors should be respected with regard to their donations to specific church organ funds, it was agreed that the proceeds from the two events would go into a new parish organ fund.

12. Fabric Reports

- **HT Toilets**

20:11 No quotation yet – SH will follow up.

- **HT Clock**

The clock is currently stopped and won't start properly again. A temporary repair was made earlier in the year [which worked for a while], SH thought it likely the winding mechanism will need to be replaced. VS has been in contact with clockmaker and is to now request another visit.

Action: VS

- **HT Paving**

No quotation yet – SH will follow up.

HT Spire - the locals, who have been observing the peregrine falcons, do not think they are nesting this year so it will be possible to have the netting around the tower, which has slipped, adjusted.

Action: VS

SSS&A

The rotten windows in the Crèche Room have been replaced. The stair carpet (which had a hole so was dangerous) at the other end of the building was replaced today. There is new lino in the shower/loo room.

StJB

No update.

AS

KA said the lock on the external hall door isn't working properly. The lock wasn't brand new when it was installed and KA will arrange for a new one to be fitted. KA confirmed to SS that the child safety gate in the doorway from hall to church and toilets (making the hallway inaccessible to wheelchair users) can be removed.

13. Defibrillator at All Saints' Church

20:16 The proposal for the installation of the defibrillator was made by email, under Rule M29. There were nineteen responses, with one person against and eighteen in favour – giving majority agreement. SL submitted a List B application for permission and had a response from the diocese on the same day response agreeing it. The installation is paused as Mike Sells is checking with a contact in RBWM that planning permission is not required. In response to a query from JJH, SL said training is not required as users are guided by the 999 call handler and the equipment. However, training is offered fairly regularly by Mike Sells, usually at the Alma Beacon.

14. Barrier for All Saints' Church Car Park

20:19 SL thanked KA for her report. The quote for the bollards is taken from the website and KA is waiting for the installation quote which might increase very slightly from the estimate included in her report. SL said restricting car park access raises lots of questions and she would like to give everyone an opportunity to think it through. JH had suggested making the access smaller and creating a pedestrian gate but it was felt this wouldn't allow enough space to turn. There had been an aggressive exchange recently between an ill-disposed driver leaving their car and a member of Billy & Boo staff. The Standing Committee will discuss in June and it will come back to the PCC in July. SL asked all to consider what might be best and email her, VS, KA & KK with their thoughts. KA confirmed to JQ that Billy & Boo would like a barrier.

15. Finance

20:29 SL thanked MD for getting the 2025 accounts to this stage. MD said there are still some outstanding things (JH noticed one of the funds wasn't quite right and then MD noticed there was issue with how things had been entered (total balances unaffected)). Having put in all of the previous parishes' accounts there are now opening balances which weren't there before. MD now has all the transactions from the other accounts and is nearly in a position to send the accounts to the auditor, Sam Choudhary. MD needs to establish what value to include for the Honeybone Trust and AS Hall. The 2025 Accounts will probably be brought to the PCC for approval in July, or failing that September. MH had mentioned the accounts to Sam today (who said that June is a quiet month). There were no questions, members were asked to email MD as soon as possible if they do subsequently have queries. SL thanked MD.

16. Employees' Contracts

20:35 SH is drafting a contract for the Hall Booking Manager. Stephanie is stepping down from cleaning at SSS&A in July. KA will share HT, AS & StJB's cleaner's details with JB. The preschool use SSS&A Hall 8am-6pm. If she is able to take on the extra work, SH said her current contract would be amended (the contract is a general job one, as the tasks are agreed with wardens).

17. Committee/Other Reports

The unapproved minutes of a NEXT 200 Committee with a fundraiser had been circulated. The Committee will be meeting with the architect to go through his drawings, with a view to presenting them to the PCC and public. The Standing Committee will discuss the minutes and the appointment of a fundraiser.

18. Electoral Roll Update

20:42 VS read out the names Electoral Roll since the APCM: Harriet Paynter, Dorothy Hawthorn, Carolyn Gower, John Kipping, Hayley Tucker, Jonathan Harden, Joshua Braich.
Post meeting note: there are now 148 people on the Electoral Roll.

19. AOB

- SL reminded the meeting about the online **CCLA Workshop on 17 June** regarding investment and stewardship - if you can't attend on 17 June, by registering you will be able to access the training which is intended for any PCC member. **Action: All**
- SL said that the recent diocesan newsletter had a link to donations to **retirement gift for Bishop Steven** and asked if the PCC as a whole might want to make a donation. After a brief discussion SS proposed a donation of £200, seconded by TP and unanimously accepted. **Action: MD**
- **HT Insurance** renews on 24 June and all confirmed they were happy for it be agreed by the Standing Committee.
- **Next Meeting** - on 16 July will be at AS.

SL thanked all for their contributions.

20:49 Meeting closed with Compline

Dates of next PCC Meetings, at 7.15pm

Thurs 16th July at 7.15pm AS
Weds 16th September AS?
Thursday 19th November HT
Tuesday 19th January TBC
Wednesday 17th March TBC

Safeguarding Training Link:

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