St Mary's Newick PCC Meeting

in the Barn Centre, 16:30 on Monday 23 March 2026

MINUTES

Present: Christopher Hume (CH) - Lay Chair, Rev Paul Mundy (PM), Patsy Bailey (PB), Anthony Bailey (AB), Dan Cowley (DC), Linda Farmer (LF), Audrey Ford (AF), Kate Francis (KF), Sara Fuller (SF), Anthony Mallinson (AM), Pam Mundy (PamM, Ian Reekie (IR), Caroline Smith (CS) and Rob Bellis (RB)(Secretary).
Apologies: Jeremy Burdett (JB), Jonathan Fenton-Vince (JFV) and Mandy Stockwell (MS.

1. **Opening Prayer:**
PM opened the meeting with a reading from Daily Prayer - Psalm 43 v3 and a prayer.

2. **Welcome and Apologies.**
The Chair welcomed everyone to the meeting. Apologies for absence had been received from Jeremy Burdett (JB), Jonathan Fenton-Vince (JFV) and Mandy Stockwell (MS). Dan Cowley had indicated he would arrive as soon as he was able (*arrived at 17:12*).

3. **Minutes of PCC Meeting of 24 November 2025 and Matters Arising not otherwise on the agenda**
Acceptance of the minutes of 24 November 2025 was proposed by SF, seconded by AF, and passed unanimously. PM signed a copy of the minutes.
There were no Matters Arising not otherwise covered by the agenda items.

4. **Rector Issues and Notes of the Standing Committee meeting of 9 March 2026**
PM indicated he had no matters to raise that were not covered by the agenda items.
CH noted that PM's role as Priest in Charge (PIC) at St Peter's Chailey had come to an end. PM confirmed that the formal term as PIC had ended on 31 January 2026. He indicated that the Diocese was deliberating on operations for the future. As and when, and if, appropriate the St Mary's PCC would be consulted on future arrangements. Meantime the arrangements remained as they were under the PIC.

5. **Families and Youth Work (PamM)**
PamM referred to the papers that had been submitted and highlighted the following:
a. Owlets were going very well – 13 children had attended that morning (23 March)
b. Storage of materials is an issue and a solution is needed. LF supported this from a Health and safety point of view.
c. Thank you for the Easter Eggs for Owls and Owlets.
d. Needing more time to be able to offer Lego & Craft Club during the holidays.
e. The all-age service on Mothering Sunday appeared to work well with positive feedback received. There were also some constructive comments and suggestions which will be taken on board for future all-age services.

PM raised the matter of storage and after a brief discussion it was agreed that appropriate cupboard storage would be explored. It will not be "fixed" so that it will not impede any longer-term plans. (Action: PM, PamM, AB)

PM indicated he had received a proposal from Cara Barseghian for two "Holiday-at- Home" sessions in August (to cost £110 per day or £200 for two days) and four "voice for life" (V4L) sessions in July and August (to cost £200). Various suggestions were made for holiday activities that could be offered. After discussion it was agreed to say no to the "Holiday-at-Home" sessions. With regard to the V4L sessions, SF to contact Cara to advise her that the PCC needs to know the number of children taking part and, as such, will then be able to calculate the charge to be made per child towards the session cost rather than St Mary's footing the total bill. CH mentioned that at the start of the work with Cara she had confirmed that a lot of the activity would be self-funding and no charge made to St Mary's. However this has not been the case. SF to also advise Cara of the decision regarding the Holiday-at-Home sessions this year. (Action: SF)

PM talked about the opportunity for grants from the Diocese for Youth Work. He indicated that following discussions with Dan Jenkins he was applying for £70k to cover a five-year period. Clearly other funding would be required to support a full time Youth Worker, or the equivalent in part-timers' provision. With the basis of the encouraging growth in youth activities over the recent past this would support the ambitions of continued growth. Financial support from St Mary's would need to be available. PM noted that Dan Jenkins was very supportive and encouraged consideration of how the funding would be used.

PamM suggested an **action group** be formed to discuss this fully, including possible job descriptions, and make proposals to the PCC. This was agreed and PamM agreed to lead it. PamM will consider action group participants and will be writing out accordingly. Whilst talking PamM asked for anyone contacting her about this, or any of the activities that they use the Children and Families email address in future and not her personal email. (childrenandfamilies@stmarysnewicks.church) (Action: PamM)

PM proposed supporting an application to the Diocese Children, Youth and Families Project Funding, understanding the financial commitment, this was seconded by KF and approved unanimously.

PamM and the team were thanked for all the work they do in connection with youth activities.

6. **Safeguarding (CS):**

   CS gave an update on the current safeguarding situation and confirmed that she was in the process of looking at the new DBS requests that she had received; apart from that she noted that everything was satisfactory.

   CS was thanked for all her work.

7. **Health and Safety (AB, LF)**

   LF reported that PM had signed all the updated Health and Safety policies in preparation for acceptance at the APCM.

   PM indicated there should be a PCC resolution to accept the updated policies and procedures for St Mary's as previously presented and for them to be presented at the APCM for approval. This was proposed by IR, seconded by SF and approved unanimously.

   CH indicated huge thanks to LF for all her work on this.

   AB indicated that having Sidespeople to assist in services would be very valuable. After a brief discussion it was agreed that having ten Sidespeople, to facilitate a rota, would be appropriate. A notice will be put in the Newsletter asking for volunteers. (Action: SF)

   AB noted he would run Firewarden training once the Sidespeople had been identified. (Action: AB)

   It was also suggested that a notice should be read out at one service a month regarding evacuation. This was proposed by AB, seconded by PM and approved unanimously.

8. **Churchwarden Items (SF, CH):**

   There were no matters raised by the Churchwardens.

9. **Electoral Roll (MS, PM):**

   In the absence of MS there was no update on the current Electoral Roll.

10. **Outward Giving (JB):**

JB had submitted a report. In his absence its contents were noted. IR noted support for what was reported and PM confirmed that JB was exploring the possibility of supporting a trainee at Wycliffe. (Action: JB)

11. **Finance (RB, IR):**

    Draft Report and Financial Statements for the year ended 31 December 2025: CH reported that the Independent Examination by IEL had taken place and congratulated RB in completing the preparation and examination of the accounts in timely fashion.

    RB gave a brief report noting:

    a. His thanks to Ian for his patience and help as he has come to grips with all things St Mary's Finance and Santander!
    b. Acknowledging the significant contribution of CH as Treasurer, with Robin Parris' assistance, over the past years. The challenges of dealing with the external accountants and an Independent Examiner should not be underestimated. He hoped there will be suitable recognition of Robin Parris' contribution at the APCM.
    c. Recording thanks to the PCC for their unanimous support for the "known as" name for the Santander bank account. It is a continuing saga which he will report on fully when it is resolved.
    d. Reporting that with some minor corrections, the addition of VAT to the IEL fee – now fixed at the estimated fee of £775 + VAT (£930), two typographical corrections, addition of two helpful notes, the combination of two notes – the Report and Financial Statements have passed the Independent Examination!! IEL have been very prompt and helpful in carrying out their examination. He made specific mention of the Prior year adjustment of £7,686 regarding the understated creditor of magazine income received in November and December 2024 relating to 2025 magazine advertising.
    e. Suggesting the need to simplify the Funds for the future with the recommendation per the Standing Committee notes: **Restricted** being - Outward Giving Fund, DFF Fund, Pastoral Care Fund, Youth Work Fund, Flower Fund, Capital Projects Fund. **Designated** being - Barn Fund, Fabric Fund, Lacey Bequest Fund, Manvel Bequest Fund.
    f. Commenting on the current situation of breaking even and where some expenditure is going to be very uncertain e.g. Fuel Costs – So it is even more important to keep within budget. He also noted the significant contribution of the work undertaken by AB as Sexton which saved a significant cost to St Mary's.
    g. RB indicated that Quarterly Reporting by email to PCC members would take place as soon as convenient after the quarter end.
    h. He indicated that he was in the process of preparing a Financial Controls Handbook.

    Two proposals were put forward:

    a. Proposal for approval of 2025 Report and Financial Statement

    IR proposed approval of the Report and Financial Statements for 2025 this was seconded by KF and approved unanimously. They were then signed by CH.

    b. Proposal re Funds

    RB proposed that the Restricted be- Outward Giving Fund, DFF Fund, Pastoral Care Fund, Youth Work Fund, Flower Fund, Capital Projects Fund and Designated be - Barn Fund, Fabric Fund, Lacey Bequest Fund, Manvel Bequest Fund, this was seconded by PM and approved unanimously.

LF left the meeting (17:50)

12. **Pastoral Care (PB):**

    CH thanked PB for her report.

    PB reflected on the need for support for the Pastoral Care team who are "wearing out"; indeed most of the work is now falling to PB with the difficulty of limited time when there are conflicting matters to attend to. She referred to the positive activities of the Community Hub and the Lunch

Club and her involvement with the Wellbeing afternoons. She also expressed joy at doing the Bishop's Certificate and the research on St Stephen that gave added significance to her DFF sessions.

PB was thanked for all she and her team do and the significant time PB gives to this.

13. Sexton's Report (AB):

CH thanked TB for his report and invited him to add comments.

AB noted:

a. Oil price increase and the need to explore different suppliers
b. The proposed path from the Barn Centre to the Church. PM commented that after discussion with Rev James Hollingworth a Faculty would only be applied for if anything was found when the excavation took place. It was also noted that three quotes would be required for the work. (Action: AB)
c. A suggestion that information about the proposed project(s) should be presented graphically to enable the congregation to see what is involved.
d. Gutter and downpipe work – requires additional action and cost to satisfy the insurers. An Alarm (£900 + VAT) and Hoarding (£1,050 + VAT) will be required to satisfy the Insurers. IR and AB are working on sorting this out. The total additional cost for doing the work is likely to be of the order of £5K - £8k. ***(Following the meeting RB established that the quote for the scaffolding and work on the gutters and downpipes is a total of £7,960.80. There will be a cost for the exterior paint which AB will purchase. The additional cost to satisfy the Insurers is £2,340. The total cost will therefore be less than the original quotation of £12,177.60 from Miekel Barnatt; assuming the paint costs £1,876 or less.)***
e. Unfortunately, there has been no response from Richard Andrews regarding the North Aisle project.
f. The problems with the WiFi could be resolved with a solid pipe for the wires. A proposal for this will be brought to the next PCC meeting (Action: AB)

AB was thanked for all his work.

14. Barn Centre – Chairman's Report (AB):

AB indicated there was nothing further to add to his report.

CH thanked AB for all he does in relation to the Barn Centre.

15. Churchyard (PM, CH):

CH noted the gardening day planned for Saturday 11 April. He also indicated there was to be an inspection of the trees. Everyone agreed the Churchyard was looking very good.

16. Newick Parish Magazine (PM, CH):

There was nothing to report regarding the Parish Magazine.

17. APCM 2026 (CH, RB)

RB outlined the proposals on the schedule that had been included in the papers. In preparation for the APCM the proposal for those being put forward for Deanery Synod and re-election to the Laity were identified. This was discussed and the proposals agreed. RB will prepare the necessary forms for the APOCM elections. (Action: RB) RB submitted his resignation from the PCC which was accepted by PM.

18. Declaration of Confidential Items:

Those matters referring to named people and personal matters were confirmed to be treated as confidential. (Action: RB)

19. Dates of next meetings:

PCC Meetings:
Monday 22 June 2026 at 19:00
Monday 21 September at 19:00
Monday 23 November at 16:30

Men's Suppers: (19:00 for 19:30)
Friday 19 June 2026
Friday 25 September 2026
Friday 20 November 2026

Standing Committee:
Thursday 11 June 2026
Monday 7 September 2026
Monday 9 November 2026

APCM:
Sunday 3 May 2026

Garden Days:
Saturday 11 April 2026
Saturday 10 October 2026

20. Any Other Business.

18.1 PM encouraged tolerance of young people making a noise during services. It was suggested that a suitable note on the screen at the beginning of the service would be a good reminder. It was also suggested that information about safeguarding should be on the screen. (Action: PM, Josh Stockwell)

18.2 IR suggested an update to information on the website. (Action: SF)

18.3 AF expressed concern about the safety aspect of access to the car park in the dark. It was agreed that solar lights would be investigated. (Action: AB)

18.4 SF confirmed that the upper room in the Barn was not available for letting out and could therefore be used for storage. Internal meetings (such as PCC and Standing Committee can still be accommodated provided the storage use is kept to the sides and tidy.

18.5 CH suggested that the vision for the Youth Work should be shared at the APCM.

There were no other matters of business.

21. Closing

CH thanked everyone and the meeting closed at 18:27.

St Mary's Newick PCC Meeting 23-03-26
RESOLUTIONS PASSED

YOUTH WORK:

PM proposed supporting an application to the Diocese Children, Youth and Families Project Funding, understanding the financial commitment, this was seconded by KF and approved unanimously.

HEALTH AND SAFETY:

It was also suggested that a notice should be read out at one service a month regarding evacuation. This was proposed by AB, seconded by PM and approved unanimously.

FINANCE

Two proposals were put forward:

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