

**Minutes of St. Mary's Whaddon, Parochial Church Council (PCC) Meeting
held at Spring Cottage on 10 September 2024 at 8pm.**

The PCC is a group of people who, with the Vicar, oversee the life of the church to ensure we are focused on what Jesus wants us to do. We aim to seek God's will, work well together, reflect our values and take action for the future.

Present: Rev. Helen Orr (HO) (Chair), David Grech (DG) (Vice Chairman), Karen Coningsby (KC), Jenny Grech (JG), Anne Warrack (AW), Kay Clarke (KCI), Claire Hales (CH)

Action

1. **Opening prayers** HO
2. **Apologies for absence** Erica Coomber (EC), Simon Morris (SM), Helen Strudwick (HS), Anne Newberry (AN), Peter Haselden (PH)
3. **Minutes for approval and signing**
4. **Matters arising not dealt with elsewhere on the agenda**
 - a) DG has stonework repairs in hand and will, in time, obtain a faculty for it.
 - b) DG has obtained a quote from the Green brothers to clean the gutters so that there are two people completing the works at height.
 - c) HO to raise with Bassingbourn PCC the matter of sharing information with St Mary's. **HO**
 - d) HS has the printing of the new communion sheets in hand.
5. **Correspondence** N/A
6. **Safeguarding**
 - a. All information regarding the safeguarding report and actions needed were circulated prior to the meeting. See Update below.
 - b. The Safeguarding Policy was reviewed and approved. DG proposed the acceptance of the policy and JG seconded it.
 - c. Chapter 7 of the Safeguarding Handbook was adopted as the process St Mary's, Whaddon will follow. Proposed by KC and seconded by DG.
 - d. All agreed the dashboard was looking very good and thanked AN for her hard work.

7. **Finance**

JG spoke to the Treasurer's report

JG agreed she would trial the Easyfundraising website and then, if successful, circulate the information to the rest of the village. **JG**

8. **Church Maintenance**

a. DG advised the PCC that some fundraising would be required to fund the works that are required.

The following ideas were suggested

DG to hold a talk on St Kilda on Wednesday 22 January 2025 **DG**

A sponsored walk from St Mary's, Whaddon to St Mary's, Whaddon, Bucks – June 2025 **DG/JG**

HO proposed a classical music evening to be held on Friday 22 November (TBC) with herself and Sophia performing. HO to discuss with HS and PH **HO**

9. **Synod meetings**

Deanery

AW informed the PCC there were no deanery meetings in the diary.

AW had delivered the Deanery Questionnaires as requested but has received no confirmation of their arrival. HO to follow up. **HO**

Diocesan

The next meeting is on 19th October 2024. HO and AW to attend.

10. **Any other business**

a. DG and KC led a discussion on the current situation in the churchyard. The PCC agreed it needs careful and sensitive handling whilst trying to maintain the regulations of the Ely Diocese.

It was suggested a simple A5 information card be produced to be given at the time of a funeral to families using the churchyard. **DG**

b. It was agreed that the Christmas card competition be held again this year. DG and AW to coordinate the process. **DG/AW**

c. HO informed the meeting that a Dazzle course will be held at Bassingbourn in January to which all are welcome.

d. The possibility of holding an occasional sung evensong was discussed. HO to talk to HS and PH about this. **HO**

11. **Review of services**

All agreed the Pet Service was a lovely addition to the service offering and will be held again.

Forthcoming services

- a. Harvest Sunday 6 October 2024 3pm
- b. Remembrance Sunday 10 November 2024 10.45am
- c. Carol Service Sunday 15 December 2024 6pm
- d. Plough Sunday 12 January 2025 3pm **TBC**

12. **Date of Next Meetings**

Tuesday 12 November 2024 8pm Turpins

Tuesday 14 January 2025 8pm Spring Cottage

13. There being no further business HO closed the meeting with a prayer.

Treasurer's Report 10/09/2024

Bank balances at 29 Aug 2024

Barclays General Fund	10,185.74
Watson Fuels	-249.83
CCLA Fabric Fund (restricted)	237.23
CCLA Organ Fund (restricted)	3,971.16
CCLA Charity Account (restricted)	3,084.05
Total	£ 17,228.35

Receipts and Payments 01 Jan to 29 Aug 2024

General Fund:

Receipts	10,755.55
Payments	7,598.25
Receipts minus payments	£ 3,157.30

Receipts and payments since PCC meeting in July 2024

General fund:

Receipts: Collections at services £340, Standing orders £1,100, Gift aid tax reclaimed £260, Funerals £450, Village fete £1,490*

Payments: Ministry share £1,450, Utilities £160, Churchyard maintenance £60

*The village fete took £3,280 which is excellent. Expenses were £310 (BBQ meat, teas, ice creams, face paints, raffle prizes, tombola prizes and other items were donated). This left almost £1,500 each for St Mary's and for the Village Hall Trust. Income and expenses all went through the church account, and I have paid the village hall their share of the profits.

Receipts minus payments stands at a healthy £3,157, but the church insurance is due in September - £2,700

Fabric fund:

Receipts: Gift aid tax reclaimed £750, Church history booklet £15

Expenditure: Installing radiators at back of nave £3,250 (75% balance paid)

Having paid for the last set of new radiators, there is very little left in the Fabric Fund - £240

Charity Account:

Receipts: Dividend £70

Electricity Contract

Following our last PCC meeting, Peter ran out of time to investigate electricity supply rates for the village hall which might have been of benefit to us too. I have gone ahead with the Positive Energy 12-month contract, which has now come into force.

Easyfundraising

Ely Diocese has announced a new partnership with the fundraising website *Easyfundraising*. I have registered St Mary's to benefit from this. The next step is to get parishioners and villagers to sign up to *Easyfundraising* and install *Donation Reminder*. Having done this, whenever you shop online at one of the 7,000+ participants, this is automatically detected and

a small percentage is paid to St Mary's by the retailer (via Easyfunding). You can only nominate one good cause at a time, and this link goes straight to the St Mary's page:

<https://www.easyfundraising.org.uk/causes/st-marys-whaddon-cambridgeshire/>

Jenny Grech

Parish Safeguarding Update for PCC September 2024

In order to comply with our individual and collective Safeguarding responsibilities, I recommend that the following be discussed/noted as required at the PCC meeting on 10 September 2024:

1. Parish Safeguarding Policy (draft attached for agreement)

We are required to agree this annually. The policy is based on the Model Safeguarding Policy template provided by the Diocese and remains unchanged from what we agreed last year. If all agree, it can be signed. I will ensure a copy of the signed policy is displayed in the church and on the village website.

2. Responding to Safeguarding Concerns & Allegations (copy attached for agreement)

We are required to agree a procedure for dealing with safeguarding concerns and it is recommended we adopt Chapter 7 of the [Parish Safeguarding Handbook](#): Responding Promptly to Every Safeguarding Concern or Allegation. I've attached a copy of Chapter 7 for information and listed useful contacts at the end of this report.

3. Promoting a Safer Church

All church officers should be aware of [Promoting a Safer Church](#) which is the overarching Safeguarding policy statement for the Church of England. In case you have not seen it for a while, please click on the link to have a read. A poster is on display in the Church which outlines our commitments under this policy and gives details of who to contact for support and advice.

4. Safer Working Practice

Specifically for the Choir leaders but applicable for all to be aware of – some guidance on safer working practice when working with children and vulnerable adults can be found [here](#).

5. Safeguarding Training Update

PCC members are all up to date with training – thank you to all for your commitment to keeping up to date. In the last few months, Helen and Karen have completed Leadership training and I have updated my Safer Recruitment training.

6. Whaddon Parish Dashboard

A copy of the latest dashboard Action Plan is attached for review. At the time of printing, we are 98% compliant which is excellent. There are some outstanding actions which will be addressed in the coming months. The PCC are asked to acknowledge the progress made to date.

7. Useful Information

The [Diocese of Ely Safeguarding page](#) is full of useful information including how to report a safeguarding issue – briefly summarised below:

Reporting a safeguarding concern:

If you have information about a safeguarding situation where a child or adult is in immediate danger, or requires immediate medical attention, call the emergency services on 999. Do not delay.

For reporting other safeguarding concerns – either contact:

- **Parish Safeguarding Officer:** Anne Newberry 07754 829952
- **Ely Diocese Safeguarding Duty Phone:** 01353 652747 (Please do not use this number for queries about DBS checks, training or recruitment issues). Out of hours, this will be diverted to Thirtyone:Eight, a helpline.

Please ensure concerns are documented and reported within 24 hours.

Anne Newberry, Parish Safeguarding Officer

