

**Minutes of St. Mary's Whaddon, Parochial Church Council (PCC) Meeting  
held at Turpins on Tuesday 11 November 2025 at 8pm.**

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*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), Helen Strudwick (HS), (Vice Chairman), Karen Coningsby (KC), Jenny Grech (JG), Kay Clarke (KCI), Anne Newberry (AN), Peter Haselden (PH), Claire Hales (CH)

**Action**

1. **Opening prayers** HS opened the meeting with prayer
2. **Apologies for absence** Erica Coomber (EC), Simon Morris (SM),
3. **Declaration of Interest**  
None declared
4. **Minutes for approval and signing**
5. **Matters arising not dealt with elsewhere on the agenda**
  - a) A card is to be signed by the PCC and present given to Anne Warrack **HO**
  - b) JG suggested that when CH reports HO's feedback to the Fete Committee that pre-Fete lunches are missed by some in the village that we include some firm proposals of ways to use the church more. HO suggested that we offer to send an email to ask if there is anyone who would be happy to mastermind reinstating the lunches. **CH**
6. **Correspondence**
7. **Safeguarding**

See attached report

AN requested that the PCC agree to propose that HO be the named person to whom all workers (employed or voluntary) are accountable for social media use.

CH proposed this and JG seconded this proposal

AN also requested that the PCC acknowledge that HO as the incumbent and AN as PSO have assured the PCC that they are aware of the requirement below and will comply.

"Ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the diocesan safeguarding adviser."

KC proposed this and KCI seconded this proposal

8. **Finance**

JG talked to the Treasurer's report attached.

Discussions followed regarding the best way to purchase oil. Boiler Juice and Goff were suggested. JG to contact AN and CH for help when more oil is required. **JG**

HO also suggested that an oil sensor is fitted to the tank.

9. **Policies**

The Privacy notice provided by CH was accepted.

10. **Church Maintenance**

Brown and Ralph (Building Contractor and Stone Masons) have installed the replacement cross on the east end of the nave roof. Next week they will carry out the low level stonework repairs to replace the missing flints in the areas identified in the last quinquennial survey.

11. **Synod meetings**

Deanery CH reported that the Deanery Synod was not a full meeting as Andrew Birks was unable to attend. Unfortunately, there has been no progress with obtaining Deanery funds from Santander.

Diocesan HO attended the recent Diocesan Synod. She reported that more people at Diocesan level were engaged and working through issues. Some issues proved divisive. The Living in Love process was not passed with a 24-29 vote.

12. **Any other business**

- a) The PCC requested that HO contact Orwell Primary School to arrange a time to visit the school as several of the children in the village attend the school. **HO**

HS proposed this and PH seconded this proposal.

KC to provide HO with the contact details. **KC**

- b) The PCC were shown the winning Christmas card design, and the details were checked. David Grech to process the printing of the cards.

- c) Two fundraising talks will be held in early 2026  
A Behind the Scenes talk on the current Fitzwilliam Exhibition  
'Made in Egypt' by HS  
'All Roads lead to Rome - Via Francigena by David Grech
- d) HO reported that Bassingbourn Church opening is postponed until Sunday 1 March 2026 10am -1pm. Whaddon parishioners will be invited to a pre-opening on 21 February 2026
- e) CH to email Nick Jones at Bassingbourn and the contact at the Barrack to invite them to St Mary's Christmas services.

CH

13. **Forthcoming services**

Carol Service 21 December 6pm

Informal Carols 24 December 5pm

24 December Midnight Service 11.30pm (Bassingbourn)

Christmas Day Service 25 December 9.30am

14. **Date of Next Meetings**

Tuesday 13 January 8pm Spring Cottage

Tuesday 17 March 8pm Turpins

Sunday 10 May APCM/AMP 10.30am

Tuesday 7 July 8pm

Tuesday 8 September 8pm

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

## Treasurer's Report 11/11/2025

### Bank balances at 02 Nov 2025

Barclays General Fund	5,954.80
Watson Fuels	-384.19
CCLA Fabric Fund (restricted)	8,357.83
CCLA Organ Fund (restricted)	4,858.52
CCLA Charity Account (restricted)	3,153.26
<b>Total</b>	<b>£ 21,940.22</b>

### Receipts and Payments 01 Jan to 02 Nov 2025

General Fund:

Receipts	14,656.48
Payments	14,456.69
<b>Receipts minus payments</b>	<b>£ 199.79</b>

### Receipts and payments since the last PCC meeting

General fund:

Receipts: Collections at services £100, Standing orders £520, Gift Aid Tax refunded £400

Payments: Ministry share £1,600, Utilities £400

Restricted accounts: At the beginning of October we received our quarterly interest which totalled £157 across the three accounts (Fabric, Organ and Charity).

### **Easyfundraising**

We had a message from easyfundraising in October saying, "St Mary's Whaddon Cambridgeshire has raised £262.06 so far this year which puts you in the top 10% of causes raising on easyfundraising!" About half of this is classed as, "Not ready for payment", but most of it will come through given time.

A lot of this is down to Peter and his work travel. One of the three anonymouses has raised a significant amount, and I was pleased to see that I raised £25 when I renewed our home electricity contract.

### **Oil**

We are still getting our heating oil from Watson Fuels. The last fill, at the end of July, cost 80p/L excluding VAT. This is premium kerosene which costs a few pence more than ordinary kerosene and is meant to make the boiler run more efficiently. I have a feeling this might be expensive, but don't know much about oil heating having never had it in any of the houses we have lived in.

Jenny Grech

## Parish Safeguarding Update for St Mary's Whaddon PCC November 2025

### 1. Dashboard progress

Following the last meeting we reached 92% compliance with mandatory requirements which is excellent.

### 2. Use of Social Media

For this item, the dashboard is still referring to compliance with the Parish Safeguarding Handbook however, this has been withdrawn and is being replaced by a national safeguarding e-manual. While we wait for this to be finalised, we can still review our use of social media and agree some next steps:

#### Social Media Review:

- There is a dedicated Facebook account which is used to promote Church activities and Helen's weekly message – the page currently has 26 followers.
- The Whaddon Village Email is used for the same messages and has a wide reach throughout the village and also to previous residents if they have moved away but kept in touch.
- Occasionally events, e.g. the Village Fete, are promoted on the Village WhatsApp group (WhaddsApp).
- We have a dedicated page on the Whaddon village website which is regularly updated with Helen's weekly message, minutes of PCC meetings, events around the Deanery and fundraising.

Is there any other social media in use for Parish work?

#### Next Steps:

- We need to have a named person to whom all workers (employed or voluntary) are accountable for social media use. I would suggest that we agree that Helen O undertakes this role (other suggestions welcome!).
- We should have a social media policy and response strategy – there's an Ely Diocese template which I will complete and send round for comments for agreement next meeting.
- The Safeguarding information on the village website needs updating – I will take the opportunity to do this and to add some more content including some of the safeguarding posters on display in the church.
- In the meantime – the CofE has its own community guidelines which can be found here [Social media community guidelines | The Church of England](#). I recommend we all make ourselves aware of these.

### 3. Assurance on the management of Known Offenders:

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. The dashboard asks:

Are the incumbent and Parish Safeguarding Officer aware of the above requirement, and will they comply if applicable?

Section 3.1 of [Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance \(2017\)](#) (page 20) states that the incumbent and PCC will:

"Ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the diocesan safeguarding adviser."

The existence of any agreement is not usually disclosed to the PCC. Nevertheless, the incumbent and PSO can assure the PCC that they are aware of the above requirement and will comply if applicable. I recommend that we agree that we can provide this assurance.

#### **4. Choir**

Helen S and I have yet to meet to address the dashboard requirements for the Choir including a review of the risk assessment, a role description for the choir lead and a DBS check. The Diocese have recently changed their DBS checking service following the APCS data breach and I was given access to the new provider (U-Check) only last week. Once I've worked out how to make an application, I'll work with Helen to bring us into compliance.

#### **5. Safeguarding Training Update**

Everyone is up-to-date. Thank you once again for your commitment to safeguarding training.

**Anne Newberry, Parish Safeguarding Officer, November 2025**

### Procedure for 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 – please contact:

- **Parish Safeguarding Officer:** Anne Newberry 07754 829952. If I am available, I will support with your concern and with referring to the Diocese safeguarding team if appropriate. If not, then please call them yourself – they are there to support you.
- **Ely Diocese Safeguarding Duty Phone: 01353 652747** (Please do not use this number for queries about DBS checks, training, or recruitment issues).

When making a referral by calling the Safeguarding Duty Message Service, please leave a message with your name, telephone number and a brief explanation of the reason for your call. The team member on duty will be alerted to your message and will call you back to discuss your safeguarding referral, offering professional advice and support and together with you agree a plan to manage the next steps.

**Out of hours:** To report a safeguarding concern when the Diocesan Office is closed, or when Diocesan Safeguarding Team members are unavailable, you can call the **Safeguarding Duty Telephone Number: 01353 652747**, which will forward your call to our partners at the 'thirtyone:eight' helpline. Let them know that you are calling from the Diocese of Ely. (Please note that the Helpline is not available between Midnight and 7.00am.

Please ensure concerns are documented, dated and signed, then reported to the above within 24 hours. More details can be found in the CofE Safeguarding e-manual: [Section 1: What to do on receipt of a safeguarding concern or allegation | The Church of England](#) and on the Ely Diocese Safeguarding page: [Diocese of Ely Safeguarding page](#).