



**Parochial Church Council Meeting – MINUTES**  
**Monday 23<sup>rd</sup> March 2026**  
**7.30pm – 9.30pm in the Conservatory**

**2025/26 PCC Members:** Stuart Hull (Chair/Warden), Steve Cornick (Treasurer), Nigel Day (Warden), Nick Elbourne, John Fleming, Alan Fryer, Jenny Harris, Paula Jones, Matt Lee (Associate Minister), Keith Loveless, Gillian Mannouch, Kevin Metcalfe, David Morgan, Lisa Perry (Minutes), Ann Powell, Kirsty Pringle, James Sharman, Janine Thomas, Paul Wareham.

- 1) Welcome & opening prayers JH read John 21:15, JT Spoke on leadership, following and support “tend My Sheep, feed My lambs”. The PCC prayed.
- 2) Apologies - none received.
- 3) Approval of Minutes of Meetings on 26<sup>th</sup> January - GM incorrectly down as JG in the Deanery Synod section, >> **to be corrected [DONE]**. Minutes proposed JT, Seconded GM.
- 4) Matters Arising (not elsewhere on agenda)
  - a) JH asked about the Christianity explored once more - JT echoed that concern; it is clear that ML does not have the bandwidth but perhaps there can be volunteers? >>**ML to take to staff team.**
  - b) GM’s action to speak with DM has been undertaken , all good.
  - c) Light Up Dorset - ML happy to answer any questions. Document in sharepoint was circulated 18/3. Continues for SJW as a watching brief.
- 5) Parish Profile
  - a) The PCC propose to adopt the Parish Profile v2, which incorporates minor amendments (in red)
  - b) SH summarised our 3 options as a PCC - do nothing, make small tweaks (wardens and PP sub group are proposing) or do maximum; a complete re-write of the profile, with comments to LP as PCC secretary ( some have already emailed in).
  - c) JT noted the finance page dated Dec. 2024 - should this be updated? SH - We have not yet published our final accounts so not at this time.
  - d) SH - in answer to KP reprocess and feedback from AD Penny - no, the blue bullet point was communicated informally to Noel Harrison by AD Penny after a diocesan finance meeting. KP notes concerns about informal feedback with regard to procedural correctness.
  - e) ML left the meeting temporarily whilst the meeting discussed the interview feedback.
  - f) DM agreed with NE that nothing has changed, but feedback helps to be clearer in order to attract candidates.
  - g) JT noted that the proposed profile now favours incumbents not coming directly from a church through which they have come up (e.g. Curate into associate Vicar, into Vicar etc). All Bishops and AD Penny were united at the interview stage on this point.
  - h) JH reminded the meeting that we prayed the Lord would bring His choice through and we should rest in that and trust in His timing.
  - i) The Bishops are keen to require suitable incumbency experience.
  - j) JT - let us accept their wisdom and suggestion which was very clear after interview. This is for the next round, only. The PCC discussed the merits of language used, and decided upon using:  
*“Exciting opportunity for an experienced incumbent or a suitably experienced church leader”* - The PCC voted - carried unanimously. >>**PJ to echo this through the document**
  - k) SH directed us to the blue bullet point that had been added into p.10, regarding women and leadership roles. Several PCC members had reservations about adding this as an essential requirement at this late stage. After discussion, PJ proposed we expand the paragraph on p13 under PCC, calling it "PCC and church leadership" that already demonstrated men and women in leadership positions throughout our church, and add in the new blue bullet point here. Unanimously agreed this was a way forward. DM proposed accepting all other modifications - all agreed. >>**Any issues email PJ**

ML returned to the meeting.

6) Finance - PJ and SC. Refer to docs in sharepoint.

- a) Management Accounts to 28<sup>th</sup> Feb: PJ highlighted: variance on staffing costs is due to lack of rental income showing in Jan/Feb, but this is now caught up for March. Diocesan share variance - missed updating Standing Order in February, but now a catch up. Church activities include annual lunch club fee and experience easter eggs cost - a one-off. Church running costs include some IT purchases, printer repairs. Creditors and debtors for 2025 still to be applied.  
PCC agreed that the report format is acceptable. SC asked if we can hide the months that are empty - no.
- b) Treasurer's Report (including expenditure over £1,000 & Bank Account Balances)  
Report for the first 2 months of the year - YTD deficit higher than we would have wanted by around £3000.00.  
Bank balances are healthy, total balance at 21/03 £201, 562.  
SH advised that S&F will monitor closely and report back in May before we decide if savings / further review is required.  
No giving review this year yet.  
Lots of work pulling GA giving in to the general account.  
SH noted that this would be SC's last treasurers report as SC is stepping down after 15 years, and PJ will take this on from the APCM. SC originally stepped in for one year! Thanks to SC from all the PCC.

7) Staff Matters:

- a) **Ministry Trainee** (See S&F minutes) - The PCC agreed to employ Zach for a year ending this summer, and we now have a proposal from ML to keep him on, as we are seeing great growth in Soul, Core and Fuse, and we are currently short staffed. We could explore the terms and hours under which we would retain him. Zach is keen to stay.  
DM - we should put a backstop to this, a trainee post should not be rolled over long term.  
PCC membership in general agreement with ML's proposal.
- b) **Proposal for BMG** (see paper) PW - in part a way to involve more younger people who are put off by the current BMG form, we now have a Facilities Manager, and the plan is for this new format to streamline what we do and how we do it in order to be more effective.  
KL does so much hard work, and has lots of involvement in Saturday Sort- it, and this would remain, whilst focusing KL's role onto large Capital expenditure projects with KL reporting directly to S & F committee. KL agrees this really would be good, and he is supportive of the change.  
The PCC would still have a link with the new Building MAINTENANCE Group through PW, but no requirement for minutes.  
What would change when KL steps down as our church architect? We have to appoint another. All churches have an appointed church architect.  
The PCC voted and the motion was carried, with KL abstaining (conflict of interest).

8) PCC and Sub-committee roles and responsibilities for 2026:

- a) SH stepping down as Churchwarden at APCM having completed his extra year, PW will be nominated as his replacement. Though we were keen to focus on continuity during the interregnum, SH is reluctant to overstay as warden. He will stay on PCC and is increasingly feeling led to join the pastoral care team in September. PJ will remain as a Deputy Warden.
- b) S & F - PJ will continue to chair. SH leaving S & F. NH will be co-opted or elected to fill that gap.  
It was noted that NH is not on PCC - what does calling upon him for support mean? SH agrees that this means that we may need to co-opt NH to PCC also. >>SH to take this back to NH
- c) PJ to take on Treasurer role.
- d) DM - regarding GA, mentions that he has not spoken to Graham! So, this may not be the exact succession although has been under discussion for a while.

9) Sub-committees

- a) S&F – PJ (see minutes) DM - item under APCM report - can this include mission statistics and environment stats. >>SH- include on next PCC agenda
- b) BMG – PW (see minutes)
  - i) Proposal to install acoustic panels in Conservatory (see Wallsorba docs)- funding is available via a generous donation. It was acknowledged that it is a struggle to hear when the Conservatory is busy. KL explains the panels would go above the lights on the wooden panels and on the wall around the door to the kitchen corridor. **Carried unanimously.**  
>>We will need a faculty for this.
  - ii) Vicarage >>PW to contact Peter to clarify what his recommendations for extra bathroom/lavatory are, should be made clear to the Diocese.
- c) GAT – DM (see minutes)

Item 5 - N & H Harrison - proposal to recognise them as GA partners, based upon the GA criteria from 2013. N & H not asking for funding.

Item 3 - Now PB has left SJW, we will part fund his trip this year, but as no other support from SJW, GA proposes to support current students (until 2028) and then we will withdraw funding. Not necessary to vote now but given that the college principal may want to visit, we ought to be clear.

DM requests PCC support to remove them as a GA partner, ending in 2028 when the current pupils graduate. We should hold off until a process is agreed and actioned.

Additionally, re Sarah Coleman, GA wanted to review on the basis of correspondence and length of support to date, and this formal review answered the concerns, and this has provided a very positive new focus.

>>DM to look at capturing processes on criteria to withdraw funding from a mission partner in a further update of this policy on GA partners.

>>GA partner funding - copies from DM for those who wish to see it. >> put on Sharepoint.

JT looked at Steven Lee's item on mission trips - it's a great idea, and a reasonable thing for SJW to ask of their partners.

  - i) Proposal re Mission Partner Criteria (see doc v6) **17 in favour, 0 against, 2 abstaining**
- d) Y&C – ML - no update - no minutes, nothing substantive to report.
- e) Pre-School – KM (see minutes)- rebuilding the staff team after a couple of departures and an apprenticeship in place, post - Easter. Numbers are healthy. SH highlighted PCC policy and S&F decision regarding pre-school surplus' to KM. KM agreed with SH, that as per S&F minutes this had now been communicated effectively, noting recent changes in pre-school chair and manager.
- f) Deanery Synod Report - please refer to the report, drawing attention to the wages increase item - Diocese treasurer confirmed details which were confusing; ML very happy to answer questions re stipends increase.

10) Standing Items:

- a) Safeguarding Matters
  - i) Any concerns to report - none
  - ii) DBS Checks – new criteria for PCC:  
>>please all check the link below - Andrew and Pat will contact you if you need one,  
<https://www.salisbury.anglican.org/supportforparishes/communications/news/changes-for-dbs-checks-for-pcc-members.php>
  - iii) Safeguarding courses: <https://safeguardingtraining.cofeportal.org/login/index.php>
- b) Health & Safety - none
- c) External activities to approve: Preschool trip to the library early May - **unanimously approved**
- d) Policies to review this month: none

11) Any Other Business

The PCC were made aware of a desire amongst newcomers (especially younger members) to serve informally, can the relevant personnel be made aware of this?

>> ML bring to staff team

12) Interregnum matters (discussed without ML's presence)

- a) Feedback from Parish Reps - [see above](#)
- b) Next steps - Parish Profile and readvertisement. The Patron will move things on swiftly once we confirm adjustments to the parish profile.

The meeting closed in prayer.

**Next Meeting: 6<sup>th</sup> May 2026 (immediately after the APCM), then 18<sup>th</sup> May**