

Minutes of The Fifth Meeting of the 2025/26 Parochial Church Council of St Francis of Assisi held on 20th November 2025 at 8pm in Church Hall

Present: Cathy Bloye (CB), Graham Bloye (GB), Montse Day (MD), Jo Dunstan (JD), Paul Dunstan (PD), Carol Jager (CJ), John Owen (JO), Eric Pavyer (EP), Andrew Watkinson (AW)

Present via Zoom for part of the meeting: Joel Colyer (JC) for item 5, Choir Update

Apologies: Pui San Appling (PSA), Sarah Branwhite (SB), Rachel Basch (RB), John Butler (JB), Gavin Johnstone (GJ), Stuart Richardson (SR), Rob Smith (RS)

1. Welcome & Apologies

Meeting was confirmed as quorate

2. Previous Minutes (22 Oct 2025)

Proposed edits agreed

3. Matters Arising

Discussion on intinction; Standing Committee to review.

4. Outstanding Actions

Images policy permission form to be finalised.

5. Choir Update

Choir Week 2026 at Salisbury Cathedral progressing well; preferred accommodation at Cathedral School

Action: Deposit required; JC to confirm costs for PCC approval

Choir Recruitment ongoing; JC visiting local schools.

PCC approved RSCM membership at £150/year.

6. Treasurer's Report

Year-end surplus expected; supports minister recruitment.

Planned giving at ~£4,500/month (down from £5,500)

Energy costs reduced by 35%.

Roof repairs urgently required. Structural survey and emergency measures required. Standing Committee authorised instruct emergency roof repairs and safety measures.

7. Safeguarding

No issues reported

8. Chairman & Wardens Report and Events

Children's Worker Role: discussions ongoing. PCC confirmed any return must be on previous terms. Financial implications noted for reduced hours.

Action: NC to confirm preferred working pattern in writing to PCC by 04/12/2025. If required, an additional PCC meeting to be scheduled to discuss proposals

Bishop of Hertford's Letter: Letter circulated ahead of meeting to PCC. Churchwardens have requested St Francis representation on working group.

Christmas Tree Festival: Preparations on track; costs covered by advertising. Logistics for weekend being finalised.

9. Health, Safety & Environment

Prayer Garden leaves cleared by volunteer; volunteers for ongoing maintenance needed.

10. Correspondence & Electoral Roll

Electoral roll unchanged: 61 residents, 54 non-residents (total 115).

No other correspondence received.