

Minutes of the Dedham Parochial Church Council

Held at 7.30 p.m. on Tuesday the 22nd April 2025 at the Duchy Barn

Present: Sharon Sarson (Chairman) (SS), Ruth Higginson (RH), John Reed (JR), Lynne Al-Sad (LAS), Helen Sims (HS), Adrian Beckingsale (AB), Roger Berry (RB), Gabbie Watson (GW), Margaret Kitson (MK), Antony Watson (AW), Robert Smith (RS).

In Attendance: Rev. Phillip Young

1. Apologies from Rev. John Saxon

PY opened the meeting with a reading and prayers.

2. Sharon opened the first meeting of the new Church year, and welcomed Robert as an elected member, and Antony and Margaret to the role of co-opted PCC members, as well as Ruth to her role of Churchwarden. In response, the meeting wished Sharon every success following her election to PCC Lay Chair.
3. The Minutes of the PCC meeting held on the 18th March 2025 were approved without amendment.
4. Matters Arising:
 - (i) The issues of cleaning and opening/closing the Church had now been organised to cover the impending absence of GW.
 - (ii) AB gave a short update on the Eco Church and Muniment Room.
 - (iii) The APCM had been held and had been successfully managed to the extent that all matters requiring approval had been fulfilled. JR asked that we Minute the fact that Deb Turner had put much work in to putting the Annual Report together, and preparing the new Electoral Roll.
5. Safeguarding: The appointment of RB as Safeguarding Officer was warmly welcomed, and he confirmed that that his role and various training issues were already underway. RB raised the subject of including First Aid Awareness training, and would be willing to lead it. PY felt that a Safeguarding Statement should be agreed and publicised on our communication platforms.

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Some discussion was had regarding Certification expiry dates which Deb Turner (Safeguarding Administrator) dealt with by putting out reminders.

PY apologised having to leave the Meeting at this point.

6. Finance Report:

JR indicated to the meeting that the Quarter One Accounts for 2025 were on the verge of completion, but no report could yet be circulated. However, it did look like the General Fund had broken even for the Quarter, with income and expenses both a bit higher than last year. Year on year, regular monthly donors were up 5 (net) from 45 in March 2024, to 50 in March 2025.

Apart from the General Fund, the other Church funds have had little movement so far in 2025.

7. Fabric Report:

Windows: JR reported that there had been a meeting with the Glazing contractor and the Architect, and that agreement was reached on the glazing part to begin with, and that this involved three phases from Quarter 3 of 2025 through to mid-2026. Peter Wilson (PW) was working at putting together Grant applications, and liaising with the Architect on the project detail. Another meeting would be held in July to confirm the detail with the contractor, and PW/JR were assessing the amount of funds that were currently received or pledged, along with other funding opportunities in order to be able to attract match funding from outside grantors.

8. Churchyard Review: SS outlined the Diocesan requirements for the Annual review of headstones, etc.

SS felt that there were some insecure headstones that needed attention, and explained that successful completion of the Annual review would prevent the PCC being liable for any matter that might arise. After discussion it was agreed that a volunteer was required to undertake the lead with this task, perhaps alongside other support.

9. Audio Visual Equipment: SS confirmed that after 3 quotations, James Smith Sound Ltd have been appointed contractors to carry out the work to procure and install an upgraded level of Church communication at a cost of £8,800. The materials element had been bought and paid for, and placed in an insured storage facility. The Delt have pledged to cover the cost of this project. Installation expected by end of June.

10. Any Other Business:

- (i) LAS asked why the Church plates were not being currently used to bring donations to the Minister during Church Services. In PY's absence SS agreed to take this up with PY at a Warden's meeting.
- (ii) PY had submitted an e mail, requesting the PCC to permit him not to be fully robed at Festival Services in the future. Lengthy discussion was largely against granting this request, and the general feeling of the PCC towards this request, and some other aspects of Festival services, would be fed back to PY by the Wardens.
- (iii) HS asked if PCC members were aware of the negative impact on the Church congregation if the recent City Council proposal to installing car parking machines went through. It was agreed that opposition should be expressed with all the relevant organisations, including the Parish Council.
- (iv) AW indicated that the table used for Wedding Registering was in a poor state, and RH agreed to investigate a replacement.

The Meeting closed following a final prayer.

Date of Next Meeting: Tuesday 27th May at 7.30 pm in the Duchy Barn

