

ST. LEONARD'S CHURCH GLAPTHORN
Minutes of Parochial Church Council Meeting
Tuesday 21st October 2025 at 7 p.m. at The Old Orchard.

Present:	
Rev. Stephen Webster	Ursula Wide
Tracey Kerr	Stephen Dickenson
Anne Cashmore	Philip Hilton
Brigitte Hilton	
Penny Reading	
Richard Stark	

Agenda Item	Content	Who
08/25.51	Opening Prayers: The meeting opened with prayers led by Stephen	
08/25.52	Apologies: Annabel Copeland, Tricia Newton, Sid Charlton	
08/25.53	Minutes of the P.C.C. meeting dated 26th August 2025: These were approved by all present (having been previously agreed by email) and signed by Stephen Webster.	
08/25.54	Matters Arising from the Minutes of 26th August 2025 and preceding Minutes: The following items have been completed or no further action is required: <ul style="list-style-type: none"> • <u>08/25.49 Any Other Business:</u> Church carpet – the carpet by the altar will be removed as it is difficult to walk on and hindering the closing of the altar rail. • <u>08/25.49 Any Other Business</u> Memorial Inscription booklet – this has now been completed by Colin Ashworth. A copy will be left on display, and a copy retained in the safe. Anne will draft a letter of thanks for Ursula to send. • <u>08/25.49 Any Other Business</u> Sonya and Malcolm Moss will be moving to South Africa in October, for a couple of years. The PCC 	<p style="text-align: center;">RS/ D Cashmore</p> <p style="text-align: center;">AEC</p> <p>Anne has sent TY card</p>

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	<p>thanked them both for supporting the Church over the years, and in particular, thanked Sonya for her time and contribution to the PCC.</p> <ul style="list-style-type: none"> • <u>08/25.42 Church Matters</u>: Names of PCC members to go in village newsletter. <p>The following items are carried forward:</p> <ul style="list-style-type: none"> • <u>10/22.05 Assessment of unsafe kerbstones and uneven flagstones at front of church</u> – Brigitte will ask a local builder to repair uneven flagstones (inside church); unsafe kerbstones will be moved to the side of the wall and photos and notes taken and kept with burial book in the safe, in case of any future queries. <i>Latest action – Richard to speak to Rupert Farnsworth re inside church flagstones, to see what can be done; Richard and Brigitte (plus others) to examine and remove kerbstones where appropriate.</i> • <u>11/24.57 Church Matters: Training</u> - Ursula will run some sessions (probably in January) for anyone who is interested in the PCC, in the workings of the church e.g. lights, heating, alarm, audio, keys, serving at Communion etc. This will help to reduce the reliance on one person. • <u>02/25.05 Church Matters: Churchyard Plan</u> – at the last meeting, the PCC resolved that any future expression of wishes to be buried in a specific plot, should be kept in the book in the safe, so that a record can be passed on to future vicars and PCC members. At this meeting, it was also agreed that every application for a specific burial plot will be considered on its own merits, but preference will be given to those with the strongest connection to Glaphorn. <i>Latest action – this was amended to “we have noted your request (specific burial plot and/or ashes) and will endeavour to comply with it.”</i> Stephen and Philip to draft a procedure and letter, to go out if any enquiry made. • <u>08/25.42 Church Matters</u> The PCC thanked the Crosbys for their generous donation to the Church – Anne has sent a letter of thanks to them. The PCC are also minded to support the Crosby’s request to install a small army memorial stone in the churchyard, in memory of their son, Henry, and Stephen will investigate how this can be done. 	<p>to Sonya on behalf of PCC. Done</p> <p>Rupert to replace w/c 10/11; Kerbstones TBD; Rotten wood floor blocks to be replaced soon</p> <p>Sid and Penny have expressed interest in this</p> <p>Draft completed for SW to review</p> <p>SW confirmed this can be done - PR to ask Crosbys to meet with SW to complete paperwork</p>
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	<ul style="list-style-type: none"> • <u>08/25.42 Church Matters</u> There are a number of trees/hedges in the churchyard that need some attention- Mike Newton has offered to tidy them up. Ursula will review them with Mike and provide the PCC with her professional view on what action should be taken with them. • <u>08/25.45 Safeguarding Report:</u> A reminder to the PCC to send their DBS form to Louise Foote at St. Peter's or contact Louise if they need any help with completing it. <p>New Items from 26th August meeting:</p> <ul style="list-style-type: none"> • <i>All on this agenda</i> 	<p>Work in progress over the winter</p> <p>In progress</p>
<p>08/25.55</p>	<p>Church Matters:</p> <p><u>Lead roof:</u></p> <ul style="list-style-type: none"> - Temporary repairs were completed in early October. - Anne and Ursula have used the national Cornerstone Database to identify some suitable organisations and charities for possible grants; Ursula to feedback on how Owston Church managed their fundraising. - The PCC discussed Ursula's briefing note on Lead versus Terne Steel as a possible way forward for a completely new roof. Actions agreed: <ul style="list-style-type: none"> o Ursula will speak to Jon Breckon (Diocesan Historic Churches Support Officer) to find out which local churches have had a new roof and then make arrangements for the PCC to visit a church with a stainless-steel roof, to find out more about the pros and cons. Of this material. o Scope to be drawn up for new roof so tender process can begin – with assistance from Jerry Lander (church architect) for this phase of the project. o Recruitment of new church architect (as Jerry Lander is retiring in 2026) from list provided by Jon Brecon <p><u>Heating Engineer:</u> An agreement has been signed for Vulcana to do the next service in September 2026 – the cost to maintain a few heaters is expensive at £415 plus VAT. The PCC agreed to look for a local supplier next year, with all recognising the importance of regular checking of the gas supply.</p> <p><u>Electrical Works:</u></p> <ul style="list-style-type: none"> - The items listed as 'potentially dangerous-urgent remedial action required' from the Fixed Electrical Appliances Report have now been fixed. Tracey is waiting on a few follow-up points e.g. more labelling and mending the coach light on the gate (hopefully within the existing quote), but this then completes the urgent work, with the next inspection being due in November 2026. - The Portable Appliances Inspection is now due – Carters will be 	<p>RS to f/up</p> <p>UW</p> <p>UW</p> <p>RS and UW</p> <p>UW</p> <p>TK</p> <p>TK</p>

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	asked to do this, but Stephen will speak to a suitably qualified member of staff at St Peter's to see if he would be able to undertake this in the future, for our church.	SW
08/25.56	<p>Vicar's Report and Services:</p> <p><u>Promoting Church Growth</u> Welcome Pack: this was raised at the last meeting. It was decided to set up a subgroup to work on this, consisting of Stephen and Ursula, with Ursula also asking Pauline Davidson and Helen Charlton to join.</p> <p><u>Placement Ordinand</u> Georgina Jeffrey is on placement in the Benefice for 2 academic years. As she is particularly interested in rural ministry, the PCC voted to adopt Georgina as our Ordinand on placement – this was proposed by Ursula, seconded by Penny and all those present voted in favour. Stephen will update the congregation on her placement and notify them that no names will be used when Georgina writes about her experiences as part of her training.</p> <p><u>Church Services</u> 9th November at 9.15 am - Remembrance Sunday (Holy Communion) Tuesday 2nd December at 2 pm in Church - Glaphorn School Christingle Service Sunday 21st December – Carol Service in Church at 5 pm Wednesday 24th December – Carols Around The Crib, in the churchyard, at 4 pm Christmas Day – Holy Communion at 9.15 am</p>	UW SW
08/25.57	<p>Treasurer's Report:</p> <ul style="list-style-type: none"> • Cash balances as at 22nd October total £42,654 – this includes £13,511 in the 30-day account (which in turn, includes £700 from the Nene Voices concert). • The PCC discussed the email and papers regarding Diocesan finances, circulated in August. There is a deficit of £2.5 million and steps are being planned/taken to address this situation. 	
08/25.58	<p>Safeguarding Report:</p> <ul style="list-style-type: none"> • Nothing to report 	
08/25.59	<p>Deanery Synod Report:</p> <ul style="list-style-type: none"> • The questionnaire to capture the ideas of parishes as to how the Deanery could be better organised and operated, is now finalised and will be issued shortly. 	

	<ul style="list-style-type: none"> The minutes from the last meeting on 10th September were circulated and discussed. 	
08/25.60	<p>Health and Safety Report:</p> <ul style="list-style-type: none"> There have not been any reported accidents since the last meeting. 	
08/25.61	<p>Social Committee Report:</p> <p>The Sub Committee have now met to plan activities for the coming months.</p> <ul style="list-style-type: none"> Thank you to Liz Williams and Nene Voices and everyone else involved in making the concert on 27th September so successful - £700 was raised. Musical Quiz 1st November – than you to Stephen Dickenson for paying for the hire of the Village Hall for this event. 15th November – Tearfund Quiz – in the Village Hall. Thursday 4th December “Afternoon of Christmas Cheer” – in the Village Hall. 	
08/25.62	<p>Any Other Business:</p> <ul style="list-style-type: none"> It was agreed that cards for “life events” should be sent to villagers, where details are known. These details should be channelled via Anne, who will inform the Administrator at St Peter’s, in order that the Vicar can send a card with an appropriate message. Ursula thanked everyone who had helped to make the Tuesday afternoon teas in Church such a success over the last few months. There is a possibility of a simple lunch provision taking its place over the winter months. Stephen Dickenson is investigating the possibility of getting a busking licence for personal use locally, in order to raise funds for the Church. 	AEC/SW
08/25.63	<p>Date of next P.C.C. meeting:</p> <p>The next meeting will be on <u>Tuesday 27th January 2026 at 7.00 p.m. at Church Cottage.</u></p> <p>The meeting closed with prayers, at 21.15</p>	

S. Curran 27/01/26