

ST. LEONARD'S CHURCH GLAPTHORN
Minutes of Parochial Church Council Meeting
Tuesday 26th August 2025 at 7 p.m. at The Old Orchard.

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

Agenda Item	Content	Who
08/25.38	<p>Opening Prayers:</p> <p>The meeting opened with prayers led by Stephen</p>	
08/25.39	<p>Apologies:</p> <p>Annabel Copeland, Ursula Wide, Sonya Moss, Sid Charlton</p>	
08/25.40	<p>Minutes of the P.C.C. meeting dated 8th July 2025:</p> <p>These were approved by all present (having been previously agreed by email) and signed by Stephen Webster.</p>	
08/25.41	<p>Matters Arising from the Minutes of 8th July 2025 and preceding Minutes:</p> <p>The following items have been completed or no further action is required:</p> <ul style="list-style-type: none"> • <i>10/22.05 Assessment of unsafe kerbstones and uneven flagstones at front of church</i> – Discussion around a welcome board to go near Church door, which highlights the uneven floor for visitors – Philip will speak to Colemans about options for printing and liaise with Ursula. • <i>11/24.57 Church Matters: Churchyard Plan</i> - Sid shared the updated plan to date and Stephen will make enquiries as to whether any faculties exist in relation to the plan. <i>Latest action – there are three plots</i> 	<p>Completed – notice on noticeboard near entrance</p> <p>Completed DR confirmed</p>

	<p><i>with faculty reservations – the Vicar will contact the Diocesan Registry to see if there are any more. It was agreed it would be helpful to keep a copy of the Deeds in the Church safe for any faculty reservations.</i></p> <ul style="list-style-type: none"> • <i>02/25.05 Church Matters: <u>Altar cloths and minor repairs</u> – Helen Charlton has kindly offered to look at this and Ursula will follow up with her. Latest action – Ursula and Helen will review what needs doing. The Vicar will review whether St Peter's has anything in their collection which might be of use in St. Leonard's.</i> • <i>02/25.05 Church Matters: <u>Energy Footprint Tool 2024</u> – this gives each church an understanding of its carbon footprint and is a method for tracking progress towards reducing a church carbon footprint.</i> • <i>02/25.06 Vicar's Report and Services: - The recent Baptism was celebrated on 9th February and those baptised received a Bible and a Church guide. Together these cost £21 for each person and it was proposed by Ursula and agreed by all present, that these should be funded by St Leonard's for this, and any future, baptisms. On this occasion, St Peter's will pay the invoice and St Leonard's will make the equivalent donation to St Peter's. Latest action – in the future, the cost of the Baptism candle will also be invoiced to St. Leonard's.</i> • <i>08/25.42 Church Matters: Churchwarden Helper role and duties – a few people from the rota have asked for clarity on this. A list already exists which not everyone is aware of, so Anne will include it when she sends out the monthly reminder.</i> • <i>02/25.11 Social Committee- <u>Ceilidh</u> – the date for this is governed by the availability of the band. Sid will continue to liaise with Tansor over this. Latest action – there has not been any response, so Sid will continue to think about other options e.g. barn dance and appropriate venues.</i> <p>The following items are carried forward:</p> <ul style="list-style-type: none"> • <i>10/22.05 <u>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. 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> • <i>11/24.57 Church Matters: <u>Lead roof repairs</u> - Isolated leaks are still occurring and being monitored. The South Aisle is the most vulnerable place for leaks and needs to be repaired as soon as it is practical to do so. Ursula has written to the architect regarding what longer term/permanent repair will be needed, but no response has</i> 	<p>3 faculties regarding reservation, as expected.</p> <p>Completed – Nothing appropriate</p> <p>N/A – not appropriate for our church</p> <p>Noted for future</p> <p>Completed – AEC has copy</p> <p>No further action for now</p> <p>RS and Rupert have reviewed and identified a risk. Waiting to review new stone</p>
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	<p>been received as yet.</p> <p>The current leaks are largely contained but there are still some near the South door. Stephen will contact the vicar at St. John's Church, Corby, to discuss the temporary repair that has been done there. <i>Latest action – Ursula will contact Owston Church in Leicestershire, where the church has raised significant funds without diocesan help, to see if there is anything we can learn from them regarding raising funds for major works.</i></p> <p><i>There is another small leak in the roof near the organ and the Church noticeboard – Richard will contact the roofing company used last year, to get their views on the best approach for this problem.</i></p> <ul style="list-style-type: none"> • <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 Glapthorn. <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> • <u>11/24.62 Health and Safety</u>: Tracey has updated the risk assessment - there are a few outstanding actions regarding fixed and portable appliances and fire extinguisher checks - Ursula will liaise with Brigitte. <i>Latest action – two quotes have been received, but one is incomplete. Ursula will follow up on the incomplete quote and Brigitte will chase the third company for a quote. The most urgent task to address is the lightning conductor – electricians’ professional regulations have changed in the last four years. Richard will assist Ursula in reviewing all three quotes when they are in, and then a way forward can be discussed and agreed by the PCC.</i> <p>New Items from 8th July meeting:</p> <ul style="list-style-type: none"> • <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. • <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 	<p>UW has spoken to Owston Church and will update PCC at next meeting</p> <p>Ongoing</p> <p>SW and PH to draft procedure and draft letter to go out if any enquiry made</p> <p>On agenda</p> <p>In progress</p>
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	<p>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.</p> <ul style="list-style-type: none"> • <u>08/25.48 Social Committee Report:</u> 	<p>Action tbc</p> <p>On agenda</p>
08/25.42	<p>Church Matters:</p> <ul style="list-style-type: none"> • Church Growth: <ul style="list-style-type: none"> - “Bring A Friend” Sunday was renamed “Back to Church” Sunday, 19th October, time TBC. - Stephen raised the idea of a Welcome Pack to go through everyone’s door in Glapthorn, and then just to new people as they move in – to include photos/names of clergy and key personnel e.g. Youth Minister, Anna Chaplain, times and types of services etc. - Names of PCC members to go in village newsletter - It was recognised that Afternoon Teas and services such as Songs of Praise, are around making relationships with the community and will take some time to reap rewards. 	<p>SW</p> <p>PN</p>
08/25.43	<p>Vicar’s Report and Services:</p> <ul style="list-style-type: none"> • Harvest Festival, Sunday 21st September at 11.15 in Church, followed by bring and share lunch in the Village Hall. • Informal Communion – there was a discussion as to why we have an informal communion, when for many, communion is a private moment at the altar, and this is not always achieved in a semi-circle configuration (which can feel crushed). However, it was aired that some people may find a more formal approach a barrier. It was decided that future “informal” communions should be held with the service in the nave, and with the congregation receiving communion at the altar. There was also discussion around reverting to a common chalice, but there were divided views on this and so it was decided not to make any changes at present. • The PCC confirmed they were very happy to pay for the Bibles for this year’s new Reception children (15) at Glapthorn School. 	
08/25.44	<p>Treasurer’s Report:</p> <ul style="list-style-type: none"> • Cash balances at the end of July total £42,707 • The Gift Aid rebate of £2605 has been received and transferred to the interest-bearing account. The interest rate has been reduced to 2.36% - there is now £12,765 in the 30-day account. • Richard has circulated an email and papers regarding Diocesan finances, which will be discussed at the next meeting. 	<p>RS/All</p>

08/25.45	Safeguarding Report: <ul style="list-style-type: none"> 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. 	PCC
08/25.46	Deanery Synod Report: <ul style="list-style-type: none"> The Deanery Mission and Pastoral Committee is seeking to capture the ideas of parishes as to how the Deanery could be better organised and operated. The questionnaire is almost finished and will go out to every PCC for completion. Sid Charlton will attend the next Deanery Synod meeting. 	
08/25.47	Health and Safety Report: <ul style="list-style-type: none"> There have not been any reported accidents since the last meeting. There are some actions outstanding from the last Fixed Electrical Appliances report. Only one out of three quotes has been received – from Carters, at estimated cost of £853 for the actions rated as C2 i.e. 'potentially dangerous-urgent remedial action required'. Tracey and Richard will revisit the report and work done to date to get a complete picture. 	TK and RS
08/25.48	Social Committee Report: <ul style="list-style-type: none"> Liz Williams and Nene Voices concert on 27th September. The concert has now been advertised, and the event is being co-ordinated by Pauline Davidson. 13th September – Ride 'n Stride – Sid will be riding and also organising volunteers to be in Church that day. 15th November – Tearfund Quiz – in the Village Hall Christmas Fundraiser – various ideas were discussed, including Musical Quiz, Silent Auction, Book sale, Making Christmas Decorations, Bridge Drive, meal organised by the Church on a Friday night not booked by the Royal Oak. It was decided to convene a Social Committee (co-ordinated by Tricia Newton) to review and progress some of these ideas, with the first one being the Musical Quiz evening (led by Stephen Dickens) on Saturday 1st November at 7.30 p.m. 	SC SC PN SD
08/25.49	Any Other Business: <ul style="list-style-type: none"> Flower and Cleaning rota – there are a few gaps, so please let Anne know if there are any people willing to do extra weeks or join the rota. Church carpet – the carpet by the altar will be removed as it is 	

	<p>difficult to walk on and hindering the closing of the altar rail.</p> <ul style="list-style-type: none"> • 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. • Church organ – will shortly be fitted with a low power heater to prevent it from getting too damp. • On Bank Holiday Monday a group of 17 organists from the Northampton area came to play in church. • Sonya and Malcolm Moss will be moving to South Africa in October, for a couple of years. The PCC thanked them both for supporting the Church over the years, and in particular, thanked Sonya for her time and contribution to the PCC. 	<p>RS/ D</p> <p>Cashmore</p> <p>AEC</p>
08/25.50	<p>Date of next P.C.C. meeting:</p> <p>The next meeting will be on <u>Tuesday 21st October at 7.00 p.m. at The Old Orchard.</u></p> <p>The meeting closed with prayers, at 21.00</p>	