**PARISH OF DEDDINGTON WITH CLIFTON AND HEMPTON**

**PCC Meeting**

Thursday 26th March 2026
7pm, Deddington Arms

| **MINUTES** | | |
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| **No** | **Item** | **Actions** |
| | **Present**<br>Rev. Nick Fielden (Chair), Sarah Banes, David Clements, Caroline Condon, Jane Maharry (also acting as Secretary), Heather Nason, Stan Nelson | |
| 1 | **Welcome and apologies**<br><br>All were welcomed to the meeting.<br>Apologies were received and accepted from Angela, Olivia and Andrew C | |
| 2 | **Opening Prayer**<br><br>Nick opened the meeting in prayer. | |
| 3 | **Minutes of previous meeting and action log review**<br><br>The minutes of the previous meeting were confirmed as a true record.<br><br>See separate action log for individual items. Ongoing actions as follows:<br><br>• Risk Assessment – Sarah and Jane had provided some comments on the draft. It was agreed to accept as is for now with an update prepared in time for the summer PCC meeting<br>• Notice Board – It is still Caroline's intention to update using a similar approach to Hook Norton church, however, it was felt best to wait until after APCM.<br>• Dog mess in churchyard – Caroline had written to the Parish Clerk but the reply had not been optimistic. PCC agreed to remove the bin and erect a notice in its place outlining the location of the closest dog waste bin. Stan | All<br><br>Sarah<br><br>Caroline<br><br>Stan |

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| | agreed to liaise with the gardeners on bin removal.<br>• The 'donate here' button on the webpage requires updating/redirecting<br>• Note in Deddington News about volunteers for Craft Market set-up – still to be actioned<br>• Note in Newssheet for Craft Market coffee rota – Caroline confirmed she has volunteers until April. She will add notes as required<br>• Hassocks - Submit List A form and then advertise for distribution<br><br>Thanks were expressed to Caroline for organising clergy cover for all services when Nick will be away. | Nick/Olivia<br><br>Sarah<br><br>Caroline<br><br>Nick |
| 4 | **Safeguarding**<br><br><u>Scenario</u><br>All present discussed part 4 – where we were advised that *Christopher* had started to share TikTok videos with under 18s. This had been reported to *Emma* by one of the young people.<br><br>Agreed key action would be for *Emma* to speak with PSO and Vicar with concerns. Subsequent actions would likely include:<br><br>• PSO/Vicar discussion with *Christopher*<br>• Informing Diocese of concerns and acting on any advice give<br>• Reminding the young people how they can raise any concerns (also speaking with parents about reporting routes if families are known to the church)<br><br><u>Social media discussion</u><br>Jane presented Diocesan guidance on social media. Whilst we have a simple Facebook page which is limited in terms of editing, the guidance did raise a question around our use of personal mobiles and emails for church business. It was agreed that separate emails for 'core' roles would be good and church mobiles for Churchwardens. We will return to this item at a future meeting.<br><br><u>Dashboard</u><br>Jane Maharry reported that our safeguarding dashboard has been updated recently with our compliance standing at 95%. The two areas where we are not compliant are:<br>• Not having named Churchwardens | Jane (for future agenda) |

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| | • Unable to evidence Tower Captain and bell ringer recruitment. Jane will speak to David Field<br><br><u>Parish Safeguarding Officer Network</u><br>The Diocese is keen to establish Deanery PSO Networks to provide more local support for those undertaking the role. Unfortunately, these typically take place during working hours and so Jane is unable to attend.<br><br>It was noted that Anne Perry is to become PSO at Barford St Michael. Jane is happy to support Anne should she feel it helpful. | Jane |
| 5 | **Hempton Church update**<br><br>Andrew had written a report prior to the meeting for the PCC Secretary to read to all. Salient points were as follows:<br><br>• Following advice from a trusted consultant, quotes will be sought for a net mesh solution for the internal ceilings. A faculty will be required and application made at the appropriate time<br>• A new leak has been identified at the west end of the gully between the church and the Old School Room. Quotes for repair are being obtained<br>• Fire & Safety Compliance testing is scheduled for later in the week<br>• The quinquennial inspection has been undertaken with the report awaited | |
| 6 | **Living Faith**<br><br>Rev. Nick had prepared a summary of church activity including highlights and challenges over the past two months for members to read.<br><br>A discussion ensued regarding Nick's comments on workload and long working hours. PCC members expressed concern and asked how Nick would ensure he would take his day off and what they could do to support.<br><br>Nick felt that whilst having no Churchwardens is difficult, it is the scale of ministry across two parishes and four churches that is the major challenge. Retired clergy are supportive but cannot always help due to their own health/situations. | |

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| | A suggestion was made to consider the reduction in Wednesday morning communion. However, Nick stated that a number of those attending on Wednesdays don't attend at other times and there would therefore be a danger of losing the congregation - regularly numbering around 15.<br><br>Nick reported that expressions of interest for parishes to apply for a curate were due at the end of April. Whilst this was something he was interested in, the first year of mentoring a curate is very intense and that would not be helpful at this time. It is certainly something Nick would like to think about for 2028.<br><br>It was agreed that we would keep a close watch of the situation and discuss wellbeing at future meetings. | |
| 7 | **APCM Preparation**<br><br><u>2025 Accounts</u><br>David had circulated the Annual Accounts for 2025 for approval by PCC before they go to the auditor. David advised that there may be some adjustments following the auditor's review in early April.<br><br>Stan proposed, Caroline seconded and all agreed that the accounts should be sent on for Audit.<br><br><u>Annual Report compilation</u><br>Jane advised that all individuals /groups who usually provided a report had been contacted; the deadline for reports being mid-April. Caroline agreed to provide a fabric update report.<br><br>A collated version of the reports would be circulated to PCC members at the end of April for agreement before printing.<br><br><u>Electoral roll</u><br>Jane advised that the annual revision would take place between 19th April – 2nd May; this is in line with the requirement to publish the 'new' roll by no later than two weeks prior to APCM. Notices will be placed in the newssheet at the appropriate times.<br><br><u>PCC Membership</u><br>Heather advised that she would be stepping down from PCC at APCM as previously agreed. Caroline stated that she would prefer to step in as a 'general member' rather than Deanery Synod rep. Jane would ask Angela about her position as | Jane<br><br>Jane<br><br>Jane |

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| | Deanery Synod rep. We could therefore have three Deanery Synod vacancies alongside two Churchwardens. Notices for nominations would be placed in the Newssheet as required. | |
| 8 | **General fabric reports and updates**<br><br><u>Update on current building projects</u><br><br>Caroline provided highlights as follows:<br><br>• Dry stone wall - the petition has been completed but faculty is still awaited from the Diocese<br>• Vestry chimney – the faculty has been obtained<br>• Trees – there will be an annual check in the next few weeks<br>• Wobble tests for headstones – Stan confirmed these are regularly undertaken<br>• Gate/handrail to steps to boiler – Caroline will seek quotes<br><br>Caroline is keen to review items still outstanding from the 2022 quinquennial inspection.<br><br><u>Heating /energy sub-committee update</u><br><br>The sub-committee will meet on 14th April. Early work/research from the team has confirmed that we can't install a like-for-like heating replacement system. The committee are aware of financial limitations and therefore the need to look at interim and longer-term solutions.<br><br>Thanks were expressed for all the work in this area. | |
| 9 | **Churchyard**<br><br>Nick advised that a family has request that ashes be buried in an existing grave. This is permissible subject to the grave being clearly identifiable.<br><br>Nick advised that there is a detailed churchyard plan -produced by the Deddington Historical Society- although it does contain a few errors.<br><br>It was noted that there will be a meeting on Fri 27th March between gardeners and Fiona/Helen H to talk about next steps for Eco-Gold award. | |

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| 10 | **Finance – Treasurer's Report**<br><br>David had shared with members the Income and Expenditure report alongside a summary of Deposit and Endowment Funds.<br><br>The deposit account money shows totals held via CCLA. General reserves are 'our' money whilst other columns are either restricted (for a particular purpose only) or designated (for a particular use but with flexibility to change)<br><br>It was David's intention for us to have two months viewing at a time against the set budget.<br><br>We have recently received an unrestricted legacy of £5K. This will be placed in the heating fund.<br><br>Moving forward, David plans to look at three-year trends for various line items to help with future management and budgeting. | |
| 11 | **Deanery Synod Report**<br><br>Angela had written a report prior to the meeting for the PCC Secretary to read to all. Salient points from the recent Deanery meeting were as follows:<br><br>- The Deanery had paid 100% of its Parish Share in 2025. This was an excellent outcome<br>- There was a talk from Hannah Mann -Diocesan Environment Adviser. This covered care of creation. It was noted that Hannah will be a useful point of contact for our heating replacement project<br>- Items for the next meeting will include the Deanery Action Plan<br>- Alicia Baker as Area Dean is now on sabbatical until June | |
| 12 | **Health and Safety Report**<br><br>There were no incidents to report.<br><br>The display boards in church need removing as they are unsafe.<br><br>Outdoor steps to the west entrance are a problem and have been flagged by the bell ringers more than once. Caroline to obtain quotes. | Stan<br><br>Caroline |

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| | The fridge needs removing from the Living Room. We will 'advertise' for sale if no local group wishes to use.<br><br>Songs of Fellowship Books – Caroline will check with James on plans for disposal.<br><br>The fire extinguisher inspections/tests have been completed. | Caroline<br><br>Caroline |
| 13 | **AOB**<br><br><u>Organ hire</u><br>It was noted that organ hire costs don't currently align with those of piano hire. This is partly down to tuning requirements but could do with review. David to speak with James K for his advice.<br><br><u>Craft market</u><br>Sarah updated members on discussions with June Taylor on the craft market further to her recent emails. She asked whether PCC would like to add a note/ request on the application form for stall holders to park at NFU mutual. All agreed.<br><br>A review of prices for hire etc. will be scheduled for a future meeting<br><br><u>Fundraising events</u><br>Caroline reported that there has been much interest in the open gardens event, with 12 gardens already 'signed up'. This is a joint event with the Friends.<br><br>The Christmas Craft Fair additionally has generated much interested and promises to be a great event. | David<br><br>Jane (for future agenda item) |
| 14 | **Date of next meeting**<br><br>The next meeting will take place immediately after APCM on 17th May to appoint members to key roles.<br><br>The next substantial meeting will take place on **25th June** at 7pm in church. | |
| 15 | **Closing prayer**<br><br>The meeting closed in prayer at 9.01pm | |