Parish of Deddington with Clifton and Hempton

Minutes of the PCC meeting held on **Thursday, 22nd January 2026**
Deddington Arms

Present: Rev. Nick Fielden (Chair), Sarah Banes, David Clements, Caroline Condon, , Angela Faint, Jane Maharry (also acting as Secretary)

In attendance: Andrew Crawley (up to item 4) Vanessa Loach (up to item 5)

Item	Notes	Action
1	**Apologies** Apologies were received from Heather and Stan	
2	**Opening prayer** Nick opened the meeting in prayer	
3	**Minutes of previous meeting – November and action log** The minutes for the previous meeting were confirmed as a true record. **Action log/Matters arising** See separate action log for items. • All were asked to provide comments on Stan's draft risk assessment by 5th February 2026 • Caroline suggested looking at an alternative 'Welcome' Board – based on that currently in Hook Norton church. She would do some research/obtain quotes and report back • Dog mess – Caroline agreed to contact the Parish Council to discuss location of bins and potential moves to prevent us needing to pay up to £500 for emptying	
4	**Hempton** Andrew reported that the Christmas fair had raised over £1,000 and was a great success. Thanks were offered to the choir for their fabulous carol service. Two villagers from Hempton had enjoyed their Christmas lunch delivery. Unfortunately, tiles continue to fall off the roof. The latest casualties are under the ridge so hopefully there shouldn't be more water ingress. A second quote for works is still awaited – Caroline agreed to re-share contractor details with Andrew. Dates have been provisionally booked for the quinquennial report.	Caroline

	It was agreed that it would be good to align annual checks/inspections for fire extinguishers/PAT testing etc. between Deddington and Hempton to save on cost. Yearly inspections for fire extinguishers/PAT etc.	
5	**Stewarding for concerts** Vanessa was welcomed to the meeting and thanked for taking on the role of church bookings. She advised that 11 concerts had been booked thus far for 2026, in addition to a fashion show and two rehearsals. Finding volunteers to act as stewards was proving tricky. Cover is needed for March and April as a priority. PCC agreed that Vanessa would re-circulate dates to the group. Additionally, we would look to place text in the Deddington News and approach FODC to also request possible support. Sarah agreed to look at the proposed text that Vanessa had drawn up. All agreed that one member of the church community (usually but not always a PCC member) needed to be in attendance to deal with any unexpected situations.	Sarah /Vanessa
6	**Safeguarding** **Policies and Risk Assessments** The safeguarding policy drafted by Jane was accepted and signed by Nick. The policy will be displayed in both Deddington and Hempton churches and on our website. The ex-offender's policy was adopted and signed by Nick. The safeguarding risk assessment prepared by Jane was reviewed. A suggestion was made to add the monthly Craft Market under the 'low risk' activities. Jane to amend. Jane advised members that the Diocese has recommended a new DBS check provider – Verisure. All were happy for this to be our new provider. Jane M to sign up **Individual request** Nick shared that a young organist had expressed an interest via James K in practicing in church. It was agreed that as he was under 18, we would require one parent to be present with him and that his parents would need to sign a form/waiver around responsibility. There was some concern around H&S given the weight of the organ lid (too heavy for members of PCC to lift) and how this could be managed. Dates and times for rehearsing would need to be agreed in advance. Nick to liaise with James and Jane as appropriate.	Jane Jane Jane Nick

7	**Living Faith** Nick shared the great success of the Christmas season with the late November Advent Carols being a particular success. There had been only positive feedback. The Family Service continues to attract families, and it has been wonderful to welcome new families more generally to services. School assemblies using 'The Big Frieze' are provoking super conversations with the children. They are engaged and keen to learn more about Christianity. The new hymn books have arrived and been blessed. Thanks to all those who have donated and assisted with labelling. Nick reported that there will be a Confirmation Service in Barford in April and a Diocese Lent Course on 'The Eucharist' starting on 24th February. Olivia suggested that we look to organize 'Pancakes and plonk' this year. She will canvas for volunteers.	Olivia
8	**General Fabric Report and Building Projects** Caroline provided a report on specific building projects. The *Vestry chimney stack* now has full DAC approval, and it is hoped the contractor will undertake the work in the spring. The *Repair to drystone wall* had got stuck in a (unhelpfully) lengthy DAC process including completion of a 15-page document. A petition for the work has now been posted in the church porch and subject to us receiving no complaints/comments over 30 days, the works can proceed. DAC have requested a detailed design from an architect for the repairs to the windows. This was a little confusing and all agreed that we should focus on the replacement of glass as a priority. At the next PCC meeting we will review all other building projects and prioritize those to progress next. It was encouraging for all to hear that FODC are keen to support fundraising for building fabric works. **Heating** All were relieved that the heating system had been fixed, however, we are equally conscious of the age of the system and most parts now being obsolete. Nick proposed the setting up of a sub-committee to address this matter specifically. Agreed members are: Nick, Caroline, Angela and David. Richard Broadbent and Catherine Desmond would be invited to join. The purpose of the group would be to work towards an options appraisal for both immediate system replacement and future heating/energy solutions. It was recommended that the sub-committee take early informal advice from DAC	Sub-committee to set up first meeting

	around approvals for replacement to save a protracted future process. **PV Battery Storage** Iain had circulated an email detailing potential savings from installing batteries for the PV panels. These were expected to be comparatively low at circa £640 per annum - more than a 20-year return on investment. It was agreed that looking into this further would be a matter for the sub-committee.	
9	**Churchyard** Nothing further to report	
10	**Finance** **Treasurer's Report** David had shared with members the Income and Expenditure report alongside a summary of Deposit and Endowment Funds. 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) David reported that the value of shares decreased by 3.99% although we are still receiving cash interest. It was reported that an additional £5K legacy just had been received and this will be added to heating fund. It was noted that the 'Donate here' on the home page of our website doesn't go through to a link. This needs rectifying. Adjustments are starting to be made in preparation for the final 2025 accounts. David was thanked for his work on accounts and for the clear layout/presentation of the summaries. The final accounts would be presented for approval by PCC at the next meeting in March. **Review optional fees for 2026** Members reviewed the optional fees and changes were agreed as below: Organist – Increase to £135 Choir – Increase to £135 Verger – Increase to £25 Videographer – Increase to £135 (plus doubling of organ and choir)	Nick/Olivia

11	**Administrator Pay Review** Members were advised that Sandie is paid national minimum wage and that such will increase to £12.71 per/hr from April to ensure we are compliant with the law. David will inform Nanny Matters (who manage payments). As a church we currently have an exemption from paying employer's NI contributions. Sarah agreed to draft a letter to Sandie.	Sarah
12	**Deanery Synod** Angela reported back to members on the November meeting which had majored on the findings of the Makin report. It was the intention for a Handbook to be developed for Safeguarding Officers to support their work. There was a talk from Andy Angel on sharing the gospel. Initial focus was on training LLMs and encouraging them in their spiritual growth. In response to the request to develop a Deanery Action Plan, PCC were asked for their views on 'What three words' might be best to represent the Deanery. Words shortlisted were: 'Inclusive', 'Outward-looking', 'Communicative', 'Supportive', 'Welcoming'. Angela will forward to the Deanery	Angela
13	**H&S Report** There was a significant injury to a bell ringer in the tower on 18th January. Members were pleased to hear that the ringer was recovering well. A H&S form was completed on the day by one of the bellringing team. There are no direct actions for us as PCC because of the incident *(although a subsequent request for a better stocked First Aid box has been received from bellringers)*	
14	**Market parking feedback, future craft market organization and coffee** Sarah Banes had provided members with an update via email. All agreed and were grateful to June Taylor for agreeing take on craft market organisation. A card of thanks will be sent to Mike. June is happy to draw up the table plan but it will fall to church to set up tables. This task may be something that could be shared amongst the community and a volunteer note would be placed in the Deddington News. Caroline confirmed that she is drawing up a rota for serving tea and coffee on market days. She will put a note in the news sheet to seek volunteers. It was agreed that the price should increase to £1.50 per drink. A float (say, 5 x £1) would be helpful moving forward. It was felt that the collection of 'rents' rota that Heather runs works well. Sarah has	Sarah Caroline

	purchased a receipt book for stallholders who request such. Sarah reported that the meeting held with the broader Farmers' Market committee had been positive with a sense of collective spirit to address matters. Ultimately, however, all acknowledge that as there are no parking restrictions; we can only appeal to peoples' common sense. It was agreed that as a PCC we need to obtain a greater understanding of documentation currently in place – particularly around risk assessments and Health & Safety. This should be discussed at a future meeting.	
15	**AOB** <u>Hassocks (kneelers)</u> Nick confirmed that no faculty was required although he will submit a List A notification. Once notification has been agreed, Nick will contact those who were helping previously with hassocks to agree a way to advertise /distribute. <u>Events</u> Caroline reminded members of two fundraising events in 2026 21st June – Open Gardens (led by FODC but working alongside PCC) 21st November - Christmas Craft Fair – Caroline will require volunteers to support	Nick
16	**Future Meeting dates** The next PCC meeting will take place on 26th March at 7pm APCM date is **17th May** – straight after the morning service The meeting closed in prayer at 9.53pm	