

Parish of Deddington with Clifton and Hempton

Minutes of the PCC meeting held on **Thursday, 25th September**
Deddington Church

Present: Rev. Nick Fielden (Chair), Sarah Banes, David Clements, Olivia Fenion, Jane Maharry (also acting as Secretary)
For items 1-3 and PV Battery storage: Iain Gillespie

Item	Notes	Action
1	<p>Apologies Stan Nelson, Andrew Crawley, Janet Watts</p>	
2	<p>Opening prayer and welcome Nick opened the meeting in prayer</p>	
3	<p>Minutes of previous meeting – July and action log</p> <p>The minutes for the previous meeting were confirmed as a true record. Thanks were expressed to Sarah for covering the minutes.</p> <p>Action log/Matters arising</p> <p>See separate action log for items. Key updates other than those separately on the agenda were:</p> <ul style="list-style-type: none"> • Updating the generic risk assessments was put back to November meeting • Christmas meal - Alex Moss has agreed to prepare lunch on Christmas Day in church (rather than the delivery 'on wheels' service) and had volunteers to assist. If we agreed to this, someone from PCC would be required to check church/lock up at end of day. It was agreed to canvas demand via church newsletter (although noting that might not meet all who wish to attend). The aim would be to confirm approx. nos with Alex by end of October • Olivia to draft text for social media on Dog Mess. • Request for details from Nick, Jane and David for Parish noticeboard • Olivia to confirm safeguarding training action (Jane to re-send link – <i>complete</i>) 	<p>Stan – update generic risk assessment</p> <p>Sarah</p> <p>Olivia Olivia - Please take from PCC webpage: PCC - Deddington Church</p>
4	<p>Safeguarding</p> <p>Jane M reported that there had been a personal data breach on APCS (the site used to</p>	<p>Jane M – apply for use of 31:8</p>

	<p>obtain DBS checks). Even though we had no impact on the breach, as data controllers we were required to submit a report to the ICO under Diocesan guidance.</p> <p>In the short-term, Oxford Diocese have recommended that parishes use 31:8 as the interim provider of safeguarding checks. It was noted that three DBS checks are due on Squiggles and Wriggles leaders by November. All members agreed to this, and Jane M will complete the necessary forms.</p> <p>A discussion around data control, privacy notices and ICO registration ensued. It was felt that whilst we understood the position to be that we didn't require registration, the situation should be double-checked due to presence of cameras for recording services.</p> <p>Considering absences and volume of business, the safeguarding scenario was moved back to November meeting.</p>	Jane M to check position
5	<p>Hempton</p> <p>Quotes have been sought from both Alcocks and Everest for roofing works. The Alcocks quote is around £11,000. The Everest quote was awaited at the time of the report.</p> <p>The bat survey has been completed with no significant activity reported. The recommendation is to complete roofing works by the winter, however, given the need to raise funds and secure a faculty, this is unlikely.</p> <p>Fire extinguisher and electrical checks have been completed.</p> <p>There will be pumpkin trail on Halloween in the village - all welcome.</p>	
6	<p>Living Faith</p> <p>New white/gold low mass set</p> <p>Nick advised (and brought along!) the new low mass set (chasuble, stole, burse and veil) that had been purchased using an anonymous donation reserved specifically for this purpose. He requested that a matching cope be purchased for weddings, etc. as we don't currently have any cope. Again, the proposal is for this to be paid for via donation at a cost of £1,360. The majority voted in favour (one abstention).</p> <p>Family service feedback</p> <p>This continues to be positive. Nick has worked hard to keep service content to 45 mins. It was reported that Anne P is joining the ministry team for crafts which is good news.</p> <p>Updated hymnbook proposal</p> <p>Members considered the detailed proposal from James K regarding new hymnbooks. All agreed to support the purchase of <i>Hymns Ancient and Modern: for refreshing worship</i> (2013) noting that whilst this was substantial cost, it was necessary to bring the books in line for use in Family Services and to avoid the need for additional paper handouts during services. The contribution requested from PCC was £913 one-off payment plus £168 per annum CCLI licence. This takes advantage of a 30% discount for ordering by end of October.</p>	

	<p>It was felt that there could be a giving campaign around the new hymn books. Requests need to be sensitively handled, but some people may wish to ‘sponsor’ one of the new books for, say, a £10 donation. Nick also mentioned that we could request a grant from the Deddington Farmers’ Market -up to £150.</p> <p>Nick to confirm with James PCC agreement to proceed (<i>already actioned</i>) Nick to complete grant request for Farmers’ Market</p> <p>Squiggles and Wriggles</p> <p>Jane M provided an update on S&W. It was reported that there are now five members of the team, meaning that there are always two helpers in church. Given numbers of children attending – average 12 per week – this is necessary. Thanks were expressed to PCC for their ongoing support.</p> <p>There have, however, been a few concerns and Jane M reported that during one session, a visitor came into church unannounced to move tables and chairs. One of the tables fell just metres from a child. To limit this happening again, all PCC and members of the congregation are asked not to permit any maintenance/furniture moving during Thursday mornings as far as reasonably practicable. If this cannot be avoided, then Jane should be advised so she can inform the S&W team.</p> <p>As additional safeguarding measures, all leaders will now wear badges and visitors to the church be asked to make themselves known to a leader. This will include ‘regular’ members of our congregation.</p>	<p>Nick</p> <p>Jane M to place a note around decision in newsletter for broader awareness</p>
7	<p>General Fabric Report and Building Projects</p> <p>PV Battery Storage</p> <p>Iain G joined us for this item which was discussed as item 4 but is recorded here to keep building matters together.</p> <p>Following much work, it was reported that installation of the PV batteries is now possible with the new proposal meeting the stringent insurance requirements, including ventilation.</p> <p>The system will require a fire alarm point but that this can be added to the existing roof alarm. A personal mobile number will be required for alerts.</p> <p>Overall, the set-up is likely to be circa £1,000 more than donation (£10K).</p> <p>Iain reported that he had completed much of the work for a faculty and would make a submission.</p> <p>PCC noted the costs for the proposal and felt there needed to be more time to reflect on these. Iain/David would try and look at payback periods and bring information to the November meeting.</p> <p>General Buildings Projects update</p> <p>An updated spreadsheet was shared with all. Caroline’s work on this was gratefully acknowledged.</p>	<p>Iain (David)</p>

	<p>It was noted that the Diocese are being extremely slow in responding to faculties and this was a frustration given everyone's efforts. PCC were informed that the Diocesan Secretary had provided reassurance in the weekly newsletter that the DAC team were working through items but were very busy.</p> <p>It was noted that no substantial work yet had taken place to look at a new heating system or for the ventilation /welt joint on roof.</p> <p>PCC noted the 2022 Quinquennial report. It was agreed that there was no time at the meeting to go through all the items and review whether these had been actioned. A sub-group would therefore meet (Stan, Iain, Caroline, Jane, David) and then report to a future meeting.</p>	Jane M to set up meeting
8	<p>Churchyard</p> <p>David reminded the meeting that Andy Bird had requested a project for expenditure in lieu of payment for works to the dry-stone wall. Sub-group above were asked to consider as part of Quinquennial report review.</p>	
9	<p>Finance - Treasurers Report</p> <p><u>Monthly Accounts</u></p> <p>David shared the latest accounts. He is working on organizing so it is easier to track individual lines/monitor costs. He also shared information on our various restricted funds. The amount of unrestricted funding currently is £13,085.</p> <p>David proposes that he starts to develop some budgets for 2026 - to be reviewed by a sub-group in advance of the next meeting.</p> <p>Parish Share</p> <p>Nick reminded members that there had been no increase in Parish Share for 5 years following Covid. The Deanery has recently undertaken detailed work on future contributions; the calculations of which were shared with PCC.</p> <p>The headline is that our increase will be 3%. This is apportioned 80% Deddington and 20% Barford. It is felt that these proportions may need to be reviewed at some point in the future as our electoral roll has decreased significantly from the time the apportionments came into being. However, now is not a good time for discussion given the efforts of the Barford community to find significant funding for buildings.</p> <p>The increase to Deddington based on 80% figures will be £1,543. This will need to be accounted for in the 2026 budget.</p>	David to advise when ready for review
11	<p>Deanery Synod</p> <p>The focus was Parish Share (see above)</p>	
12	<p>H&S Report</p> <p>No substantive matters to report.</p>	
15	<p>AOB and close</p>	

Nick shared the outline Christmas services for the Benefice.

At Barford PCC the night prior, there had been upset around the proposal to hold the Crib Service in Deddington alone. Members at Barford had been reminded that this was as per previous agreements on alternating both Crib and Christingle services.

Given the strength of feeling, however, Nick agreed to add a Crib Service at St Michaels, and it was noted that there would be two services at the same time. Some families would need to make a choice where to attend and this felt unfortunate given the growing strong links between our churches. Nevertheless, it was understood that this was the only solution this year.

Next meeting

The next PCC meeting will take place on **Thursday 13th November** at 7pm in a pub venue tbc

The meeting closed at 9.32pm with The Grace.