

St Andrew's Church
PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 21 September 2025.

Present: Rev. Dr. Steve Griffiths, Paul Edwards, Cherie Embleton, Dinos Kousoulou, Ruth Mackay, Richard Bunce, Lowri Banfield, Louise Sear, Stephen Driver, Katie Chapman, Geraldine Clark and Roger Ayrton.

1. Opening Prayer

1.1. The Rev. Dr. Steve Griffiths opened the meeting with a prayer for the passing of Phillip Lord and we prayed for his wife Eve.

2. Apologies, Welcome and Declaration of Interest. Apologies for absence had been received from Mark Thebridge, Olive Cope and Dorothy Kousoulou.

The meeting was reminded that if there was any item on the agenda that would result in a benefit to any member of the PCC or someone to whom they were related, then a declaration needed to be made and that person should excuse themselves for any discussion of that item.

3. Minutes of the meeting held on 1st July 2025 (Part 1)

The minutes of the last meeting were approved by those members who were in attendance with an amendment to Cherie's name. The minutes will be signed by Rev Steve Griffiths at a later time.

Matters Arising. Rev Dr Steve Griffiths reported that the Governors of the new Federation met for the first time last week and the Federation is to be known as The Saints.

4. Minutes of the meeting held on 1st July 2025 (Part 2)

The minutes of the last meeting were approved by those members who were in attendance with an amendment to para 3 to read LLM not LLP and will be signed by Rev Steve Griffiths at a later time.

There were no matters arising.

5. Safeguarding Report. Paul Edwards reported that there had been no safeguarding concerns raised since the last meeting.

- Training. We noted that the Domestic Abuse training was no longer mandatory, however, people will be encouraged to do this as good practice. One member of the PCC has still to complete the training.
- Church Activities. The list of Church Activity was considered by the PCC to be Breakout, Discipleship Group, Fellowship Group, Pastoral Visiting Group, TFG, Choir, Bell Ringers, and the Church Opening Volunteers. Paul Edwards will now be working on a Safeguarding Actin Plan that will be considered by the PCC at the next meeting.

It was proposed by Geraldine Clark and seconded by Lowri Banfield that the proposed list of Church Activity be formally adopted by the PCC. This was carried unanimously by the PCC.

Rev. Dr Steve Griffiths raised the issue of First Aid and Fire Precautions for the Church, it was felt that as a minimum greater awareness of these two subjects was needed. It was highlighted that there was a crossover with Health and Safety which should be kept

separate. It was agreed to set up a time limited group to look at these areas and make a recommendation to the PCC.

Action: Any PCC member who would wish to be involved should notify Rev. Dr. Steve Griffiths.

6. Finance Report. Stephen Driver presented the finance report to the PCC. The cashflow was as anticipated for this time of year. Richard Bunce raised the issue of Fees as they appeared to be understated. The income was most likely misposted and this would be corrected.
Stephen brought the meetings attention to the fact that a number regular givers had for one reason or another ceased to contribute. This will potentially have a serious impact on next year's donations and Stephen recommended that a Stewardship Appeal should be launched.
It was agreed that a small working group should be set up to organise this in the context of spiritual giving and discipleship.
Action: Any PCC member who would wish to be involved should notify Rev. Dr. Steve Griffiths.
Reserves: Stephen had reviewed the current level of Reserves set aside to cover any unforeseen changes to the PCC's finances. He recommended that the current Reserve figure of £30,000 be increased to between £40 and £45,000. It was noted that the PCC had £47,000 in stocks and shares invested via the Dioceses, and was relatively easy to access.
The PCC Agreed that the level of Reserves be reviewed annually at the time of setting the Budget for the following year.

7. Fabric Report. Dinos Kousoulou presented the fabric report.
Bell Tower. The meeting noted the progress made in commissioning the works to the Bell Tower with 5 companies having been invited to tender for the work. The Architects have set a date for tender submissions of the 6th October, with a proposed start date of mid-November. Dinos felt that it would not be practical for all the PCC to be involved in the tender evaluation and the selection of a contractor, as these decisions needed to be made before the next scheduled PCC meeting and also the PCC was too large a group. He recommended that these decisions be delegated to the Standing Committee with the assistance of the Architects.
It was proposed by Richard Bunce and seconded by Ruth Mackay that the Standing Committee be delegated with the tender evaluation and contractor selection for the planned works to the Bell tower.
This was carried unanimously

The Haven. The meeting considered how to best preserve the Haven which had recently been occupied by a squatter. The building is very historic and is currently unused, due to ongoing damp issued. It was agreed that members of the PCC should view the Haven and a further discussion should take place at the next meeting regarding the future use of the building.

Action: all to note

8. Standing Committee Report. No decisions had been made since the last meeting.
9. Accountants Office update. Rev Dr Steve Griffiths outlined the progress made in reallocating the lease from Standard Life to the Kedleston School. Unfortunately, progress was being delayed by Standard Life but it was hoped that the lease would be reassigned shortly. Dinos Kousoulou thanked Rev Dr Steve Griffiths for his patience and

determination in trying to get this matter resolved which has resulted in numerous emails over the last 2 months.

10. Vicar's Report. Rev Steve Griffiths outlined the developments since the last meeting. Cherie and Kate have commenced their duties as Parish Assistants with Cherie having been accepted for her LLM training and Kate has started her Ordination Training. In addition, Jo Griffiths has started her 3-year Course to become a LLM. The reintroduction of the Pew sheets has been well received and will continue to be produced.

The meeting was closed in Prayer.

Dinos Kousoulou Secretary.

Date of the next meeting 16th December.