

## Minutes of St Sampson's PCC meeting held 13<sup>th</sup> November 2025 7.30pm at the Vicarage

**Present:** Debbie Dewes (Chair), Ruth Derham, Paul Barnes, Dale Ford, Reanne Masters, Sharon Glead, Jo Valpy (minutes)

**Apologies:** Adina Grace, Matt Smith

1. Debbie welcomed everyone and began with a reflection on the helplessness of love and of being loved in our relationship with God. We read words from Psalm 42

### 2. Approval of minutes

The minutes from meeting on 4<sup>th</sup> September 2025 were agreed as a true record and approved by all.

### 3. Email votes

On 22<sup>nd</sup> October 2025 the PCC voted via email on the following proposal from Debbie:  
This PCC agrees to move out to the church building into St Sampon's School for the Sunday 10am service until March 29<sup>th</sup> (when the clocks change) or sooner if the church heating solutions are in place. Approved by all.

### 4. Matters Arising

Following the lengthy wedding in August, Debbie will gather with church wardens, vergers and clergy and prepare a wedding policy. This could also become relevant for future non-church events held in the building.

The old boiler has now been removed. Good news as we progress towards heating in church once again!

### 5. Notification of AOB

None

### 6. Finance

Finance report from Adina:

#### PCC FINANCE REPORT 13th NOVEMBER 2025

Main Account        £10,341

Restricted Account   £19,053

Fabric Fund	£893
Children's Charity	£776
Organ	£3,155
USPG	£1,506
Refurbishment	£15,071
One Hundred Club	£1,077
Hymn Books	£300
Vicar's Discretionary Fund	£52
Altar Frontal	£1,000
Heating	-£5,460

As of 12th November 2025

### **General Purposes Account**

1. We are meeting all our financial obligations and have a small surplus but this may not be sufficient to provide heat for the Christmas services.
2. We have renewed our insurance through Trinitas, the intention was to switch to monthly payments, which is free, which would have left us with additional finances to help the winter pressures however, the system was not functioning and we had to pay a lump sum of £3,760. This is a £71 increase on last year.
3. I have been unsuccessful in identifying a bank that does not charge for banking services. I was hopeful for Metrobank which was free but has now also started charging. I will continue to look.
4. We have received Diocesan request for the Parish Share for 2026 for £39,487 an increase of £751. **Approval required**
5. We have received £200 from the wedding on 4<sup>th</sup> October, I have written and thanked the family, and £260 from a funeral. Shirley wrote and thanked the family. A decision on whether this should go into the general purposes account or towards the heating is required from the PCC. **Decision needed**
6. The night storage heaters were switched on in October but for reduced time, hopefully that and the new tariff will reduce the cost of electricity. October's bill was £326.
7. The Harvest service and lunch raised £305 split between E3 and Compassion UK, as well as produce and toiletries for Foodbank and the Filling Station.
8. The Children's Charity monies are no longer sufficient to meet the cost of our share of the North Wilts Mission Area (£738) and this is now being funded from general funds.
9. Attached is the draft budget for 2026. I cannot predict heating costs until the water boilers have been installed and are in use.
10. In the summer a car crashed through Heberden House fence and into the church wall. Cricklade Town Council dealt with the insurance company. The insurance company have been in touch with the Town Council asking if a faculty had been obtained and whether wall is listed. The DAC has been approached the wall is not listed a List B6(2) application is technically necessary Chris Barnes is willing to contact the insurance company directly and potentially process the permission and it is approved by the PCC. This will need to be retrospective as the wall has already been repaired. **Decision required**

### **Restricted Account**

11. No outstanding invoices to pay.
12. Sadly, the Autumn Fayre did not raise as much as the fete has done in the past. However, the Old Stables concert raised just under £1,000 and the Kavali evening £500.
13. The cost of installing the night storage heaters has not been met by donations and will need to be met from our fund-raising events, but not from any of the grants which would be contrary to the grant conditions.
14. VAT on three phase and associated electrical work to be reclaimed once installation is complete.
15. We received agreement from the boiler hardship grant for switching from air source heat pumps until later in the project to the hot water boilers. It has been indicated that this should be successful however for £33,759 less than previously indicated as it is based on the cost of the project which is lower than the ASHPs.
16. The agreements for the two landfill grants for £25,000 have signed.
17. Barry has chased SSEN re three phase. There has been an issue with the Wayleave from Green Square, who charged £250 for the privilege of looking at it. Following our

presentation in church Nick Dye was able to provide us with a contact in the company and a Teams meeting was held 3<sup>rd</sup> November with Barry, Nick, Green Square, SSEN and the SSEN contractor, the Wayleave has now been signed. SSEN have agreed to expedite this asap and I'm hoping that by this meeting Barry will have a date for work to start. Our grateful thanks to Barry and Nick for resolving the matter.

18. The water boilers cannot be installed until the old boiler is removed together with the asbestos. We received permission from the diocese to remove the old boiler and asbestos. We are using a company from Cardiff, cost £10,500 + VAT best quote and recommended by the diocese. we have used for several years. I acted independently and signed the contract and work started 3<sup>rd</sup> November and hopefully will be finished this week. We have sufficient funds to meet the cost of this as well as the other commitments for the hot water boilers but as we cannot claim all of the grants until the work is completed, we may require loans to tide us over.
19. The old oil tank has approximately 1,000 litres of oil in it. We approached the diocese and permission to dispose of this in an environmentally friendly way subject to PCC approval. A local farmer is willing to take the oil and remove the tank free of charge. If we were not to accept the offer, we would have to pay for this to be done by a company at a cost £1,000 or more. Approval required from the PCC. **Decision needed**
20. VAT on all works should be reclaimable up to the value of £25,000 under the listed Places of Worship grant scheme.

Adina Grace 12<sup>th</sup> November 2025

The PCC discussed and voted on:

Item 4 -

The PCC agree to the Parish Share request of £39,487, proposed by Adina Grace, seconded by Jo Valpy. All in favour. Jo to respond to James Morrey at the Diocese. **Action - JV**

Item 5 –

The PCC agree to both donations being put into the church heating fund, proposed by Debbie Dewes, seconded by Jo Valpy. All in favour.

Item 10 – The PCC agree to ask Chris Barnes to deal with the insurance company about the church wall repairs, proposed by Debbie Dewes, seconded by Jo Valpy. All in favour.

Item 19 – The PCC will approach Norman Ford to undertake removal of the old oil tank before Christmas. Proposed by Debbie Dewes, seconded by Jo Valpy, 5 in favour, 1 abstention.

Approved. Our grateful thanks for Norman.

The contactless giving machine has been installed and is working well. Since installation on 21<sup>st</sup> September it has taken over £300 in donations. Ruth is monitoring donations overall, including the hole in the wall and votive candles and especially to see how it changes with tourist season over. Our grateful thanks to Ruth and Ian for planning and installing all of this. **Action - RD**

## **7. Noticeboards and signs at church**

Following a recent meeting led by our curate Sharon, Ruth and Adina circulated a proposal with lots of ideas for new and vibrant signs around church and re-organisation of the noticeboards. Many ideas have come from St Andrews Corbridge, a church previously visited by Adina, where they have appealing signs that provide prayers and reflections as well as information. The PCC discussed the proposal and were very much in favour of the style, aims and likely impact on visitors. It would also work well with our new church branding and logo and be a way of sharing who we are as a worshipping Christian community and what we do mid-week as well as

services/events info. Debbie suggested that we talk informally with the rest of the congregation and share ideas and plans. The Ministry Team will also consider some of the wording around our aims as a church. It could include a treasure hunt for children and tie into the Athelstan Pilgrim Way. PCC to discuss again in February and, all being well, would hope to have it in place by Easter.

#### **8. Fabric/Building/Refurbishment**

The old boiler has been removed.

Some plaster fell down and water seeped in. This is in hand.

#### **9. Third Sunday**

Following discussion at the last PCC, all were in favour of the 10am service on the third Sunday of the month having a more informal feel. Clergy won't robe and we will have more songs with piano/music group. Debbie has spoken about it both formally and informally to the congregation and invited opinion and, overall, it is being welcomed. Debbie will prepare a message about it for the news email and we will trial it for 6 months, starting on the third Sunday in December (in school). **Action - DD**

#### **10. Communion Assistants**

Further discussion about who might have this role. PCC to think and consider again in February.

#### **11. Youth and Children**

NWMA Youth continues meeting for F4 youth group on Sunday evenings in Malmesbury and there is a vibrant core group. Jo is unable to help at the moment. St Sampson's continues to provide financial support for this important work. Jessy is welcomed into schools and runs Christian Unions in two secondary schools.

Messy Church continues in Ashton Keynes and children's activities run during the 1<sup>st</sup> Sunday 10am service at St Sampson's. No S Club in the Jenner Hall at present. Would be good to check that both of these are well advertised in the weekly email. **Action - JV**

#### **12. Safeguarding**

At Better Together in October we discussed the current action plan linked to the Parish Dashboard. No further updates.

#### **13. School**

Nothing to report.

#### **14. Jenner Hall**

Paul has written to the Diocese to ask for a copy of the Albermarle agreement. This was written years ago and is an agreement between the Trustees of the Hall and Bristol Diocese about the terms of use.

There have been recent repairs to the external stonework of the hall. This is now complete and looks very smart. The old fire escape from the north hall has been removed.

#### **15. Deanery Synod**

Debbie continues as Associate Area Dean. There is a meeting later this month. The Athelstan Pilgrim Way is going well and has been promoted widely and well.

**16. Just One Thing**

Discussed and reviewed at October's Better Together meeting. Nothing further.

**17. Correspondence**

None

**18. Next meeting dates –** Better Together 24<sup>th</sup> January 2026, 9.30am Jenner Hall  
St Sampson's PCC 12<sup>th</sup> February 2026, 7.30pm Vicarage

**provisional change of date for April's PCC - St Sampson's PCC 14<sup>th</sup> April 2026, 7.30pm Vicarage**