

MUCH WENLOCK WITH BOURTON PCC

MINUTES OF MEETING

Thursday 19th March 2026, 7.00 pm



in Holy Trinity Much Wenlock

PRESENT:

Revd Preb Matthew Stafford (RevDM)
 Mrs Francine Coulson-Joy (FCJ)
 Mrs Ann Craig (AC) (Bourton)
 Mrs Susan Crooke-Williams (SCW)
 Mrs Gill Davis (GD)

Mrs Alison Dixon (AD)
 Mrs Sue Gilling (SGi)
 Mrs Sally Grant (SG)
 Mr Mark Laws (ML) – Vice Chair
 Mr Andrew Ramsay (AR)

APOLOGIES:

Mrs Carallyn Benbow (CB)
 Revd Lisa Harper (RevDL)
 Revd Sam Rigby (RevDS)

ITEM	ACTION BY
The meeting was opened in prayer by RevdM, remembering St. Joseph. 1. Apologies – received as noted above. 2. Approval of minutes The minutes of the meeting held on 29th January were approved as a true and accurate record of the meeting – proposed by SCW seconded by ML, unanimously agreed and duly signed by the Chair. 3. Matters arising from the previous minutes - Window cleaning – GD's contact was not able to assist. RevdM will speak to Dr Andrew Coleman, churchwarden at Hughley, who has knowledge and experience of delicate window cleaning. - Memorial Book – the churchwardens had a meeting with the calligrapher and some members of the congregation from Much Wenlock and Bourton. It is proposed to update the names that have not been entered in the current book since 2018 into a new book, which will be used going forward. The cost is c. £2,000. A number of people have offered to contribute towards it so it is anticipated it will be self-funding. A voluntary donation of minimum £20 will be requested for entries. The proposal to proceed accordingly was made by FCJ, seconded by SCW and unanimously approved. 4. Holy Trinity Bourton - ML has applied to the Council for the trees to be attended to and the application notice is displayed on the lychgate. - A letter was sent after the previous PCC meeting to landowners Carter Jonas regarding preventing driving down the footpath and a reply is awaited. No further cars have been seen on the path since the snow cleared. - The next Sunday morning service will be held at Bourton on 22nd March. 5. Diocesan Year of Celebration - The Bishop had called a meeting of clergy and emphasised how the Diocese will have to approach ministry and mission in a different way going forward. The Diocese is down £14,000 this year in income and the number of clergy in the Diocese has dropped in recent years from 201 to the current 58.	REVDM

6. Team Vicar Children and Youth Update

The Thursday Drop in is continuing successfully. RevdL is exploring new ideas for the summer months. RevdS is making significant progress with Cressage and Brockton primary schools.

7. Church Walk

The land registry has quoted a fee of £1,300 including VAT and fees for registration of the churchyard and a right of way across Church Walk. It is hoped the Wenlock Estate will contribute up to 50%. Registration was proposed by ML, seconded by SCW and unanimously approved up to a cost of £1,500 including VAT, including the right of way over the Church Walk pebbles. It will be done as two separate registrations as the right of way may take longer.

8. Sabbatical Arrangements

RevdM had distributed an information pack with information covering his sabbatical from May to August. ML will chair the PCC meetings during his absence.

9. Wenlock Herald

Eirwen Kinna is standing down as editor of the Wenlock Herald in October. There will be a formal announcement in the next edition of the Herald. A job description has been put together with defined roles for the editor and assisting roles. (e.g. type setter, advertising coordinator). We pray for a positive response. Sarah Whitelock, Diocesan Communications Officer, is being consulted for assistance on best practice, etc.

10. APCM and Annual Report

The Annual Report and APCM Agenda draft document had been circulated and was approved with minor adjustments. AD will prepare the final version and arrange for it to be displayed on the church website, along with RevdM's presentation slides and blank forms for the various roles due for election at the APCM.

11. Finance**a. 2025 Accounts**

The auditor has signed off the Accounts. These were unanimously approved by the PCC and will be submitted to the Diocese and the Charity Commission by the Treasurer.

AR

b. February 2026 Accounts

The new printer has been successfully installed in the Brookes Room.

The church heating will be switched off as usual at the end of March. The new sensors are in place and heating of the choir vestry needs further consideration.

There is some requirement for repairs to the lead roof, which are being further investigated.

Income from advertisers in the Herald is covering annual costs. A number of payments from advertisers remain outstanding and overall there should be a profit for the year.

Church income and expenditure are overall approximately on budget.

12. Fabric

- a. Modification and re-ordering of pews in the North Aisle and update on the removal of pew doors: it was proposed to invite Stephen Challenger (DAC) to come to discuss the pew doors. SCW and FCJ will arrange. The Green Agenda will also be included in the discussion, with the aim of putting together a programme of works.
- b. Church boundaries and access – see point 7.
- c. Trees, churchyard, area of contemplation – no further update
- d. Quinquennial
Work on the church tower: An application for closure of Wilmore Street to deal with fallen stone off the tower has been made to Shropshire Council Highways. Their fee for an emergency application is £1,430. The cost for traffic management is £410+VAT. WallWalkers have agreed to keep their cost as quoted last year at £2,610+VAT. The total cost is therefore £5,054 including VAT. It was agreed the work needs to be done.
- e. Heating/Green agenda: will be discussed during the proposed visit of Stephen Chandler (DAC).

SCW/FCJ

Prayer board: Information on the proposal for a new Prayer board had been circulated. It was felt the initial drawings for the cabinet may be too big for the space. Feedback was requested to RevdM who will then invite the cabinet maker to discuss further. The proposal will have to go to DAC for approval.

13. Parish safeguarding

Stricter rules are coming into force for Safeguarding, including DBS checks for people leading all kinds of groups within the church organisation. The Action Plan for Holy Trinity Church is being reviewed and SGi will submit this for agreement during April. We will be audited at some point.

SGi

This week we have been registered with 31:Eight and are able to start the DBS checks through this system. RevdM, RevdL and SGi are able to administer these. SGi will advise if DBS checks are due for renewal and will be contacting group leaders and arranging for the necessary people to do their checks. Those who have recently completed their safeguarding training, please advise SGi. There is also now Domestic Abuse training available online.

SGi

Any other business

- There was discussion on access to the bell tower and noted that funding is now available from the Diocese. This will be raised with the DAC during his visit.

SCW/FCJ

14. Dates of next meetings:

Sunday 12th April, 9.30 am – APCM

Thursday 21st May, 7 pm – with termly update from Director of Music

Thursday 16th July, 7 pm

Thursday 17th September, 7 pm – with termly update from Director of Music

Thursday 12th November, 7 pm

The meeting closed at 8.40 pm in prayer.

Signature:

Date: