

MUCH WENLOCK WITH BOURTON PCC

MINUTES OF MEETING

Thursday 16th July 2026, 7.00 pm



in Holy Trinity Much Wenlock

PRESENT:

Mrs Caralyn Benbow (CB)

Mrs Francine Coulson-Joy (FCJ)

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)

Mrs Jan Ratcliffe (JR)

Revd Sam Rigby (SR)

APOLOGIES:

Ms Rebecca Anderson (RA)

Mrs Ann Craig (AC) (Bourton)

Revd Lisa Harper (LH)

Revd Preb Matthew Stafford (RevdM)

ITEM	ACTION BY
The meeting was opened in prayer by SR and was chaired by the Vice-Chair in RevdM's absence on sabbatical. Apologies – received as noted above. Approval of minutes The minutes of the meeting held on 21st May were approved as a true and accurate record of the meeting – proposed by GD seconded by SG and unanimously agreed and duly signed by the Vice-Chair. Matters arising from the previous minutes - AC has asked Mary Phillips to contact LH about the request by a local widow for a bench in Bourton churchyard. - Window cleaning – GD advised that a donation has been offered towards cleaning the windows following the quote received of c. £2,000. However, It was proposed to defer the window cleaning until work on the tower is done – proposed FCJ, seconded SCW and agreed. - Funding for the next WOOFYT – SR requested further information to take to the other parishes. AD to request from Brendon Quinn and pass on to SR. Holy Trinity Bourton Two quotes had been received for repairing damage to a window at Bourton church. It was recommended to accept the quote of £3,480 from The Art of Glass who have previously done work on Holy Trinity Much Wenlock. Proposed by FCJ, seconded by AR and agreed subject to approval by the insurance company. AR will contact the insurance company to make a claim and then get in touch with The Art of Glass to confirm acceptance of their offer and follow up. CB advised that part of the wall by the pedestrian gate towards Bourton Manor has collapsed onto a gravestone. We need to establish whether Bourton church is responsible for the repair. Ivy from Bourton Manor will also require clearing from the wall. ML advised we need to look at the title plan to see what rights we have to go onto their land to do repair work. It was recommended to have a meeting with the Bourton Manor owners to discuss. ML/CB will follow up to see what is required and then arrange to meet the owners to discuss. General clearing up requirements will also be reviewed after the summer.	AD/SR AR ML/CB ML JR/SR

5. Diocesan Year of Celebration Regarding the Pilgrimage Trail, JR advised that the rules allowed for a 1.2 m² notice to be attached to the lychgate rather than having to seek approval for a freestanding board. JR will send further information to SR to pass on to Andrew Coleman who is leading on the project. A communication has been received from the Diocese asking for notification of anyone wishing to be confirmed. SR will discuss with RevdM to follow up on his return. Arrangements for Gift Aid and the Bishop's visit in October will be discussed with RevdM on his return. 6. Team Vicar Children and Youth Update SR and LH have led a 'It's Your Move' session with Year 6 pupils at Cressage Primary School, talking through a diocesan booklet about moving on to secondary school. SR also led a session today at Bourton Primary. Cressage School has held another enjoyable service at Cound church. 37 students attended the last Youth Drop In of the term held outside today and are keen to come back in September. Leaflets have been handed out at Bourton Primary by an enthusiastic pupil. Donations have been received at church specifically for the Youth Drop In totalling about £400. It was agreed any such monies will be sent to Anne Belshaw to go into the Team account which covers team expenses - proposed by SCW, seconded by FCJ and unanimously agreed. It was brought to the PCC's attention that a fridge has been on loan from SR for the Youth Drop In but a larger one is required. The purchase of a permanent fridge/freezer was proposed for next term to stay in church. This will be discussed further with the church wardens as to where it would be housed. It was noted that any equipment should be PAT tested to comply with insurance. An application will also be made to the Much Wenlock Ecclesiastical Charity for further cupboards for the Brookes Room. 7. Church Walk Access ML is still chasing up the solicitors regarding the Land Registry. No response has yet been received. 8. Finance June 2026 Accounts Provisional accounts to June had been circulated. Halfway through the year our income is virtually the same as last year. Expenditure is a little higher due to our increased Parish Promise to the Diocese and various maintenance and churchyard projects. June Parish Giving is yet to be received (c. £3,000). The Herald has been 36 pages. The joint August/September edition will have 40 pages due to more colour advertising content front and back which will cover the additional cost.	SR SR SR/FCJ/SCW SR ML SR
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Open Gardens was a huge success with hundreds of tickets sold. £1,215 was raised on church teas/coffees/cakes and plants. With our share of ticket takings, in total £3,462 was raised for church funds.

The church email system is still hosted by a member of the congregation and it was acknowledged again that we need to move to an independent system. The new Wenlock Herald Editor has also raised this as a concern. It is recognised that management needs to be taken inhouse and should be arranged quickly on RevdM's return.

It was raised and acknowledged that there is an obligation to have a Standing Committee elected by the PCC with a minimum of 5 members. ML proposed that the Finance Committee be formally reconstituted as the Standing Committee. It was agreed that AR, SG and ML be formally appointed onto the Standing Committee - proposed SCW, seconded by FCJ and unanimously agreed. It will also be attended by the churchwardens ex officio and members of the clergy.

9. Fabric

- a) The churchwardens hosted a visit by the DAC on 15 July. Notes were taken by one of their team and will be sent to us for circulation to the PCC. The priority was identified as the tower repairs, due to possible safety risks. They will also send information about changes to faculty applications. Certain things will not require a faculty and they will advise what we can do and how various projects can be approved, e.g. list B can be approved by the archdeacon. It was noted that the church bollards can be removed without a faculty/formal approval.

FCJ/SCW

JR

The roof strobe alarm has gone off three times recently. Tim Ratcliffe has offered to inspect the roof to see what the problem is. JR will arrange with TR to inspect.

ML/ALL

Mark Simmons is coming on 20 August to talk to us about fundraising ideas. A formal PCC will not be called but as many members as are available are encouraged to attend.

ML

- b) Church boundaries and access
ML following up

- c) Quinquennial jobs list
A working party will be arranged after the summer to do some general tidying jobs.

10. The Green Agenda

Information on Decarbonising Churches grants had been circulated prior to the meeting. The church's carbon emissions are 13 tonnes, which makes us eligible to apply for these grants. A grant for an Enhanced Energy Audit is available. GD requested permission to go ahead and apply for this grant. A resolution was proposed by GD seconded by ML and unanimously approved. Further grants are available, up to £15,000 for project development and up to 50% of project costs up to a maximum of £80,000 if the church is fully decarbonising.

The People's Emergency Briefing film will be shown in church on 23 July. Simon Ross has requested a second film viewing be offered on 24th September. In principle the PCC was in agreement to having a second film in church if there is sufficient demand. This can be discussed at the Standing Committee. It was suggested by SR that we see how the first viewing goes in terms of quality of projection, etc. before confirming a second one in church. SCW suggested we could announce there will be another

viewing on 24 September, venue to be confirmed.

SGI

SR advised that Simon Ross has been appointed as the Diocesan Environment Officer, a voluntary position. Simon attended the meeting yesterday with the DAC.

11. Parish safeguarding

SGi advised we are waiting for an update from the Diocese on Simon's Law which is coming into force in April 2027. She has raised it with the Diocese, who were unaware but are looking into it. The law relates to popular venues of entertainment hosting meetings over 200 people. SCW advised that churches are not currently on the list as being liable.

DBS checks are continuing as required.

ML proposed having a quarterly written report on safeguarding issues. SGi is putting together an updated safeguarding plan which will be circulated to the PCC.

Any other business

- a) May Fair church green booking request, 3rd May 2027 (SR)

A request has been received to hold the event next year. The Council has now approved it. SGi proposed accepting the booking, seconded by AR and agreed in principle by all.

- b) Lumos Candlelight Concerts enquiry (SR)

Shrewsbury Abbey has hosted events. We have been approached as a potential venue to host an event with a string trio. SR will enquire with Shrewsbury Abbey and Bridgnorth Mary Magdelene for an indication of how much to charge for the event. It was suggested to give a minimum price with a percentage of takings. SR will make further enquiries.

- c) Refreshments for Open Gardens and other events (SCW)

SCW reiterated that filter coffee is only for Sunday mornings in awareness of refreshment venues in the town.

- d) PCC teas/coffees 5th September

- e) Gift Aid Day is taking place on 19th September

SR

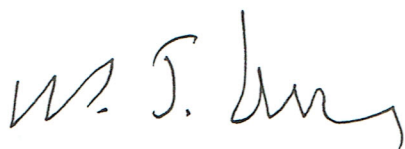
12. Dates of next meetings:

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

Thursday 12th November, 7 pm

The meeting closed at 8.50 pm in prayer.

Signature:



Date:

20/09/26.