St Andrew's Church, Sandon
PCC Meeting Minutes
Thursday 4th September 2025 at 7pm
in the St Andrew's Room

The Church of England in Essex and East London
Diocese of Chelmsford

1. Opening prayers were led by Judy Cecil.
2. Present: Alison Read, Janet Terry, Christine Mennie, Nick Bobeldijk, Colin Bryan, Lisa Wiseman, Richard Cecil, Judy Cecil
   Apologies for Absence: Cathie and Andy Horne.
   Not present Cedric Calmeyer or Alan Kalbfell from Parish Council.
3. Minutes of PCC Meeting of 24th July 2025 were proposed as a true record by Nick Bobeldijk, seconded by Christine Mennie and agreed by all.
4. Matters arising none.
5. Notification of any other business: Frosty Fayre, David Farrar to visit John Gruby Friday 5th September offering a lift to others – please contact David.
   Alison rang Denise Carter with no reply and will visit. (We have not seen Denise for a while).
6. Parish Council: Alan Kalbfell, Cedric Calmeyer. Not at meeting. No report.
7. Finance: Nick had sent his report. Giving is down. We hold about £18k restricted funds for tower repairs and Stevyns and Perry charity and have about £31k unrestricted plus some pots of money for Tiny Tots, Soup & Sandwich and Flower arrangers. **Action Nick to detail these different 'headings' for next PCC**.
   a. Banking Arrangements: Nick reported that he has had notification that our treasurer's account will change to a charity account and incur bank charges, eg £72.50 p.a. for about £9k cash paid in. Pay in/out cheques 50p each, Bacs payments 7p each. So about £100 p.a.
      Nick has looked at CAF internet bank. Cash paid in via another bank.
      Discussion around the change. Proposed by Nick Bobeldijk, seconded by Christine Mennie to open an account with CAF in parallel with our Lloyds account and transfer funds gradually. Seven agreed and one abstention.
      Action: Nick will start to open a CAF account
   b. Parish share for 2026 from Diocese: with 0.25 priest we expect to pay £29,746 p.a., much as expected, though considerably more than at present.

8. New priest shared with Boreham. See possible costs below

   a. Proposal to work with Boreham to share a 0.5 FTE priest between the 2 parishes. Proposed by Alison Read, seconded by Christine Mennie, seven for and one against. **Action: Judy to email Andy Griffiths**

   b. Appointment of two representatives to work with Boreham to put together an introduction and summary for a joint profile for the post of 0.5 priest. Christine suggested one person from PCC, one from congregation to share ownership of decision. Agreed we need to connect more with the congregation. Richard will add a link to the profile on the next weekly email and offer news/update in notices during services, referring to Andy Griffiths' notes of the Boreham/Sandon meeting. **Action: Richard**

   Proposal to email PCC for ideas before the joint meeting with Boreham and agreed representatives would be 2 of Nick Bobeldijk, Judy Cecil and Christine Mennie as available. **Action: Judy to email Andy Griffiths**

9. Five marks of Mission: Prayer letter. Propose we deliver the first batch on 8th September of 80 letters and further batches monthly afterwards to cover the parish, missing the wintry months of November, December, January and February. Proposed by Richard Cecil, seconded by Nick Bobeldijk and agreed by all. Judy will ask Claire for a schedule for the year. Claire will ensure prayers are included in the church prayer book for the appropriate Sunday. If forgotten at that point they will be included in notices. Agreed to include the road on weekly email.

   Prayer Diary is updated ready to go to print later in September. Agreed we will add Mark Pape, Carol Ball, Keith Anderson. **Action: Richard and Cathie**

   Richard showed a report about a repair shop in a church in Woodford.

10. Churchwardens report: Fabric report. Links to architect's tower drone survey are: Part 1 and Part 2 Richard says please use with care. His report is attached separately.

    Pax – Richard reports response from DAC with statement of need and statement of significance ready for next stage of process to move pax to V & A.

    Tower: top of tower is uncovered; lead cap is missing. So, plan to replace lead, repair tiles and apply Acrypol (acrylic and resin but porous) to lower render after it is repaired. Turret dome: rendered top needs repair and Acrypol coat. Propose we do this work now.

    Repointing several patches on tower and lightning conductor replacement together

with a new flagpole. These to be done later. Proposal from Richard Cecil – we agree to the first 2 repairs and we ask Chris Barker to prepare a specification for the other work. Seconded by Colin Bryan and all agreed. **Action: Richard contact C Barker**

The soil heap (of grave arisings) in the churchyard is huge. Richard proposes we hire a digger and spread soil over churchyard some time in 2026. For decision later.

Keith Anderson, priest has offered to repolish the chest of drawers in the vestry. Proposed by Richard Cecil seconded by Christine Mennie and agreed by all.

Action: Richard to ask Keith

Handbells – Mike Worboys has a grant agreed from Walter Farthing trust to refurbish the handbells. PCC is grateful. (PCC pay postage to Glasgow or arrange other delivery.) **Action: Richard to arrange delivery**

11. Autumn and Christmas Planning:

Harvest 28th September 10am and lunch, hopefully scouts will come to service.

Time to Remember 2nd November 4pm: Andy Griffiths

Remembrance 9th November 10am: hopefully scouts will come.

Advent Bible study Tues am/Wed evening (11/12 Nov till 16/17 Dec),

Agreed to use the Pilgrim Course: The Lord's prayer with booklet and videos.

(Need to ask David, Claire, Rosemary Taylor, Alison re Wednesday evenings).

Action: Judy ask them

a. Frosty Fayre 22nd November 12 – 3 pm

Carol Service 21st December 6.30pm, (to avoid Howe Green 4pm)

Beer and Carols 23rd December at 7pm at the Crown.

Crib service 24th December 4pm

Christmas Morning Communion 10am: Keith Anderson

12. Safeguarding Report: Adoption of safeguarding policies.

Five policies were prepared by Alison and sent out with agenda. Alison proposed we accept these policies, Judy Cecil seconded and all agreed. Hard copies to be printed and made available in church, also to go onto website. Agreed add 'available on website' to hard copies. **Action: Alison and Judy**

Activities and risk assessments need to be added next to the safeguarding dashboard, even though they are really a Health and Safety matter. Item for next agenda in October. Alison reported that these risk assessments were completed several years ago and can be updated by group leaders but that some oversight would be helpful. If there is no health and safety responsible person, maybe a small

team such as standing committee or churchwardens can take this on.

Action: Judy to add to October agenda

13. Review of Marriage Policy and Wedding Fees policy Proposed that Wedding fees policy becomes Wedding and Funeral fees policy and refer to these and statutory fees in the marriage policy. Both policies reviewed and agreed.

14. Standing Committee composition: Richard reported that the PCC treasurer used to a member of standing committee, but recently treasurer has not been a formal member of PCC. Now treasurer is on the PCC Richard Cecil proposed the treasurer joins standing committee and safeguarding officer remains as well. So, in future there will be minister, church wardens, treasurer, secretary and safeguarding officer. Seconded by Alison Read and agreed by all. Nick agreed.

15. Future PCC Meeting Dates in church
    Thursday 16th October at 7pm
    Thursday 27th November at 7pm

16. Any Other Business.
    Frosty Fayre group has met and planning is progressing. There will be publicity soon.

17. The meeting closed at 9.25pm with the Grace

2025 rates	Currently 0.5 STP + 1 House and SSM IC	0.5 STP + 1 House shared at Boreham and Sandon in SPU	2 HfD + 2 Houses
Boreham Sandon	49,902 21,355	30,666 29,732	33,845 32,828
Total	71,257	60,397	66,674