St Andrew's Church, Sandon
PCC Minutes
Thursday 7th May 2026 at 7 pm
in the St Andrew's Room

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

1. Opening prayers were led by Andy Horne.
2. Present: Alison Read, Janet Terry, Christine Mennie, Richard Cecil, Nick Bobeldijk, Andy Horne, Cathie Horne, Judy Cecil and Cedric Calmeyer from Parish Council.
   Apologies: Lisa Wiseman and Colin Bryan
3. Minutes of PCC Meeting of 26th March 2026 proposed by Janet Terry, seconded by Christine Mennie and all agreed.
4. Matters arising: none.
5. Notification of any other business: Funding for Music stands, Funding for Afternoon Tea, Eucharistic Ministers
6. Parish Council: Cedric Calmeyer reported no progress with dealing with Chelmsford Diocese re lease of land or possibly selling land at playing field. Not suitable for housing because of electricity wires overhead.
   Parish Council (PC) asks if it is possible to have a defibrillator on the church wall. PC would maintain it. (Only other in village is at the Sports Club, which has been used).
   Agreed we approach British Heart Foundation for more information (Judy). PC will write to PCC (Cedric). **ACTION Judy and Cedric**
7. Matters following APCM including Election of Officers: Chairman, Vice-Chair, Treasurer, Secretary.
   Christine Mennie proposed Richard Cecil as Chairman, seconded by Nick Bobeldijk and all agreed. Nick Bobeldijk proposed Andy Horne as Vice Chair, seconded by Christine Mennie all agreed. Cathie Horne proposed Nick Bobeldijk as Treasurer, seconded by Alison Read and all agreed. Christine Mennie proposed Judy Cecil as Secretary, seconded by Janet Terry and all agreed.
   Lisa Wiseman was co-opted to the PCC during 2025. As we did not include her in the APCM election, Richard Cecil proposed and Christine Mennie seconded we co-opt again and all agreed. We should include her in the 2027 APCM election to PCC.
8. Finance Report from Nick was noted.
9. Safeguarding Report from Alison:
   Annual review of Safeguarding Policy held over to next meeting. **ACTION Alison/Judy**
   Risk Assessments and PAPs for Choir, Bell Ringing and Flower Arranging have been received and decision to approve will be at next meeting when there has been time to study them. Also, a whole church risk assessment needed Alison and Richard will arrange to speak to Mike Worboys with a few suggested amendments. **ACTION Alison/Richard**
   Bells trainers: Mark from Little Baddow would like to use Sandon bells for some training. DBS and basic and foundation training OK. Also James, aged 17, would like to do some Association of Ringing Teachers, (ART) training. Smurf checked with EACR safeguarding. No DBS needed but always a parent present. OK to shadow experienced trainer if his parents agree the trainers as nominated guardians. Advice is James can do safeguarding training if he is happy to this with a parent present. PCC members are happy with these

arrangements.
Website protected area for data was suggested at last meeting to allow multiple people access. Richard to provide secure area. **ACTION Richard**

10. Churchwardens report:

    a. Mission: Richard and Andy note that morning prayer is out in the village near to prayer letter delivery areas. Regular churchyard chats with visitors, especially with tomb, crosses and manger in place.
    Rota and services: In June, July and August, on Sundays, we expect Revd Andrew Merchant 3 times, Revd Anna Jones once for communion and also for Tea on the Green, Bishop Adam and Archdeacon Jonathan once each. Revd Jonathan Holmes is happy to come again. Revd Carol Ball will lead communion on 1st and 3rd Tuesdays, Revd Keith Anderson is unwell and Revd Mark Pape will come once in June, once in July. Maybe consider agape meals on other Tuesdays or Morning prayer 1662 / Common Worship.
    There are 2 baptisms in future Sunday services on 17th May and 21st June.

    b. Fabric: Swift boxes have been installed and there is recorded sound of swifts each morning and evening from the tower.
    Pax remains in the safe as delivery to V and A did not happen. Other arrangements for travel to be explored. **ACTION Richard**
    Thanks expressed to Julie Fisher and Howard who have taken on mowing grass in the cremated remains area and around nearby graves.
    Tower works now completed by Andy Hilton. Original quote for £4500 + vat. Is now £6850 +vat, after some extra work. £150 for tarpaulin. Tiling repairs expected 30 to be replaced for £500. Cost asks additional £1700 which seems like extra 100 tiles used. Need more detail.
    £500 extra asked for render because ‘far worse than ‘foreseeable’’. Needs explaining.
    In original quote there was £500 contingency. Not mentioned.
    Proposed by Christine Mennie, seconded by Andy Horne and all agreed that Richard Cecil query the cost with Chris Barker in relation to the extras.
    Good quality of workmanship acknowledged. Possibly we can claim VAT. Nick will explore. 10% Chris Barker fee on top of cost of works. **ACTION Richard/Nick**
    Cremated Remains area: faculty application for change of plaque design is with the diocese. Repair/replace timber on existing area will need a faculty. Richard to ask Eric Wiseman for advice. **ACTION Richard**

11. Lent and Easter debrief: Stations of the Cross worked; Wilderness did not work on Sunday mornings and did not happen on Tuesdays for various reasons; Sunrise service with breakfast worked but small number attended.
    Do we want bible study and if so, then what? Pilgrim worked on Tuesdays. Maybe use again for 6 weeks then break then restart. **ACTION Churchwardens**
    The Chosen film was mentioned. St Andrew’s, Melbourne run it on Monday evenings with discussion afterwards. Ask Nikki Scarlioli when they will start rerun of films and whether we may join in. **ACTION Judy**
    Time to ask someone to lead Christmas 2026 and Easter 2027. **ACTION Churchwardens**

12. Harvest Sunday 4th October: Flower arrangers happy, Gillian Speakman and Gill Hodge happy to lead a group who will provide lunch on 4th after the service, at £12 each. PCC happy. Shoebox service not this year.

13. Fire and Health & Safety policies reviewed and minor amendments agreed. Churchwardens will arrange some training via notices on Sunday mornings and re-issue the sidesperson training sheet. First Aid was discussed as was counting those present early in the service.
Check food hygiene renewal dates. **ACTION Churchwardens**

14. Future PCC Meeting Dates

    a. Thursday 11th June at 7pm in church

    b. Thursday 23rd July at 7pm in church

15. Any Other Business
    Funding for 3 table top music stands for handbell ringers at cost £19.99 each + postage was proposed by Judy Cecil, seconded by Cathie Horne and all agreed. **ACTION Judy**
    Funding for Afternoon Tea of £25 to repay Christine was proposed by Judy Cecil, seconded by Alison Read and all agreed. **ACTION Christine/Nick**
    Eucharistic Ministers: we have 6 active eucharistic ministers. Agreed we don't need any more at present.

16. Closed with the Grace at 9.10pm.