St Andrew's Church, Sandon
PCC Minutes
Thursday 11th June 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 Alison Read

2. Present: Andy Horne, Christine Mennie, Lisa Wiseman, Richard Cecil, Alison Read, Judy Cecil, Nick Bobeldijk and Cedric Calmeyer from the Parish Council (PC).
Apologies: Janet Terry, Cathie Horne and Colin Bryan

3. Minutes of PCC Meeting of 7th May 2026: Andy Horne proposed, Alison Read seconded and all agreed.

4. Matters arising:
Website safe area carried over to next meeting. **ACTION Richard**
Music stands for handbell ringing are now being used and kept in the SAR

5. Notification of any other business: Archdeacon Jonathan, Greenwood Court, Church History

6. Parish Council: (Cedric Calmeyer)
Nothing further to report re planning applications. Chelmsford Local Plan is going forward for government approval.
The hedge between the church car park and Hall Lane footpath needs cutting.
Churchwardens to ask Ian Jefferies or/and ask the Sandon community for their help.
Advertise in the magazine, on the Parish Council website and Facebook page.
ACTION Richard
Defibrillator: Letter received from Ted, PC clerk. Churchwardens suggest use electricity supply at church gate. PC will replace battery when required. British Heart Foundation (BHF) will supply equipment. Need to determine cost of installation. Judy will contact BHF in July when funds are available. Cedric will speak to an electrician for advice. **ACTION Judy, Cedric**

7. Finance: Nick reported we are looking at a deficit of several thousand pounds at year end. We contributed £1165 for tower works, over the funds from the Friends. We have £13k restricted funds, £30k on deposit Thanks to Nick for dealing with finances.

8. Safeguarding: Alison has prepared an updated Safeguarding Policy which was agreed and signed by churchwardens and is displayed on the SAR wall.
Risk Assessments and PAPs: Choir documents agreed with minor changes, Flowers agreed. Richard and Alison met with Mike Worboys, Tower captain, and agreed slightly amended documents for bells. All for annual review in May/June 2027. To go on website. Alison and Judy keep copies electronically. Alison to write documents for Tiny Tots. Discussion around the need for a Health & Safety Whole church risk assessment update. Judy will find previous version.
Food Hygiene training: Alison Read trains at school, Claire Jefferies, Christine Mennie, Cathie Horne, Gill Haddington, Judy Cecil, Richard Cecil in date and renew October 26. Kate Williamson will complete training before the fete. We have 3 more paid for sessions available with Eversley. **ACTION October Judy, Alison**
Discussion re job descriptions (Dashboard).
Alison showed some new safeguarding information 'It's not just policy, it's personal' posters which will be displayed in the SAR.

Some of us attended annual Diocesan Thanksgiving service for those involved with safeguarding. Bishop Lynn's sermon is available on the Diocesan website. Thanks to Alison.

9. Churchwardens report:

   a. Mission: The Chosen at St Andrew's Melbourne, Richard and Judy went to St Andrew's, Melbourne and watched an episode of The Chosen and the following on screen discussion. Suggest we publicise it in weekly email. **ACTION Richard and Andy**
   Advent: Do we want, can we resource an Alpha Course?
   Maybe use a Pilgrim course? We have some books and videos are available.
   Discussion around when to run it. Lisa speak to Jennifer – Tuesday am or Wednesday evening, maybe partly on zoom. Richard will ask Ian Mansfield and Richard Simmonds.
   Harvest: support: agreed we support foodbank and publicise a 'wanted' list on Facebook, email and church notices. **ACTION Richard**

   b. Fabric: Tower – works completed well by Andy Hilton and paid for.
   Historic England grants are available https://historicengland.org.uk/advice/grants/what-we-fund/places-of-worship-renewal-fund/ for projects £10k or more.

   c. Bellringing teaching facility: Mike Worboys proposes hanging some dumb bells from the wall or a frame to make teaching simpler, utilising the organ loft space. After discussion we agreed that we should wait for the appointment of a minister before such a decision can be made. PCC have concerns about the West window, the commitment of the organ loft space and also funding. Richard to contact Mike. **ACTION Richard**
   Proposed by Andy Horne, seconded by Christine Mennie and all agreed.

   d. Pax: now at the V&A museum being assessed. Relevant documents in the safe.

   e. Cremated remains area: Richard spoke to Eric Wiseman about replacement or renewal of plaque rails with renewal of posts and Metposts. Estimates received for £1216 for refixing of existing rails on new posts, £1838 for new rails. (Still await news of faculty for cast plaques). Discussion and agreement to apply for faculty/list B with public notice of intention.
   Proposed by Andy Horne seconded by Richard Cecil to refix existing oak rails with new posts and Metposts at estimated cost of £1216. All agreed. We will need to request donations. **ACTION Richard**

10. Future PCC Meeting Dates

   a. Thursday 30th July at 7pm in church. Christine and Alison are away.

   b. Thursday 17th or 24th September at 7pm TBC

11. Any Other Business: Richard has a draft Church History to send out for comments
   Greenwood Court: Sandon church has visited for years with communion once per month and a chat. Agreed to invite St Mary's, Great Baddow to share with us.
   Archdeacon Jonathan meeting with churchwardens soon. Agreed they mention appointing 4th minister to Compass Group to support the 3 Jacqui's; requesting a share in a new appointment at St Mary's Great Baddow; seek Mission Opportunity grant for to help fund a full time appointment with Boreham (1/4) Sandon (1/4) and fund 1/2. All agreed.

12. Meeting closed with the Grace at 9:23 pm.