

St Mary the Virgin Church, Bletchingley

Minutes of PCC Meeting held on 9th October 2025 In Church House, Bletchingley

Present:

Fr. Paul Fitzpatrick (Chair)
 Vicki Gillespie (Churchwarden)
 Trevor Dawson (Churchwarden)
 Leanna Quevedo (PCC Secretary)
 April Alexander (Diocesan Synod Rep)
 Geoff Stone (Treasurer)
 Cyril Mighall (Verger)
 Jennifer Hyde (Deanery Synod Rep)
 Richard Fowler (Deanery Synod Rep)
 Valerie Muller
 Ian MacMillan
 Ann Pressey
 Clemmie Slick
 Kate Doody

The meeting was opened with a welcome and prayer led by Fr. Paul.

Apologies: Robin Idle, Chrissie Markham, Gill Black

<u>Conflicts of Interest</u> None	
<u>Minutes of PCC meeting held on 5th June 2025</u> The minutes of this meeting had been circulated in advance. They were signed as a record of this meeting	Fr. Paul
<u>Matters Arising</u> Safeguarding training was discussed and is everyone up to date with where they should be, if Louise has contacted you then it needs to be done.	LT Fr. Paul

• Fr Paul to show Kate Doody the workbook on safeguarding to see if it is suitable for Kate to do. • It was mentioned that Louise has been amazing throughout this process of the new system being implemented.	
<u>Correspondence</u> • Fr Paul received information on Christingle	
<u>Churchwardens Report</u> • The CW's Report has been received. • Fire risk assessment: ○ The assessment was straight forward. The PCC asked TD to review and finalise with some minor amendments. ○ Separate risk assessments are done for high-risk candlelit services and this needs to be expressed in the action plan on page 17. ○ The report was proposed by Trevor, seconded by Richard and carried by all signed by Fr Paul. ○ A fire drill is needed, and these are to be done yearly. ○ Logging the number of people attending a service is important. ○ Christingle is a fire risk concern, due to the number of people attending, though fire wardens and sand buckets will be dotted around. ○ PAT and electrical testing is being carried out. ○ Fire safety spot check will be carried out on the 27th of October. ○ Architect will need to see the fire safety report. • Health and Safety Policy ○ A new Health and Safety Policy was put forward, proposed by Trevor, seconded by Leanna and carried by all and signed by Fr Paul. ○ A first aid officer needs to be appointed, maybe two or three to cover services. Churchwardens to arrange. ○ Cyril has asked that the danger signs go back up in the churchyard.	TD/RF TD/VG TD TD TD/Surrey Fire and Rescue TD/LQ TD/VG TD/CM
<u>Deanery Synod Report</u> • PCC gives thanks to Bishop Sarah Mullally for becoming Archbishop of Canterbury.	Fr. Paul
<u>Treasurers Report</u>	

• The report was discussed, and it was decided to have a full Budget meeting to agree on the impacts of the budget for the remainder of 2025 and 2026. • Budget meeting to be held on 29th October 7.30pm in Church House.	
<u>Safeguarding</u> • The APS data breach has been reported to the Information Commissioner's Office (ICO) by Fr. Paul, and a copy is in the PCC file. • A Serious Incident Report was made in relation to the APS Data breach to the Charity Commission by Fr. Paul, it was submitted, and a copy is included in the PCC file. • 12 people were potentially affected by the data breach; they have been offered help with the company Experian and Fr Paul and Louise are supporting them. • Fr. Paul was approached by somebody in the village who was concerned about their neighbour. It transpired that the concern related to a potential financial abuse. Fr. Paul visited the potential victim, and it was decided to report this to the Diocesan Safeguarding Team (DST), the potential victim's GP and Surrey Council's Adult Services (SCAS). A detailed account was lodged by Fr. Paul with the DST. The matter has been left with in the hands of SCAS. The potential victim is pleased with the support Fr. Paul.	
<u>Substantive Matters</u> • The architect has undertaken the Quinquennial Inspection. • Additionally, the architect has reviewed the lighting, sound system, plaster repair, and internal painting. The scheme will involve significant funding, Fr. Paul estimated £145,000. An appeal will be launched to the village and applications to Heritage Lottery and other trusts. • There are early discussions with the diocese for a curate for the benefice or for a specific pioneering curate post focused on Conebury. Further details to follow. • Fr. Paul with the Churchwardens will keep a watching brief on this and report back.	
<u>Mission</u> • A grant from the Ecclesiastical Insurance (Via the Diocese) of £2,500 for mission work was received earlier in the year. Thus far we have incurred costs on: ○ The Light Party will be held on the 1st of November. This is a joint endeavour with Nutfield with the intention of attracting new families to our churches. Fr. Paul and Kate Doody have	

asked for help with organising on the night. £500 has been assigned to this mission activity. ○ A new course called Being With will start in January. This course is for people to come and have a conversation about church life, it was chosen over the Apla course as it's a bit more modern and suited to the area. Jennifer Hyde will staff this with one or two others. £2,000 has been assigned to this mission activity. Thus far, £1,200 has been spent on room hire in Church House • Fr Paul asked the PCC to pray for the new course.	
<u>Committees</u> • <u>Social Committee.</u> – No report. • <u>Youth Committee.</u> – The Bletchingley Exhibition Trust is planning on donating up to £2,000 to be used only for the children (Sunday Club and The Ark). • <u>Worship Committee.</u> – No report.	
<u>Any Other Business</u> • Patronal Festival: it was agreed that it will be on the nearest Sunday to the 8th September. This means it will be on 6th September 2026 • Harvest Festival: it was agreed that it will be on the second Sunday in October in the future. The next one falls on the 11th October 2026. • Social committee would like to recruit more members to help. • Rectorship: ○ Fr. Paul has been in discussion with Bishop Christopher and Bishop Rosemarie for his application for the post of Rector. ○ A lot is going on behind the scenes by the diocese to make this happen; we are hoping for an installation/collation during Lent 2026. As part of the process, Fr. Paul has to resign, be interviewed and be re-appointed. ○ The PCC expressed its unanimous support for Fr. Paul to apply for the role of Rector. ○ Speak to Vicky if you wish to be on the interview panel regarding the re-appointment of Fr Paul.	Fr. Paul Fr. Paul Fr. Paul /VM

• Confirmation: ○ A confirmation service will take place on the 7th of December 2025 at 5pm ○ Kate Doody requested a budget to get gifts for all those being confirmed. Fr. Paul suggested this was drawn from Ministry Resources. ○ There was talk of doing tea and cake after the service though nothing has been agreed yet. • Worship Event ○ Sunday 19th October 2025 Deanery Worship event taking place at St John in Hurst Green at 6 pm. Worship event taking place at St John in Hurst Green at 6 pm all were invited. • The Division: ○ The Churchwardens and Fr Paul have been working with John and Lisa Thurston on reaching a point of closure with the issues that had arisen during the period Fr. Paul describes as “The Division”. ○ Fr. Paul will produce a statement with background information to be presented to the PCC for discussion around Jan/Feb 2026.	
<u>Confirmation of Actions.</u> • Safeguarding and DBS processes are processing up to date • Fire Risk Assessment to be finalised with associated actions • Patronal and Harvest dates agreed • Bibles for candidates for confirmation will be funded from Ministry Resources in our budget. • <u>Dates of next meetings.</u> Budget Wednesday 29th October 2025 PCC Wednesday 10th December 2025 PCC Wednesday 11th February 2026 PCC Thursday 16th April 2026 APCM Sunday 26th April 2026	Fr. Paul and LT TD/VG/Fr. Paul
The meeting finished with prayer at 9.30pm Approved at PCC meeting held on 29th October 2025 Signed.	

Rev'd Captain Paul Fitzpatrick, Interim Priest-In-Charge	
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