

St Leonard's church and Parish, Hythe

PCC Meeting Minutes

Date: 23 September 2025

Time: 7.30pm

At: 101 High Street

Present: Revd Michael Darkins, Alison Brett, Gwyn Batchelor, Steve Williams, Ali Chambers, Joanne Hill,
Helen Waymouth, Gillian Jones, Berkeley Hill, Brian Bishop, Carolyn Chivers, John Wren,

Apologies: Andy Yan, Guy Sharrock, David Owen, Christine White,

Minutes: Imogen Taylor

The meeting opened in prayer and apologies were recorded.

#	Topic	Discussion/Action	Lead
3	PCC Minutes 15 th July 2025	Amended and approved	
4	AOB	As below	
5	Actions arising	Defibrillator: A fully automatic Defibrillator has now been ordered at a cost of £1554.59. There was a discussion about where it will be sited; deferred to its arrival.	
6	Dwelling in the Word	A reflection was based on 2 Cor.4.1-12; a profound exploration of discipleship and mission. A discussion took place on the 3 Bold Outcomes from the Diocese: <ul style="list-style-type: none"> • Doubling the number of children and young disciples • 200 New Christian communities • Every parish, benefice and deanery showing signs of revitalisation 	
7	Living the Vision	1. Each Parish is to complete a Parish Mission Action Plan. Discerning three things to help fulfil our Diocesan Three Bold Outcomes. A MAP will help us to: <ul style="list-style-type: none"> - Discern where God is already at work. 	

		<ul style="list-style-type: none"> - Focus on realistic, honest priorities. - Review what's making a difference (and what's not). - Share ideas and identify what support you need from us. <p>This will then need to be adopted by the PCC. There will be an Extraordinary Meeting of PCC at Holy Cross on 21st October at 7pm for 7.30. An email has been received about a Webinar and face to face meetings by the Diocese which have been arranged. This will be shared with the PCC. Berkeley Hill shared his concern at the drop in choir numbers, particularly the loss of the girls choir.</p>	Imogen (email sent on 23 Sept.)
8	Finance Report	<p>Brian Bishop shared that the reserve funds had been reduced to meet the Parish Share and to pay for materials for the ongoing building repairs. Some money had been reinvested. The crypt has taken £18,500 so far this year. Parish share: 2/3 has been paid. The Finance group is discussing "Bridging the Gap" as a way of meeting shortfalls. Berkeley expressed his concern at using reserves in this way as it is not sustainable. There followed a discussion of the Parish Share and our dependence on legacies. "we are a living community not a dying community"</p>	
9	Mission and Ministry i. Holy Cross	<p>The meeting in October will consider what the future looks like. We need supporting information:</p> <ul style="list-style-type: none"> • Expenditure 	Brian Gwyn and John

	<p>ii. Mission partnership with MAF</p> <p>iii. Parish, Deanery & Diocesan Updates</p> <p>iv. Worship</p>	<ul style="list-style-type: none"> • Relevant History and current uses • When it was thriving and not thriving <p>Following the meeting with MAF partners, there is a focus on Josh, a trainee pilot for MAF who we will support through prayer and follow his journey. He will attend the 9.30 service on 19th October and the Christmas Fair.</p> <p>Following the Deanery Road Show it was felt that the parish is moving in the right direction and is a growing community.</p> <p>Ann Loat is on placement with us for 2 months as she prepares for ordination.</p> <p>Worship Working Group Report – accepted</p> <p>1.1 Risk Assessment Piano 17.08.2021 - Bechstein piano, chamber organ and hoist.</p> <p>Berkeley proposed that this item to be deferred until after the Property Working Group had met. This was not seconded. The following items were discussed:</p> <ul style="list-style-type: none"> • The Bechstein piano is full of moth and was condemned by the company commissioned to inspect it. • Piano Hoist: this does not meet Health and Safety requirements and as a result no company has been found to service it and its' use is not insured. There is a risk assessment in place for its use. • It was proposed that the chamber organ should be moved to the chancel. 	<p>Gwyn All</p>
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	<p>v. School</p>	<p>There followed considerable discussion and many felt they did not have enough knowledge or information to be able to vote on any proposal. Berkeley stated that the Steinway piano had been given for concert purposes only.</p> <p>John Wren suggested that a working group was required to consider music and the safe operation of related equipment.</p> <p>The following proposal by John Wren, seconded by Helen Waymouth were agreed:</p> <ul style="list-style-type: none"> • To remove the Bechstein piano • To remove the Steinway from the hoist • To support the moving of the chamber organ to the chancel <p>There were 4 in favour, 6 abstentions and one against. The PCC passed the resolution.</p> <p>It was agreed to defer movement of the chamber organ until consultations with the Friends and donors had taken place.</p> <p>The relationship between Hythe Bay and St Leonard's are in an encouragingly strong position. Our clergy and both Youth Worker and Musical Director lead collective worship (assembly) in school Monday – Wednesday.</p> <p>The school will be holding their Harvest and Christmas services, as well as their KS2 carol concert in St Leonard's, with the Musical Director playing at these services.</p>	
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10	Fabric	John briefly reported on the progress of the current repairs to St Leonard's. He could give no assurance as to when the project will be finished but would make every effort to have the scaffolding removed as soon as is practical.	
11	Safeguarding & Health and Safety	<p>The Safeguarding Report was received.</p> <p>Carolyn made reference to the change in DBS provider following the recent data breach.</p>	
12	AOB	<ul style="list-style-type: none"> - Interment of ashes of the late Alan Smith PCC supported the interment. - Data breach Discussed above. - Website Michael provided a progress update. - Rotary Club gift Michael reported Hythe Rotary Club had given a generous gift of a large photograph of St Leonards' interior and was unsure of where it should be hung. It was suggested 101 would be a suitable venue, a further suggestion was to have smaller prints made available as post cards. - Heating the church John advised that the St Leonard's heating would be serviced on the 25th October and he proposed that the heating be run continuously throughout the winter has we had done for the 	John

		<p>past few years. This was seconded by Brian and all were in agreement that the temperature be set at 16 degrees rising to 18 degrees for services and events.</p> <p>- Pat Chipping – cancel interment fee PCC agreed to waive the PCC portion of the interment fee.</p> <p>- Holy Cross garden As an addendum to earlier discussion John had asked that the PCC accept a quotation from NR Landscapes of £650 to cut down overgrown shrubs and tidy up the perimeter, removing all this. It was agreed with Berkeley Hill and Joanne Hill abstaining.</p> <p>Gwyn asked if following this a volunteer team be set up to keep the area tidy.</p>	John	The
12	Prayer and Grace	The meeting closed with prayer and the Grace.		

PCC is asked to note the following: Extraordinary Meeting of PCC at 7pm on Tuesday 21 October

- 11am Saturday 4th October – Pet Blessing service at St Leonard’s
- 6-8pm Friday 31st October – Crypt by Candlelight at St Leonard’s
- 12pm Saturday 1st November - All Souls’ Requiem Eucharist at St Leonard’s
- 6pm Saturday 1st November – ‘Always Remembered’ service for All Souls

Future PCC meetings:

7pm Tuesday 25th November 2025

7pm Tuesday 20th January 2026

7pm Tuesday 17th March 2026

7pm Tuesday 21st April 2026

7pm Tuesday 21st July 2026

APCM – 6pm Saturday 17th May 2025