

Hughenden Parochial Council

Minutes of Meeting - Thursday 27th November at 7.30 pm in Church House

Present

- Clergy: Rev. Helen Peters
- Churchwardens: Andrew Cole, Frank Hawkins (Lay Chair for the first part of the meeting)
- Co-opted: Chris Coyston
- Elected: Janet Booth, Julia Grant, Brian Morley, Liz Moseley (Lay Chair for second half of the meeting) Antony Rippon, Colin Wilkinson, Pauline Wilkinson
- Visiting: Richard Peters
- Susan Brice (PCC Secretary)

Apologies: Roger Grant, Mark Sherrington

1. Welcome and prayer

Frank opened in prayer.

2. Section 11 meeting to consider the parish profile

The committee had already received the profile previously.

The document was considered seriously with attention to detail and with a few minor amendments.

There was a unanimous vote to move ahead with this parish profile.

3. Minutes from the last two meetings (September and October)

The two sets of minutes were approved unanimously with one small amendment from Antony.

4. PCC fees and salaries

The committee had already received the list of wedding and funeral fees and the advice to increase salaries by 3.8% for 2026. (Source CPI August 2025.) These were following the advice of Keith at the September PCC meeting.

The increases were unanimously accepted.

5. Review of budget and current financial position

The finance report had already been sent to committee members.

Brian reported that 2025 had been a good year financially. The standing order income was growing and he therefore felt confident in budgeting for £100,000 from that source in 2026 and for £15,000 from collections.

A bequest had been made to the church of £10,000 from the estate of Richard Middleton.

Brian commented that we would have a 10% discount on our parish share as at present we don't have a lead Vicar.

There would be a budgetary deficit of £28,300 but he concluded by saying he felt the finances were moving nicely in the right direction.

The budget was received with unanimous approval.

6. Building Project

Richard Peters gave a presentation to the PCC about thoughts for alterations to Church House and North Room.

- It was agreed to do the Bat survey at a cost of £500 approximately.
- It was agreed that we would start the paperwork for change of use of church house to be completely a community building. There may be a cost in the future as we progress this but it would come to a future committee.
- It was agreed that Richard, Brian, and Derek would develop more detailed plans for the proposal and Pauline would assist with church heritage matters. Not incurring any costs at the moment. These plans and estimates would be brought back to the PCC at the next meeting.
- Separately it was agreed we would not speak to the wider church community about this until after the next meeting. Outside of Helen potentially saying, very briefly that we were starting to look at how we could improve church house and create accessible toilets and we would bring that to the congregation when the proposals were developed.

7. Churchwardens' report

8. Children's and Youth report

9. Health and Safety

10. Social and Outreach

All these reports had been circulated to members and were accepted unanimously without further comment.

11. Safeguarding

In his report Roger had suggested that the Safer Recruitment and People Management work be transferred to Church Suite rather than the Hub. It was agreed that this seemed a sensible idea and Roger, Chris and Ben would work on the transition.

The committee agreed unanimously with this decision.

The meeting concluded at 9.43 pm.

Susan Brice (PCC Secretary)

28th November 2025