

Meeting of the Parochial Church Council

Wednesday 13th May 2026 at 7.30pm

Over Zoom



Members present:

Fr. Nick Davies (ND) – Chair, Peter Ireland (PI) – Secretary, Elizabeth Charman (EC), Marcus Charman (MC), Paul Charman (PC), Janet Davis (JD), James Lancelot (JL), Joy Pegg (JP), Will Jones (WJ – COO), Ian Bloom (IB, Treasurer)

1. Welcome

ND opened the meeting with Prayer.

2. Apologies

Rubin Hart (RH), Linda Jeffreys (LJ), Andrew Maynard (AM), Julie Northcott (JN), Les Stamp (LS), Liz Swift (ES), Peter Smail (PS), Rachel Walters (RW),

3. Previous Minutes

Minutes of the PCC Meeting 30th April 2026 – Not considered

This meeting was intended for the prime purpose of reviewing the accounts prior to the APCM, and planning for the APCM.

It was confirmed that we were quorate for this purpose, being more than 1/3 of the membership.

4. Finance matters –

Annual Accounts

PC spoke to the summary circulated prior to the meeting, explaining that the figures are distorted by the accounting process, placing HLF income in 2024, with expenditure in 2025/26/27. This exaggerates the difference between the 2 years shown; there is still a movement from profit to loss after this is allowed for, but this is in line with that anticipated in our Budget Recovery Plan. The auditors have issued a clean audit opinion and concur that the Abbey is a going concern.

- PC explained that the increase in general running costs is largely a one off and related to HLF projects and staffing and trading changes that won't be repeated.
- JP queried the increase in routine maintenance; PC and IB confirmed this largely reflects HLF survey and inspection costs, which are reported under this heading.
- An apparent saving on Churchyard Maintenance is due to sickness absences.
- Nothing is listed as expenditure in the Abbey Lodge Fund; PC that this is because expenditure this year has been charge to General funds instead.
- A query over signing dates was explained as a formality – in fact any date between approval at APCM, before May 31st, and submission to Companies House in October.
- PC noted that several minor textual errors and typographical corrections had already been identified, but these can be amended before signing as long as they don't affect the material nature of the accounts.
- One material adjustment is noted: £35,000 currently in the general fund relating to children and young peoples work (Celebrate fund income from the Foundation) will be reclassified to the Children and Young People fund, increasing free unrestricted reserves by £35,000.

Restricted Fund Changes Paul proposed three changes to restricted funds, to take effect from 1 January 2026: • Closure of the 2021 / 900-Year Celebration fund. The remaining balance of approximately £7,000 to be transferred to the Music fund, as previously decided by the PCC. (The commemorative plaque has been completed and to be removed from this account). • Merger and renaming of the two Celebrate funds into a single Children and Young People Fund, reflecting that Celebrate ceased as a worshipping entity in 2025 and that all income into these funds is directed towards children, young people and education work. • Merger of three music-related funds (Music fund, Music in the Abbey fund, Choir fund) into a single Music fund. The Musica Deo Sacra fund to remain separate. These changes will simplify fund management and ensure transactions are allocated consistently. Proposals That the 2025 Annual Accounts be approved and adopted. Proposed: PC; 2nd: ND; passed unanimously. That the three changes to restricted funds be approved with effect from 1st January 2026. Proposed: PC; 2nd: ND; passed unanimously.	
5. APCM Business PC to produce a two-page narrative summary (without detailed fund information) for inclusion in the pre-APCM email bundle. He will also present this on the night with supporting slides and printed copies available. Documents for Circulation - WJ to send out via ChurchSuite this week, including: • Updated APCM agenda • Two-page accounts summary (as above) • Full annual accounts • Electoral roll officer's report • Annual review It was agreed that the covering email should include a message inviting questions and comments to be brought to the APCM on 22 May rather than submitted by reply; the office to check whether a no-reply option is available on ChurchSuite. Physical copies of the agenda, accounts and notice must also be posted on the church notice board. Elections – Deanery Synod: PI confirmed that all 3 seats must be election this year; nominations are in hand for all 3. PCC (8 seats): PI confirmed that most nominations have been received, with some exceptions that are to be followed up. We currently have known application for 7 seats, so one vacancy remains. ND briefly profiled the 3 new candidates, 2 of whom can't make the APCM on the new date, though this doesn't prevent them from standing. PI confirmed that all are on the Electoral Roll. It was agreed that short biogs for all candidates were unnecessary, and ND's bried outlines should suffice as introduction at this stage, with subsequent introduction to the congregation at Sunday Mass. MC reminded us that the full list of the PCC should be available for contacts; this is on boards and the website but will need to be refreshed.	PI PC PC PI WJ

Electoral Roll Officer: Marion Beagley is standing down from this; Janice Smail has agreed to take over. This is an appointment made by the PCC and does not need a vote. Format and Order of Business on the Night ND proposed the following which was accepted: - • On arrival: glass of wine and a post-it note exercise — 'joys from the past year', 'hopes for the next year', 'items for prayer' — as a welcome/icebreaker activity. • After elections and financial items officers reports will be covered by reference to the circulated documents. • ND to give a verbal report on pastoral and congregational life: • WJ to present the business plan report. • For AOB, ND, WJ, PC, JP and PI to be available at the front to field questions from the floor.	
The meeting ended at 8.22 pm. Next meetings –APCM - Friday 22nd May @ 7.30pm PCC - Tuesday 2nd June @ 7.30pm TBC Approved as a true record: Fr. N Davies Chair; 16th June 2026 Date	