

# St Augustine's Parochial Church Council (PCC) Meeting Minutes

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Held on 10th December 2025 at 14:30pm at Montgomery Room, Rushmoor Borough Council Offices.

Present: Fr William Perry, John Rook, Pauline Rook, Jackie Dunne, Carol Lawrence, Graham Lawrence

## *1. Welcome and Opening Prayer*

The Fr. William welcomed all who were attending and opened the meeting with a prayer.

## *2. Apologies for absence*

Apologies were received from Dot Grobler (Treasurer).

## *3. Minutes of Previous Meetings*

The group discussed the absence of formal PCC minutes since November 2024. Notes existed informally from 29 November 2024 but were incomplete. Concern was raised regarding statutory requirements for meetings. It was clarified that there is no longer a mandated minimum number, only that meetings must be sufficient for the correct transaction of business.

## *4. Election of PCC Secretary*

Graham Lawrence was nominated and unanimously supported for the post of PCC Secretary.

## *5. Financial Report*

Discussion covered maintenance, parish share, hall rental rates, and clergy cover costs.

- Ivy removal completed after Archdeacon's intervention.
- Hall usage remain stable.
- Recommendation to review hall rental rates annually.
- Decision made not to pay remaining £2,540 parish share until clergy cover costs are clearer.

## *6. Deanery Synod*

The have been no meetings of the Synod.

## *7. Safeguarding and Health & Safety*

Points raised:

- Awareness required regarding behaviour of children in church and keeping hot drinks and biscuits out of reach.

- Need for improved first-aid guidance; incident highlighted risk of moving injured persons.

- DBS checks to be reviewed at next meeting.

### ***8. Chairs: Replacement and Cleaning Day***

Ten chairs have been acquired from All Saints, Woodham. Chair Refresh Day scheduled for Saturday 3 January at 10:00 a.m. to replace damaged chairs and polish all wooden furniture.

### ***9. Wi-Fi Installation Proposal***

Proposal approved to install 4G router Wi-Fi for card machines, hall users, livestreaming funerals, and PCC administrative use. Estimated cost: £50 router, £15 extender, £20/month unlimited data SIM.

### ***10. Use of rooms in Church Hall.***

Space to be inspected and re-organised for PCC use as necessary.

### ***11. Any other business.***

None

### ***12. Next Meeting***

9 January 2026, 1:30 p.m. PCC meeting, followed by 2:30 p.m. meeting with Bishop and Archdeacon exact location to be advised.

Meeting concluded at 15:20.