The Parish of St Mary-the-Virgin, Wivenhoe
Minutes of the PCC Meeting on Tuesday 13th October 2026
at 7.30pm in The Annexe

To welcome & opening prayer: Erwin opened the meeting with the collect for the day.

Present: Erwin Lammens, Douglas McCormick; Bonnie Hill; David Harrison; Heather Edwards; Mary Jakens; Martin Lucas; Hannah Cole; Gio Timms-Bruno; Mark Walters; Glyn Stanway, Sandra Osborne; Kerry Rooke; Rick Cawley, Kellie Finch.

Apologies: Sam Belcher; Lucy Crocker; Gill Black

Conflict of Interest and Fit and Proper Person forms: All forms completed.

Conflict of Interest – Douglas McCormick – Minute 2026/108 ALP approval

Minute 2026\101
Minutes of the PCC meeting held on the 8th September 2026 were approved and signed.

Minute 2026\102 Safeguarding –Gill Black safeguardingstmarywiv@gmail.com
Although Gill Black was to address the meeting she was unfortunately unwell and did not attend. Mary Jakens read a prepared report to those present. The Parish Dashboard has reached 100% in one section and this will be reviewed in February. Safeguarding training is one area that is being monitored. There are only a few details about the Safeguarding inspection in early 2027 known and St Mary's is a possibility for a visit. The Scolding report is recommended to the PCC for reading. Next year a short session will take place regarding vulnerable adults and highlighting their needs at the PCC meeting. Gill has now passed her Leadership Course.

Minute 2026103\ Matters Arising

a) **Open the Book** – Hannah Cole, Mark is joining the team and someone is returning. Always needing new people to join the team.
b) **Lifts to Church** – a list has been put together and names put against dates with only two Sundays not covered. Jackie Hopkins keeps the rota. Sandra Osborne would like to be added to the list of drivers.
c) **Fabric Team** – more volunteers are needed to join the team.
d) **Live Nativity** – Hannah Cole, all but one role filled. Permissions have been given for inside and outside venues. The nativity will be live streamed. More musicians are needed. The High Street won't be used this time. It will leave the churchyard, go to the Quay and then travel up Rose Lane and into church.
e) **Bishop Roger's visit to The Way** – an appointment needs to get into his diary via Michelle Wood, email address from Erwin. The Bishop wishes to spend 10% of his time with young people in 2027.

Minute 2026\104 Correspondence -

a) Charity Commission information circulated
b) Emails had been received from people saying thank you for their harvest gifts. 16 local residents received a plant and boxes of food were delivered to local organisations.

Minute 2026\105 Finance – Kellie Finch
Cash in funds – Statement for August and September

	Nominal Account Name	August 2026	Sept 2026
Free of restrictions	General fund for running Church	£59,992.80	
Restricted	Bell fund	£12,251.17	
Restricted	Roof Fund	£108,168.75	
Restricted	Choir fund	£800.27	
Restricted	Fabric general	£5,803.52	
Designated	Legacies	£26,293.28	
Restricted	Flower fund	£719.15	
Restricted	FOSM	£1,046.90	
Restricted	Cory maintenance fund	£2,535.00	
Restricted	Organ fund	£370.00	
Designated	Sunday Club	£5,359.44	
Restricted	Wivenhoe St Mary's Music Society	£1,032.41	
Total Funds		**£224,372.69**	

Notes: The September figures were not available as the Treasurer had not received the bank statements.

Parish share A letter had been received from the Deanery of Colchester stating that the 2027 Parish share for St Marys will be 6.3% more. The expectation is £76,033 but the aspirational target set for the full Diocesan Share is £77,795, which if paid by monthly direct debit will give us an extra reduction of £ 778 (1% of the total). The additional £1762 contributes to a shortfall and will help to reach the full amount that the Deanery of Colchester is asked to pay.

Erwin gave a short presentation about the figures stressing that the Parish Share covers ministry, housing, training of new ministers, services and Diocesan costs. The Deanery Mutual support of £ 9,336 that St Mary's receives is covered by contributions to the Deanery Mutual Fund by other churches in the Deanery.

After discussion, it was proposed by Douglas McCormick, seconded by Kellie Finch and unanimously agreed that the figure of £77,795 be accepted as our Parish share amount.

Minute 2026\106 Fabric and Health & Safety matters

a) **Inkpen Downie -** Douglas met with Julia from Inkpen Downie and a complete survey was done of the roof and nave redecoration and costs are awaited.
b) The **Church railings** have been painted by the Community Payback team. A section to the left of the main entrance gate still needs to be completed. They will return on 6th November.
c) **PAT Testing** of electrical items was carried out**, E-Bound** has serviced the roof alarm. **Binders** will now be servicing the loos on 21st October as they were unable to attend on the 8th October.
d) **The shed** has been cleared and a tip run needs to be organised.
e) **The annexe door repair** will be arranged after Christmas when there is less going on.
f) **Organ Back** - awaiting Faculty, it is now pending approval. Graham Wadley and John Dowden have given feedback. A risk assessment is required when the work is completed. When the carpenter comes to fit the organ back the organists will be invited.
g) **Churchyard** – Peter Terry has nothing to report.

Minute 2026\107 Roof Repairs – Lucy Crocker & Gio Timms Bruno

A meeting had recently taken place. Someone had contacted Kellie and wished to donate £1100 to the roof appeal in memory of a loved one.

Funds - £60,000 from St Mary's funds plus £10,000 gift aid and about £67,500 in the donation account. The pledges are still coming in.

December Tidings will have an update.

Minute 2026\108 Adult & Children's Ministry – Erwin Lammens

Renewal of Authorised Local Preacher (ALP) – The current permission for Douglas to carry out the role of an ALP has now expired. The PCC was asked to consider approval of its renewal. The renewal was proposed by Rick Cawley, seconded by Martin Lucas and approved unanimously.

Bishop Roger's office will be informed and an extract from the PCC Minutes sent to complete the process.

Children's and Youth ministry

Altar servers The altar server training is planned on Sunday 1 November at 12 noon (immediately after the All Together Service).

Adult ministry

Pastoral ministry

The pastoral visitors team had a meeting at the Rectory on 15 September.

I am very grateful to Jackie Hopkins for organising the lift rota – we are covered until the end of January, except on Sunday 25 October and Christmas morning. Could anyone offer a lift on these days please. Thank you.

The second Meet and Eat at The Falcon took place last September. The next one is planned in December. If you think of anyone who seems to get forgotten and never get invited to lunch clubs, or any other event or gathering or someone who has gone through a difficult time in recent months, could you please let me know.

Radical welcome course follow up

No date arranged.

Leading your Church into Growth (LyCiG)

Unfortunately, one person has retired from taking part because of another commitment. Hopefully St Mary's will still be represented by six members at the weekend of Saturday 17

beginning at 09.30 (all day) and Sunday 18 starting at 13.30 (afternoon) October. The conference will help the church to grow spiritually and numerically.

Lectio Divina

The first Lectio led by Lucy was attended by 5 people. The next one is on 28 October at 7.45pm.

Safeguarding audit

Chelmsford is the next Diocese that will receive a Safeguarding audit. The Diocese will be reviewed on several levels regarding safeguarding inclusive Parish level. Bishop Guli will be visiting Colchester deanery on Wednesday evening 21 April 2027 with recommendations from the audit. Please put the date in your new diary for 2027.

Tendring and Colchester Border Garden Community – *Church engagement meeting*

Bishop Roger of Colchester invites you to a meeting at which all churches in the neighbourhood are welcome to reflect on how the church can be engaged in this new community that will be built between 2028 and 2035 on the other side of Clingoe Hill between Greenstead and Elmstead. The meeting is on *Monday 23 November 7pm for 7.30pm at St Andrew's Alresford*. Please put the date in your diary. Volunteers needed to attend.

Placement at St Mary's

Dan Pledger will do his placement of 6 months at St Mary's until the end of March 2027. He is in his last year ordination training at Ridley Hall Cambridge before he will be ordained as Deacon in September 2027 (priest ordination will be in September 2028). This is residential training which means that Dan won't be available from Sunday evening (when he is travelling to Cambridge) until Friday evening and his day off is Saturday. Dan is married and Saturdays are family time. They live in Colchester (although Dan currently lives 5 days a week in Cambridge). Dan will only be at St Mary's on Sunday mornings during term time. Erwin has been asked to be his supervisor during his placement at St Mary's. He will be mentioned in Tidings.

Minute 2026\109 To receive reports and take questions on the reports from the following committees.

a) **Fundraising** - Heather Edwards
   As most of you know by now the September Quiz night was won by the Quizerables. The total raised was £752. Which was a terrific amount and will be going towards the Roof Appeal.
   At the October PCC meeting I shall be passing around a list of items that we kindly request for the PCC's Christmas Hamper. The Christmas Hamper is a regular gift each year from the PCC to the Christmas Market, for which all funds raised go into the General fund for the upkeep of the church. Each year, we are so very pleased at the generosity of the PCC in their support of St Mary's. Just place a tick beside each item you wish to bring or add to the list any suitable item you prefer to bring. All items can be collected during the PCC meeting 10th November or catch me when you can.
   The Christmas Market Thursday 3rd December 6-8PM is well under way, with all possible spaces taken up inside the church. We shall also be having Santa and the Madrigal singers. There will be a box going out after the remembrance services for general items for the Raffle. It is hoped that there will be enough items to put together another Hamper.
b) **Catering** – Kerry Rooke Harvest lunch was a great success with more people attending than previously. Christmas Soiree will take place on 11th December,
c) **Worship Group** – Graham Wadley – no report
d) **Colchester Deanery** – Rick Cawley – no report
e) **Wivenhoe Churches Together** – no report
f) **FOSM** – Vivien & Bill Eborn
   Sales continue steadily including from the basket in church and we are planning for the Christmas Market.
g) **Pastoral Visitors** – Mary Jakens
   A meeting was held on September 15th at the Rectory. Two new members were welcomed. Those in the community who need support are contacted by in person visits, or telephone calls.
   Erwin and Jackie take Holy Communion to some recipients.
   We aim to meet three times a year, next meeting is February 16th, 2027.
h) **Administration** – Lynne Horner – no report
i) **Bellringers** – Adrienne Wood – no report
j) **Electoral Roll** – Mary Jakens – no change
k) **Environmental** – Jane Taylor – no report

l) **Men's Group** – Rick Cawley – no report

m) **Sunday Club** – Teresa Warren
We are hoping for new children and families to join us, can we all pray about this. Early in September we had a fish and chip thank you supper for our children and youth team at the rectory. We played a fun game too and also said goodbye to one of the Sunday club leaders - Cora. A card and gifts were given. Primary schools have been sent posters nd summer activities are planned.

n) **The Way** – Kerry Rooke
We have had a great start to our new term. The young people have told us all about their summers and we have been talking about what we plan to do this year with them. We are about to start our creativeness in preparation for the Christmas market so we can plan another exciting day out with our young adults. The youngsters would also like to begin to be more involved with the services as young leaders.

o) **Live Nativity** – Hannah Cole – no report

p) **All-Together service** – Hannah Cole – no report

Minute 2026\110 Community (Music Society & **Friendly Club** – Peter Hill

Friendly Club

Nothing special to report. We continue to have around 70 people in Church every Thursday including volunteers. So many have been with me since the beginning, 5 years ago. They all do a great job, booking people in, driving the Munty bus, making tea and coffee, and serving it too, and encouraging conversations at each table.

By way of a small change, Pat Warriner, one of the people who started coming recently and who now finds her weekly visit to the Friendly Club an invaluable break from her husband who has dementia but who manages well at home without her being there, Pat gave a talk to the Club about growing up in Walton. Her talk was really enjoyed. She will be giving another talk soon about her experiences as a nurse.

Wivenhoe St Mary's Music Society

On Saturday 26th September, The Churchfitters gave us a fabulous evening of their frantic fiddle playing and many other instruments including the musical saw complementing Rosie's superb voice which resounded around every corner of the Nave. More than 100 people enjoyed this concert and hoped they would come back in 2027. We'll see.

Our next concert is on Friday 16th October. This is our annual Sea Shanty Extravaganza with the The Hoolies and two shanty crews who have not been to Wivenhoe before, The Orwellermen and The Columbines, a female trio. Both of these groups are well-known on the circuit. We look forward to another good evening in St Mary's.

Open Gardens

We don't meet until January 2027 although we have already set the date next year as 22nd / 23rd May.

Minute 2026\111 GDPR; Communications; Licensing; AV and Streaming

The Way youth group looked at the church website, having been asked to give their thoughts about what was good, bad or missing. They reported back and on the basis of their responses investigations are currently underway into the feasibility of translating those comments into an updated (new) church website.

John Kevan is assisting Marika and, once there is something to show, it will be shared with the PCC before going live.

Streaming

Edward Cole has agreed to take care of streaming the Sunday service every 4th Sunday. He is very confident in using the vMix software and, with some practice, will be good at streaming the service.

Minute 2026\112 Overseas – no report

Minute 2026\1113 Any Other Notified Business

a) **Deanery Day** was a very successful day with 135 people attending. Excellent speakers and great breakout sessions.

b) **St Mary's Christmas and Lent Charity** Namalemba is our usual charity choice and this was confirmed and the local charity will be Korban. The Lent Charity was discussed. The Raven Trust in Malawi which provides eye care was selected as the Lent Charity.

c) **Next PCC meeting Tuesday 10th November 2026 at 19.30 in The Annexe**