



St Mary's, Linton
Meeting of the Parochial Church Council on
Monday, 10th November 2025 at 7.30pm in the Pavilion

Minutes

Lay-Chair – David Parry-Smith

Present - Revd Paul Seaton Burn (Team Rector), Jacqui Burge, Sue Ellis, Sarah King, Ann Macer, Sue Mudge, David Watts, Andrew Gore, Andrew Cornell-Webb, David Parry-Smith, Michael Wilcockson and Sarah Thorne.

1. Opening prayer

Completed

2. Apologies

Cathy Watts and James Suranga Perera

Ministry and outreach:

3. Rector's report

The Rector reported that the launch of Mary's Kitchen had been successful, with plans to hold a Christmas version in the village hall. A good variety of soup and bread was offered to attendees of all ages, not just church family members. Being known and visible in the community is important, and the community kitchen represents one step towards this goal.

An informal prayer session has been established on Wednesdays from 9.30am to 10.00am to complement the existing Thursday, Friday, and Tuesday prayers and communion. The Zoom prayer meeting had run its course and concluded. The next quarter will focus on prayer, with encouragement for R&B groups to incorporate this in the next term. Good conversations are taking place, with almost half the congregation attending an R&B group.

Several special services are planned: a joint service on the 5th Sunday of Advent at 10.00am in Bartlow, and an evening service of music and readings for Advent. Simon

and Rachel Godsell will lead the evening service. On 7th December, there will be a Hope and Healing service, and on 14th December, a service of the well. Tuesday morning prayer sessions during Advent will run from 9.00am to 9.30am.

The Remembrance Service went well, with attendance from four layers of government: parish, district, county, and the local MP. Friday Church has continued positively.

4. Updates for the PCC:

Children and Families Team

A report was given at the meeting, with discussion and multiple opinions offered by members of the PCC.

Events Committee.

A report was distributed to the PCC before the meeting

Pastoral visitors' group report

A report was distributed to the PCC before the meeting.

Beacon Youth Trust

No report was submitted before the PCC meeting.

Infants School Report (Added Post Circulation)

A report was distributed to the PCC before the meeting. Most schools in the country are running at a deficit budget. It is difficult to see how the money needed to address the deficit can be raised. No criticism was made of the school regarding their efforts.

5. Deanery and Diocesan Matters and Deanery Synod update

Andrew Gore now serves on the Diocesan Houses Committee, which finds homes for clergy. There has been considerable debate around financial matters in the diocese. The view from Synod is that proposals should originate from the Synod level rather than always being imposed from the diocese.

6. **Safeguarding report (Cathy Watts, PSO)**

A new company, UCheck, is now in place for DBS processing, and DBS checks can resume. The safeguarding dashboard will be reviewed. The parish is seeking a new Parish Safeguarding Officer. Safeguarding Sunday will be observed on 16/11/2025. A PCC safeguarding meeting has been proposed for 6th December from 10.00am to 11.00am.

Management and maintenance:

7. **Minutes of the PCC Meeting of 8th of September 2025**

Changes to be actioned on previous minutes: the organ blower has been repaired, and the Churchyard Day took place on 13th September.

Proposed: Jacqui Burge. **Seconded:** Ann Macer.

8. **Minutes of the PCC Meeting of 10th of March 2025**

The minutes were approved by everyone present at the March meeting.

Proposed: Revd Paul Seaton-Burn. **Seconded:** Sarah Thorne.

9. Matters arising

None

10. Churchwardens' report

See Item 12.

11. Other reports:

Finance & Stewardship – including proposed 2026 Budget Fabric committee

The budget was discussed by the PCC at the meeting. £6,800 has already been set aside for boiler replacement. The deficit is larger than even the deficit budget had anticipated.

Revd Paul Seaton-Burn proposed that the Christmas services' collections should be split between Friends of the Holy Land and a Cambridge Homeless charity. David Watts seconded the proposal.

The budget includes charitable giving of £6,500 to Beacon, £500 to USPG, £500 to Haverhill Food Bank, and £300 to YouthInc.

Organist fees were agreed at £30 per service and £22 per practice. **Proposed:** Sue Ellis. **Seconded:** Michael Wilcockson.

The Church Administrator receives the minimum wage allowance with a 4% increase in line with the minimum wage rise. **Proposed:** Revd Paul Seaton-Burn. **Seconded:** Sarah Thorne.

Church utilities are more difficult to quantify. The Friends have already agreed to fund the light sensors but have not yet provided payment, which is being chased.

This is a deficit budget. The PCC will need to draw on investments, with approximately two years of funding remaining.

Fabric Committee

The committee is advertising pews more widely and will recommend at the next PCC meeting that the tender from Lodge for the Quinquennial Inspection works be accepted.

There is concern regarding a bollard installed by public highways at the suggestion of the owner of the Guild Hall. A letter will be drafted supporting the parish council in contesting the bollard.

The fire exit stairs on the pavilion need replacing, and a window in the kitchen requires repair.

Barry is setting up a night vision camera on the pavilion roof to monitor the church roof, eliminating the need for a yearly fee and call-out charges for church roof inspections.

A major water leak occurred outside the pavilion, costing a significant amount to repair and for the water lost. Some remission may be possible, though the amount is uncertain. Consideration is being given to replacing all the water lines to the pavilion.

Regarding heating, a faculty has been received and the chancellor waived public notice. However, the principal contractor who was due to install the new heating system has stated they cannot complete the work before Christmas. Emails have been

exchanged, and a site meeting will be held to discuss dates. The full boiler replacement will take three weeks, during which there will be no heating.

12. Ongoing review of policies and procedures

Policies and procedures were reviewed during the meeting. David Parry-Smith will send comments on the domestic abuse policy to David Watts for editing. A follow-up on the domestic abuse policy is required. Some policies will be distributed to the congregation.

13. Any other business (requests are to be sent to the Rector and Secretary before the meeting)

Ann Macer requested to reserve grave space for ashes at the church graveyard.

In-principle proposal agreed. Proposed: Revd Paul Seaton-Burn. **Seconded:** Sarah King.

PCC Meeting Dates:

January 12th 2026, March 9th 2026

Deanery Synod dates: 24th March 2026

Closing prayer