St Leonard's Parochial Church Council
Minutes of the Meeting held in the Elmdon Lounge, MGPH
7.00pm, Wednesday 22nd July 2026

Present:

Rev'd Tony Rindl (Chair)	Oliver (Oli) Earl
Martin Cheatle (Vice Chair)	Paul Edwards
Celia Barnes (PCC Secretary)	Pauline Griffiths
David Alexander	Paul Raymer
Louise Alexander	Michael Taylor

Apologies for Absence
Carol Smallwood

1 Opening Prayers
Opening prayers led by Revd Tony Rindl, who prayed for the goodwill and purpose for St Leonard's Church and for the PCC.

2 Apologies for Absence
Carol Smallwood

3 Minutes of the Meeting held Wednesday 27th May 2026
Correction: the date in the heading amended to read 2026 and not 2027.

Minutes were then proposed as a true reflection of the Meeting.
Proposed: Martin Cheatle
Seconded: Louise Alexander

Proposal carried unanimously with a show of hands.

4 Matters Arising from those Minutes not covered elsewhere

4.1 WhatsApp Group
Revd Tony Rindl said he had had further thoughts about having a WhatsApp Group to disseminate information to all PCC members, and said he was now in agreement as long as it is controlled.
The PCC WhatsApp Group to be set up in due course, all PCC members mobile numbers will be required: **ACTION: Celia Barnes**

4.2 Safeguarding Review on Church Website
Martin's thoughts were that the Safeguarding and Policies & Procedures probably needed polishing on the website, he would look at both Safeguarding and the Website over the summer and report back at the September meeting. **ACTION: Martin Cheatle**
Tony suggested taking a lead from the Diocese regarding any changes to the Safeguarding policies. Martin said he would look at the Diocese Safeguarding website to ensure that St Leonard's own website is consistent with the Diocese. It was agreed as a PCC all Safeguarding Policies should be reviewed annually.

4.3 Agree to display Minutes on Notice Board in Church

It was agreed that the Minutes of each previous meeting should, after they had been approved and signed, be displayed on the notice board at the back of church, and the Churchwardens would be responsible for putting a copy of the Minutes on the notice board after each PCC meeting. **ACTION: Churchwardens**

4.4 Fairs Committee – PCC Actions

Tony said that the May Market and November Craft Fair were two good fundraising events and that for this to continue more help was needed. Louise Alexander, as Fairs Convenor and organiser, had sent out letters to all PCC members highlighting where help was needed and where vacancies existed, Louise hoped that PCC members would consider filling these gaps.

4.5 Terms of Reference for Committees

This was something committees could make their own decision on with regards to terms of reference.

4.5 External Notice Board

Tony had received an email from Katy regarding wording to go on the Notice Board, and agreed to go ahead with the wording proposed by Tony.

5 Treasurer's Financial Report

Tony thanked Martin for all the good work he had done on the accounts.

5.1 Approval of the 2025 year end accounts

The 2025 year end accounts had now been audited by Judith Campton, and were presented to the PCC for approval.
Tony reported that Judith was very happy with the final accounts, and the excellent work he had done in preparing the accounts.
Tony said he had retained all his workings out, all figures and all receipts, etc., these were kept for perusal in a lever arch file.

Proposal to accept the final accounts were put to the meeting.
Proposed: David Alexander
Seconded: Michael Taylor
The meeting agreed unanimously with a show of hands to accept the audited accounts.

5.2 2026 Update – Bank Mandate and Finance Committee

Tony reported he had met with Martin Cheatle, Oli Earl, Paul Edwards and Ian Phillips as PCC Finance committee representatives.

Tony's Notes from Finance committee meeting:-
2025 accounts inspected by Judith Campton needs formal approval *(see 5.1 above)*

2026 accounts – see Spreadsheet *(Spreadsheet handed out to PCC)*
Santander balance as at:-

1st January 2026:	£41,166.3p	
30th June 2026:	£37,246.32p	-£3,919.98p

Lloyds Bank balance as at:-

1st January 2026:	£0	
30th June 2026:	£7,737.12p	£7,737,12p

Cash as at:-

1st January 2026	£383.82p	£66.31p
30th June 2026	£450.13p	

Surplus £3,883.15p
Accounts £3,920.15p

No Gift Aid had been claimed for 2025
Electric Fund needs to be checked seems too much
Still work to be done transferring bank accounts
Seeing Dawn Baker, Diocesan Head of Generosity

Tony said that he needs to sit with Judith Campton to go over Marston Green Parish Hall electricity accounts as it seems the Parish Hall may be paying too much back to St Leonard's.
Still work to be done transferring the bank account fully over from Santander to Lloyds Bank.
The rental income from 11 St Leonard's Close is still going to Santander, as are other Direct Debits and Standing Orders. There's still a lot of activity on the Santander account and ways of reducing this activity was being sought and looked into.
Finance committee, (Tony, Paul, Martin, Oli and Ian) to meet to look at closing the Santander account and changing bank signatories.
Both bank accounts have sufficient funds to cover any payments
Gift Aid needs to be claimed for 2025.
Tony said he requires total of any income coming in to be recorded, and a list of people eligible for Gift Aid. **ACTION: Martin Cheatle**
Currently there is no narrative for Gift Aid comparison with 2025, but looks to be similar figures.

Common Fund yet to be increased; Tony to meet with Dawn Baker, Head of Generosity, from the Diocese, Dawn will help with budgeting and how income can be increased. Tony then went on to explain how the Common Fund works. To date the Common Fund for 2026 has not been agreed. Over the next five years increases in the Common Fund the congregation numbers will probably need to increase also.

Auditing of the 2025 accounts has been carried out by Judith Campton, who had also agreed to audit 2026 accounts. Tony and Pauline both suggested a small thank you gift to Judith for auditing the accounts; the meeting agreed this was a very good suggestion.

6 Vicar's Report

Tony said there was nothing more to add to what was covered in his Finance Report.

7 Committee Reports

7.1 **Fairs Committee** – Louise Alexander

- Margaret Walton had offered to run the Gift Tombola with two helpers.
- Louise said she had looked at new ways of raising funds, and in this respect she suggested holding the May Market and November Craft Fair in church to help increase church funds and lessen expenses by not having to pay parish hall hire charges.
  Although it was generally agreed this was a good idea it was thought that holding these events in church would not bring in footfall.
- Almost £1,000 had been raised by the Church stalls alone.
- There is still a need for more people to help out on stalls, organising rotas, etc.
- Paul Edwards offered to liaise with the Scouts' help with putting out the tables at both events.
- Michael Taylor offered to liaise with the Gardening Club for use of their tables.
- There were several suggestions to have more fundraising events in church, for example, afternoon tea which had been held very successfully in the past. A music concert, similar to the Heart of England Singers Carol Service and the Music Event held in December; and perhaps get the Junior School Choir involved.

7.2 **Children's Work –** Pauline Griffiths

- Much work had been undertaken with the local schools, Easter Service, Messy Church. With Baptism covered with Y2 and Y4, and Pentecost with Y3. End of year services involving the Junior School and Infants Academy.

7.3 **Pastoral –** David Alexander

- This covered:-
  Officiating at burials and cremations; visiting Care Homes, giving home communion to parishioners unable to attend church; confirmation classes prior to confirmation for three parishioner, Paul Edwards, Stephanie Edwards and Oliver Earl.

  Tony suggested a once a month Bereavement Café, similar to those held by some churches within the Y&S Deanery and others. The monthly newsletter produced by Paul Raymer, the Marston Green Facebook page and the B37 Group page, were ideal places to advertise church events. **ACTION; Martin Cheatle**

8 Safeguarding and Policies & Procedures

Highlights from Louise Alexander's Safeguarding Report which had been emailed out to PCC members prior to PCC meeting:-

- Parish Dashboard now up to date.
- New PCC members, Paul Edwards and Oli Earl need to complete Safeguarding training, Basic Awareness and Foundation; training

has ben be undertaken every three years, as do DBS checks.

- Any role within church should not be offered to new members of the congregation without speaking to Tony first.
- Tony and Louise to meet with Welcomers/Sidespersons to make them aware and look out for any safeguarding issues and to follow procedures if and when necessary.
- A Mother & Baby group has started in the Parish Hall; Tony has met with Margaret Walton, now running the group, to make her aware of Safeguarding and register of attendees. St Leonard's Messy Church Risk Assessment could be useful for this and other groups run by Margaret in the Parish Hall.

Discussion following the Safeguarding report; Tony wants to meet with the Parish Hall Trustees to look at what Safeguarding and other policies are in place, and also to go through the lease, a date of 3rd November was suggested to meet with Trustees.
Celia asked if any PCC member would be interested in joining the Trustees. Paul Edwards said he would be interested, and Celia invited him to join their next meeting in August, and would email him with details.

Tony and Louise to meet briefly with Welcomers / Sidespersons and the Choir, possibly in September, to discuss Safeguarding.

9 Yardley & Solihull Deanery Synod

Tony briefed the PCC on the previous Deanery Synod meeting.

- Dawn Baker gave a presentation on Generosity; a team of three from the parishes within Y&S Deanery will go with three members from the Diocese to discuss Generosity; they will attend at the PCC Meeting at St Leonard's on Wednesday 30th September 2026.
- Dawn Baker will contact Tony regarding the Common Fund.
- Tony also gave a presentation on the personnel and people within the Diocese:
  Key People:-
  Director of Missions, Cris Rogers, replacing Andy Winmill
  Director of Ministry, Sally Gaze, replacing Mark Pryce
  Diocesan Secretary, Andy Winmill, replacing Jan Smart
  Director of Finance, Pippa Glover, replacing Jaren Preece

St Leonard's representatives at Yardley & Solihull Deanery Synod meetings are Martin Cheatle, Oli Earl and Paul Edwards, along with Area Dean Revd Tony Rindl.

10 Eco Church

Nothing to report, although Louise Alexander said St Leonard's carbon footprint has yet to be submitted.

11 Correspondence

None

12 Any Other Business

12.1 Digital Documents/Digital Hygiene

Oli Earl said he had looked at how we snared documents online. Oli said it was important to have a central controller and accessor. Tony said it was worth looking at having a Church Suite as bespoke software. **ACTION: Oli Earl, to report back at next meeting**

12.2 Church Interior

- David Alexander was especially concerned about the state of the walls in and around the Children's Corner, caused by water damage to the plastering.
- Paul Edwards said it could be worth having an asbestos survey carried out inside church.
- Tony said there may be approximately £5,000 available for any refurbishment expenditure.

12.3 Bowling Club Allotment

Paul Edwards enquired about using the garden plot next to the church shed/garage, if it could be used as a community allotment. It was explained that it belonged to and used by the Bowling Club.

12.4 Change of Date for September PCC Meeting

Date changed from 16th September to 30th September; Dawn Baker will join the meeting to discuss "Generosity".

13 Dates and Times of Future PPC Meetings

7.00pm on the following Wednesdays:-
30th September 2026
18th November 2026
20th January 2027
17th March 2027
19th May 2027
21st July 2027
APCM – Sunday 23rd May 2027, after the 10.00am Service in Church
NB: Dates subject to change

14 Closing Prayers

The Grace was said and shared

Meeting closed at 8.55pm

Chair Name: Revd Tony Rindl **Chair Signature**…… **Date**……..……..