



Pastrow Family

Churches sharing the love, grace and truth of Jesus Christ

Parish of Pastrow

Parochial Church Council Meeting

12th May 2026 7.30 pm

Christ Church Hatherden

Attendance and apologies see sheet at end of minutes.

Minutes	Action
Welcome and Opening Prayer CD welcomed all those present, and opened the meeting with Prayer.	
Late Urgent Items Charity Registration and PCC Members Taken from Email from AE Charity Registration and PCC Members responsibilities: As Pastrow income is above £100K a year we are required to register as a charity with the Charity Commission. I am in the process of doing so but there are a couple of things which the PCC needs to approve before I can submit the application. The first are the Reserves and Conflict of Interest Policies which are on the agenda. The second is the potential conflict of interest at Charlton with Alice being a PCC member and therefore a Trustee and also being employed as the cleaner. There is also a potential conflict of interest as Lily wants to do the chairs and the LCG has agreed, so she would be paid as well. Both are allowed under the CofE legislation which is our Governing Document as far as the Charity Commission is concerned, but it requires the PCC to note the potential conflicts of interest and approve the appointments and salaries. These then have to be shown in the annual accounts each year. I mentioned at the MT that I think I need to remind elected PCC members that they automatically become charity Trustees (which has always been the case) and that only Trustees officially have a vote at the PCC meetings, although others can attend as representatives to express the views of their LCG. The Trustees are legally responsible for all the activities of all the churches in the parish and all the accounts, although the Framework Document gives each LCG Restricted Funds Expert (RFE) say over which or how local Restricted funds are used. Discussions held.	

Conflict of Interest – If any persons involved would need to leave when things discussed.

APCM:

There are several things that need to happen before or at the APCM on 7 Jun:

- Each church needs to hold its ACM to appoint the LCG members for the year and nominate their representative for the PCC.
- Each LCG needs to have reviewed their local accounts and recommend to the PCC that they be approved.
- The PCC must approve and sign off all the independently examined accounts at least 7 days before the APCM. (Finance Group meeting on Friday - we will need another PCC meeting before 1 Jun to approve them).
- The PCC must provide the APCM with a Financial Statement for the year ending 31 Dec 25.
- The Vestry Meeting before the APCM needs to vote in the two Pastow Wardens if they have reached the end of their 3-year term (when were they appointed? - if it was when the single parish was formed in 2023 then they should be up for re-election).
- The APCM needs to elect the Lay PCC members on an annual basis. These are the nominated LCG representatives and anyone else who wishes to stand for election. (Although not in the Framework document I would suggest the Lay Vice Chair and the Treasurer should be elected by the APCM).
- The APCM needs to appoint an Independent Examiner or Auditor (depending on the level of income) on an annual basis.

All points noted.

HBT Graveyard

Currently have a graveyard working party who tend the area.

A tomb at the front of church is damaged, and was going to be repaired.

CD read a note from the Registry regarding gravestones.

The conclusion was that the PCC need to write to HBT to say they can not rectify any graves without family permission, or faculty and work needs to be carried out by a stonemason.

TM to write to all local wardens regarding churchyards.

CD thinks it could be prudent to have churchyard regulations on display.

CD Proposed PS Seconded – all present agreed

TM

Minutes

A couple of corrections made and then approved.

Corrections –

Late Urgent Items - should read Enham Graveyard. Treasurers Report – friends account has no money. Policy's – should read Policy Approvals Hatherden Sound System – Andy from HBT to be contacted by CD Time of Extraordinary meeting – should read 7.30 pm	
Matters Arising Enham graves – permission has been sorted and the burial has been booked to go ahead. Grace Ministry – IS has been in email contact with the registry and contacted CD & the Registry to follow up. WB said that while IS is with us due diligence is being made that the money is being used properly in Uganda. A question was raised about Gift Aid – WB to look into this further It was proposed we would help with taking money for now, all agreed.	WB
Mission and Ministry	
LyCiG Engineers Service at Enham has been cancelled due to numbers. The contact has been away and will relook for next year. TM said that LCG's needed to check at each meeting their plans. CD Proposed thanks to all who are doing their best to do events.	All
Benedictus 26 Weekly quote on Grapevine. There has been preaching and the Lent Course was based on this. Perhaps not going as well as expected due to current circumstances.	
Vacancy Profile is going well – all people replied and appreciated being contacted. It was reported that it looked if carpets have been done today and the house is being kept an eye on.	
Pastoral Care No real response from the Consultation. Sally has completed her course, but SB feels that people do pastoral care without realising but perhaps people are frightened by it.	

From the Consultation it was decided it was too wordy and has angered some people. CD says that we need a properly trained team with SG & DBS to deal with complete issues. IS spoke about a care/pastoral team which he set up in his previous parish and an incident which happened. While still in consultation CD to visit all LCG wardens and talk and perhaps take back to MT also worship leaders need to look after people. If anyone needs Pastoral Care speak to Sally and Carol to share out.	CD All
Parish Stall at Fetes People in our community don't know us. Have a stall with mini-Messy Church crafts, plus a display board and use throughout the parishes at fetes. Plus, a 'rogues' gallery of all people from church. Perhaps have handouts as well. WB suggested we leave space for each church and also others help out from across the parish on the day. HBT Fete 11th July Perhaps attract adults with what is your favourite hymn and have a songs of praise the next day. Charlton Village Community Day is on Sat 4 July and St Thomas' congregation are running six side shows and Fun and Faith stall. Enham has a fete in the September and tends to run a cake stall which they are allowed to keep the profits. A book stall will also be held this year. WB said don't forget to ask for help if needed from other parishes. Vernham Dean fete – is very interactive but needs lots of people.	
Fabric & Finance	
Safeguarding Nothing to report. JA is to attend a course which is coming up about updates. CD currently doing her safeguarding.	

All agreed Conflict of Interest Proposed TM Second JY All agreed Reserves Proposed TM Second SB All agreed Conflict of Interest. – Anyone who is a connected person to a trustee, the PCC has to check that anyone/thing benefits from the connection. It was agreed that AB & SB have other interests and they withdrew from the meeting for this discussion. The PCC agreed that the employment of Alice and Lily would not be a serious conflict of interest and approved the employments.	
Next Meeting 26th May 7 pm Extraordinary Meeting. Via zoom APCM 7th June approx. I I am following the service. Next Meeting 14th July at Hatherden	

The meeting closed with the Grace.

Signed 

AT Evans (Lay Vice-Chairperson)

Dated 4th June 2026

Original signed documents held by PCC Secretary.



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PCC Meeting 12th May 2026

7.30 pm Christ Church Hatherden

Attendance/Apologies

PCC Members				Notes/ Substitute
Revd Carol Dunk	CD	Vicar	✓	
Revd Elliot Grove	EG	Curate	Apologies	
Andrew Lancaster	AL	Ordinand	Apologies	
Sally Brewer	SB	Pastoral Warden	✓	
Terry Milne	TM	Administrative Warden	✓	
William Belben	WB	Treasurer	✓	
Judith Appleby	JA	Secretary	✓	
Alice Brewer	AB	Charlton LCG	✓	
Harriet Cooper	HC	Penton LCG	Apologies	Pip Stacey (PS)
James Cunniffe	JC	Weyhill LCG	Apologies	Jan Yeo (JY)
Karen Blakeman	KB	Hatherden & Tangle LCG	Apologies	
Rod Bowker	RB	Smannell & Enham LCG	Apologies	Irene Wilson (IW)
Vacant	JJ	HBT LCG	✓	Jane Jones
Vacant	TB	Vernham Dean & Linkenholt LCG	✓	Tom Backhouse
Vacant		Facombe LCG		
Alan Evans	AE	Deanery Synod Rep (co-opted member)	✓	

Non-PCC attendees

Name	Church
Ian Smale (IS)	