

St Michael the Archangel, West Hill
Bringing Jesus Christ to our Community

Minutes of the PCC meeting

held on Wednesday 20 May 2026 at 7:30 pm in the Narthex

Attendees:

The Revd Mac Dick (Chair)
Pam Johns (Churchwarden);
Joanna Bromley (Treasurer)
Sue Lock (Deanery Synod Rep, Narthex Bookings Secretary),
Rosemary Hudson (Eco-Church)
Maggie Gordon, Christine Smith
Ann Pangbourne (Minutes Secretary, Diocesan Synod Rep)

1 Mac opened the meeting with a reading from the gospel for the day
John 17:11-21(RSV)

And now I am no more in the world, but they are in the world, and I am coming to thee. Holy Father, keep them in thy name, which thou hast given me, that they may be one, even as we are one. While I was with them, I kept them in thy name, which thou hast given me; I have guarded them, and none of them is lost but the son of perdition, that the scripture might be fulfilled. But now I am coming to thee; and these things I speak in the world, that they may have my joy fulfilled in themselves. I have given them thy word; and the world has hated them because they are not of the world, even as I am not of the world. I do not pray that thou take them out of the world, but that thou keep them from the evil one. They are not of the world, even as I am not of the world. Sanctify them in the truth; thy word is truth. As thou didst send me into the world, so I have sent them into the world. And for their sake I consecrate myself, that they also may be consecrated in truth.

"I do not pray for these only, but also for those who believe in me through their word, that they may all be one; even as thou, Father, art in me, and I in thee, that they also may be in us, so that the world may believe that thou hast sent me.

He highlighted the words, that **if we believe, with the help of the Holy Spirit we will do things!**

He then prayed a prayer from Plough Daily Prayer based on 1 Timothy 2:3-4, focusing on seeking God's guidance and understanding:

He then welcomed newly elected Deanery Synod Rep: Christine Smith

2 Apologies were received from
The Revd Mark Ward, Cag Ward, Matt Gardner The Revd Ann Turner,

3 Draft minutes

- i) The Draft Minutes of the PCC Meetings 18 March & 19 April 2026 2026
- were approved and signed
- ii) The draft Minutes of the APM & APCM were agreed with one correction to the APM
Pam John's was **seconded by John Davies**

ACTION

**AP to
Tricia L**

4 Matters Arising

8 Dishwasher update. This has been delivered but not yet plumbed in
Mac will contact a plumber and hope to have it working by Welcome Cafe
on Friday week

MD

10 Quiz This went well. Around 48 people attended and £580 was raised to be used
for the redesign of the lawn area by the Magnolia tree. Rosemary was asked to pass on
our thanks to Rob.

RH

5 Annual Meetings

5.1 To consider the vacancies to be filled

i) **Churchwarden:** no-one has yet come forward for this role and no-one currently on the PCC felt able to volunteer for it

ii) **PCC 3 vacancies for 2026-2029**

Members of any Synod, are automatically ex-officio members of the PCC.

As far as we can ascertain, an elected member of the PCC can stand for Synod, and is not required to resign their elected seat on the PCC.

In line with Church representation rule **M18** (1) requiring the PCC to fill any vacancies on the PCC as soon as possible after the Annual Meeting, and there being no other volunteers, it was suggested that Christine Smith and Sue Lock should be elected into two of the vacancies for the three year period 2026 to 2029.

They were duly elected: proposed by Sue Ritchie and seconded by Pam Johns
This leaves one vacancy for that period and if more than one volunteer subsequently come forward, the PCC can consider co-opting an additional two people.

Post meeting note

AP will send a copy of the Diocesan Guide for new PCC members to all current PCC members.

iii) **Assistance to Treasurer**

Pam Johns volunteered to do the banking of cash.



PJ/JB

iv) **Official PCC Secretary**

Ann Pangbourne has reviewed the Diocesan description of the role and is willing to be the named person.

She was duly appointed:

proposed by Rosemary Hudson and seconded by Christine Smith

6 Mission and Evangelism

6.1 **Monday Bible Study** A report from Ann Turner read that

"We will have held one, possibly two, Monday morning meetings following The Bible Course New Edition meetings to answer any questions that participants have." Pam spoke admiringly of the work that Ann puts into these meetings and there was general admiration for the length of time she has been doing them - starting not long after Wenda left in July 2005; and how she has carried on without the physical support of John.

6.2 **Messy Church**

Rosemary Hudson gave a verbal report to the effect that the April meeting was very busy; the May one was competing with cricket! and in June Cag will host a barbecue in the Vicarage Garden

Messy Momentum, led by Cag and Jane, now has 9 children in Yr 4 and above
In September, a national representative will visit. Rosemary commented on the great help Henry is at getting alongside these children. Mac also commented that he had helped Cag in April and was impressed by how interested the children were and also by the excellent crafts.

6.3 Prayer Ministry Review

This has not been taking place every month and seems to have come a bit unstuck. The aim is that at least two or three people, with at least one of each sex, who have been appointed to the Prayer Ministry Team, and have done the required Safeguarding Training should make themselves available in the Sanctuary after a service where the offer of Prayer Ministry has been announced (currently only the Third Sunday).

In addition to West Hill clergy - **Mark, Ann, and Mac** the Prayer Ministry Team who have completed Safeguarding Training, currently consists of

Cag Ward, Matt Gardner, Ann Pangbourne (*Agreed minutes Nov 2025*)

Pam Johns, Maggie Gordon (*Agreed minutes January 2026*)

* Sue Lock does not wish to be part of the Team.

Fiona Rimmer also came to the Training and it was suggested she be asked to join the Team.

Prayer Ministry: Safeguarding

It was affirmed that, as made clear in the Prayer Ministry Training, and in line with National, Diocesan, and Otter Vale Mission Community policy, that anyone ministering in the name of the Church to vulnerable people or children cannot do so without having completed safeguarding training.

Sue Ritchie reminded us that official ministry should always be done in pairs and the pair should always include one person of the same sex as the person being prayed for.

In Mark's absence, Mac will act in a particular situation where Safeguarding training has not yet been completed. →

MD

It was confirmed that this applied to the Prayer Ministry Team and anyone interacting with children at "Tea and Toast".

Please see confidential minute below.

This should not be publicised or discussed outside PCC. →

ALL
please
note

Post meeting notes

1 AP will send a repeat copy of the Prayer Ministry Team Role Description (agreed Jan 2026 item 7.4) to all Team Members →

AP

2 It might be helpful to have an additional male member.

6.4 Church Website update

Tricia is active in getting this up and running - for which we are most grateful

We are still waiting on Ottery to advise whether or not they will have documents which are Mission Community wide on their website; necessitating only a link from the websites of the other Churches.

Post meeting note

Sue Ritchie has heard from Mell at Ottery but the answer appears inconclusive. Sue will discuss with Tricia →

SR/TL

7 Written Reports

7.1 Churchwarden's Report

i) NACRE Project

None of the builders asked by Pam for quotes have responded

The receptionist at FIJ, who did the Narthex, said to take it that they are not interested

(ii) **Ramp**

This should be in place by the end of the month and largely covered by a grant from The Devon Historic Churches Trust - for which we are very grateful

iii) **Green Space**

The gravestones underneath the magnolia tree will be moved and set upright. ProLawn suggested seeding the area but are happy to go with Pam's suggestion of turf so that the area will be usable straight away.

A seat to go around the trunk of the magnolia tree will be purchased.

iv) **Gardening**

Noah could do with some help and encouragement.

A working party was suggested to work with him

Rosemary would also be happy to do this on occasions

v) **Bins**

It was agreed to ask the Coffee Rota people to put the bins out on a Sunday → PJ

7.2 Finance Report

Insurance Jo will contact the Insurers re the questions from March PCC → JB

Full Fibre Broadband. She will look into this

Mac suggested looking at the article re this in *The Messenger* → JB

Deficit There was no budget for the Quinquennial work

Estimated end of year deficit £2,500

7.3 Eco Church Geoff Green has entered the figures for our energy use into the Diocesan website. Our Carbon Footprint has gone down from 9.1 to 8.5 since the work on the Narthex was completed. John Hallett and Bernard will construct compost bins

7.4 Participation Numbers Using the Diocesan Guidance:, these were agreed to be 59

8 Safeguarding → AP
The Safeguarding Report;

i) **Safe Storage of records in the event of a Vacancy the PCC were asked to discuss**

During an interregnum the PCC must, working with the churchwardens, ensure that all information about safeguarding matters is securely stored before passing the information on to the new incumbent.

The departing incumbent must give the safeguarding information to the Parish Safeguarding officer who can pass the information on to the new incumbent when he/she takes up his new role."

Currently Mark, Lydia and Sue have access to the dashboard.

It was agreed that this information should not be stored at the home of the Safeguarding Officer and might be best done through purchasing Cloud storage.

However it was noted that the records have to be kept for 75 years - which might outrun Cloud Storage!

Matt Gardner and Paul Snuggs to be asked to advise → SR/MGa

ii) **Action Plan** Largely turning green. Some training to be completed.

iii) **Volunteer Agreement.** A simpler agreement is now in place

iv) **Training** As in the Report previously circulated

9 Governance

8.1 Health & Safety

Nothing reported in Cag's absence

10 Calendar Events

2026 dates to note:

June 27 Village fete The Church stall will be cakes and Home Produce
All produce should be free of nuts, sesame seed and kiwi
Flyers will go in the magazine and highlighted in Church notices

June 28 Baptism of Theodore (Chown)
Sept 12 & 13 Thanksgiving and Baptism

December 5/6 Turning on of Christmas Lights in West Hill

Mark on Sabbatical: May, June & July 2026

Diocesan Synod June 20, 2026

Deanery Synod Wed 1 Jul at St Mary's Church, Whimple,
Wed 18 Nov at Sidmouth Parish Church

this meeting will be on the subject

"How can we fund our common life together?" A Diocesan discussion/consultation evening ahead of the Common Fund review. **It is hoped that most PCC treasurers (and possibly other officers and churchwardens) will be able to attend this important, influential evening.**

11 Any Other Business

Seat in memory of Janet Beardsall.

Design and positioning need to be approved by Mark and the family should be asked to make arrangements for it to be maintained

Synodical Government members were reminded that motions can be sent from the PCC to Deanery Synod, and concerns can be mentioned for questions at Diocesan Synod. Contact Sue L, Christine or Ann P

General Synod Private Members motion

The PCC were asked to pray for a divisive motion to be which has been accepted for discussion at General Synod in July.

"That this Synod affirm that there are no fundamental objections to being in a committed, faithful, intimate same-sex relationship, and that such a relationship can be entirely compatible with Christian discipleship."

If passed this would threaten to undermine the previous agreement to go for a two-thirds majority, on some of the issues already set for discussion at later date.

Dates of PCC Meetings 2026 at 7:30

- please note *dates which have changed since originally set

* **Thursday** 16 July
Wednesday 16 September
* **Thursday** 19 November

2027

Wednesday 20 January
Wednesday 17 March

AMP and APCM

Sunday 16 May after the morning service