

Leadership Team Meeting

Wednesday 3rd September 2025 at 6.30pm, at the Rectory and by Zoom:

Members: Gill Andrews (co-opted member), Pam Asbury (co-opted member), Jeyasingh John Samuel (Churchwarden), Pat Macgregor (Treasurer), Ben Nicholls (parish youth worker), Eleanor Nicholls (co-opted member), Catherine Radcliffe (licensed minister), Rachel Ross Smith (licensed minister), Francis Serjeant (Churchwarden), Mike Smith (Rector), Nigel Smith (Chair and co-opted member), Helen Wernham (Secretary and co-opted member)

Apologies received: Mike (after item 2), Eleanor due to technical problems.

Guest invitee: Richard Larkin (for item 2)

[illegible]

<ul style="list-style-type: none"> - Funding opportunities <p>It was suggested we could have a specific appeal for funds for the roof. Also Apostle will be making suggestions.</p> <p>Richard was thanked profusely for his work on this issue.</p> <p>2.2 Re-ordering</p> <ul style="list-style-type: none"> - Mothballing the project <p>The re-ordering group will discuss the future of the project at a future meeting. A decision can be made once the situation with the roof is known.</p>																	
3. Dwelling in the word																	
4. Standing items <p>4.1 Declarations of interest - none</p> <p>4.2 Safeguarding issues – nothing new. Rachel reported they are looking at a new safeguarding structure across the parish, as it is too much for one person. There will be one person in charge overall and one in each church. The CLT will comment before the proposal goes to the PCC. This model has been used in other parishes.</p> <p>4.3 Pastoral care – continues, including the Olive Branch. There has been a data breach with the company that deals with DBS checks, compromising the personal data of some church members. Rachel has invited them to meet with her if they wish.</p> <p>4.4 Spiritual growth – Housegroups restarting. Romania group will give a presentation later this month.</p> <p>4.5 Health & Safety – the fire exit in the Lady Chapel is blocked by the fencing. The vestry door can be used as an alternative, so the doors should be unlocked when people meet in church eg choir. The sign on the LC door to be removed. It was noted that the temporary path is now very slippery – it needs another surface. Francis to contact Bartoletti for advice on what to use.</p>	<p>All Francis</p>																
5. Clergy update <p>Rachel was busy with roof in early August, then was on holiday so there was little to report. Catherine reported it was quiet while she held the fort. (Apart from roof issues)</p> <p>5.1 Encourage attendance at other services (other than 9.30am) To be discussed at the Forum.</p>																	
6. Finance & expenditure <p>6.1 Regular report from Pat:</p> <ul style="list-style-type: none"> • <u>Banks Accounts up to: 1st September 2025</u> <table border="0"> <tr> <td>Community Account</td><td>£19,620.69</td></tr> <tr> <td>Appeal Account</td><td>£6,802.29</td></tr> <tr> <td>Savings Account</td><td>£63,581.85</td></tr> <tr> <td>Friends</td><td>£7,976.67</td></tr> <tr> <td>Income this month</td><td>£7,078.92</td></tr> <tr> <td>Expenses</td><td>£9,011.01</td></tr> <tr> <td>Heating & Lighting</td><td>£211.83</td></tr> <tr> <td>General Expenses</td><td>£67.19 (inc Water, BT)</td></tr> </table>	Community Account	£19,620.69	Appeal Account	£6,802.29	Savings Account	£63,581.85	Friends	£7,976.67	Income this month	£7,078.92	Expenses	£9,011.01	Heating & Lighting	£211.83	General Expenses	£67.19 (inc Water, BT)	<p>Pat</p>
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Cleaning	£25.20
Altar	£110.49
Music Director	£807.58
Insurance	£430.59
Caversham Parochial	£7358.13

Parish Giving Scheme - August

PGS Donations Received	£4264.49
Income Tax Recovered	£901.73
Total Received	£5090.78

- **Community Account Pledges**

S/O Pledges for June	£1,036.67
S/O Pledges for July	£1,196.67
S/O Pledges for August	£1,326.67

- **Open Plate for August £601.48**
(inc GoodBox)

- **Donations £59.99**

- **The CBF Church of England Funds as of 4th June 2025 - £381,319.20**

Nigel asked if funds for reordering will get in the way of getting other grants. Apostle will address this.

7. Other notified business

7.1 Harvest Festival service 28 September

The person doing the charity collection Launchpad needs to be contacted – Pat is doing this. There is also a baptism and HC with prayers relevant to harvest. We will also bring gifts for CIRDIC as usual. Helen to liaise with John Short to find out what CIRDIC want and will also provide a notice for the newsletter.

Request a hymn – starting in September. Young people also being asked in separate groups, to choose a favourite bible story, running it themselves. Adults to be asked to share. Also older group to feed back.

7.2 Forum 26 October

Sunday evening service attendance

Roof

Stewardship

Young people to be encouraged to stay to find out what a forum is

Have screen with PowerPoint

7.3 Set up 2026 CLT and forum dates

Forum dates will be agreed later to accommodate the young people. Pam to consider this. Helen to fix CLT dates.

7.4 Anything else

- Simon's talk about stewardship on one of Sundays during 12th - 26th October
Stewardship campaign, prob 12th. Finance group need to meet to discuss it on Tuesday 16th September
- Pam – the Friday toddler sessions in church went well, with people new to church

Pat

Helen

Pam
Helen

attending. <ul style="list-style-type: none"> Newsletter. Helen has offered to send it out. It needs to be clear that anything for newsletter goes to Caroline. Nigel to send Helen instructions. 	Helen Nigel
8. Minutes of the previous meeting 8.1 Previous meeting minutes agreed. <ul style="list-style-type: none"> Any redactions required before publication. No. Helen to publish them. 	Helen
9. Matters arising from previous meeting 9.1 Talk to the fete organisers re use of church during fete Rachel The fete happened Close 9.2 Advise parishioner who has offered help with cleaning about the guidance for lone working Helen Done 9.3 Meet Simon to talk about re-ordering funding before the re-ordering meeting Rachel. Superseded by events re south aisle roof Close 9.4 Write a note for PCC about the need for multiple quotes for the vestry roof. Pat / Nigel Done, but PCC responded that we still need to seek further quotes. Have asked two more builders; one (Andy Stone) is still working on their quote, the other (Owlsworth) has declined to quote. This will now be included in the wider roof project. Close 9.5 Worship group agenda. Rachel. Done Close 9.6 Draft Aug-Oct and Nov-Jan service lists Nigel Done – these lists have now been published Close 9.7 Find a welcomer to attend the Worship group meeting Jey Done – Sue McQueen attended Close 9.8 Organise SoW for 17 August Rachel Done – the service went ahead led by Jacquie Kavanagh Close 9.9 Put together hire charges proposal for September PCC meeting Nigel / Pat Outstanding. Will be discussed at the meeting on 16 th September 9.10 A few adjustments to the welcome leaflet before printing Eleanor Rachel to contact Eleanor 9.11 Ensure Sunday evening readings are communicated in advance of services Rachel Ongoing 9.12 Consult Eleanor's carpenter re kitchen steps Eleanor / Helen. Helen has met the carpenter at church. He was helpful but had no obvious answers. Further work to be done? Keep. Nigel will ask Jeremy for advice when he visits. 9.13 Quote for AV phase 2 Nigel Still waiting Keep 9.14 Investigate approximate costs per hour of heating Pat Done – Nigel doing more work on this. The electricity supplier will changing from 30 th September when the present reduced tariff ends. Parish Buying are advising Pat. 9.15 Arrange meeting with DSAV about AV phase 2 Nigel No progress Keep 9.16 Fire risk assessment Nigel Awaiting advice re CH Keep	Nigel/ Pat Rachel/ Eleanor Rachel Nigel Nigel Nigel Pat Nigel Nigel
10. Churchwardens' reports 10.1 Reports from churchwardens From Jey: 1. Helping for the setting up / taking down of stalls during the Parish Fete. Helping to move tables and chairs, traffic cones back in the church. 2. Helping Rachel in cordoning off the footpath with tape 3. Bartoletti, Rachel and myself inspected the south aisle roof on 29 July and other accessible points on the chancel roof and a visual inspection from the graveyard	Jey / Francis All



<p>4. Attended emergency CLT meeting to discuss the situation with the south aisle roof</p> <p>From Francis:</p> <p>Cirdic</p> <p>Took donations left at church to the centre.</p> <p>Parish Fate</p> <p>Assisted in setting and taking down of stalls, acted as a relief stall holder to enable stall holder to have a break.</p> <p>Worship Group Meeting</p> <p>Romania Mission Trip</p> <p>Church Roof</p> <p>At churchyard when Heras fencing put up and attached warning notices to it. Also highlighted with tape the Heras base blocks to reduce risk of pedestrians tripping upon them when walking through the churchyard.</p> <p>Prepared with the assistance of Richard Larkin report about the situation for discussion at the September PCC meeting.</p> <p>10.2 Fabric report from Nigel: Not yet received.</p>	
<p>11. Matters to report to PCC</p> <p>Roof</p> <p>Stewardship dates</p>	
<p>12. Events</p>	
<ul style="list-style-type: none">Sunday 26 October – Church forum	All to take note
<p>13. Church forum dates:</p> <ul style="list-style-type: none">26 October	All to take note
<p>14. CLT meeting dates (all Wednesday, 7.00pm):</p> <ul style="list-style-type: none">1 October5 November3 December	All to take note
<p>15. Next scheduled meeting: Wednesday 1 October, 7.00pm</p> <ul style="list-style-type: none">Hybrid meeting (in person in the Rectory, and on Zoom)	All to take note
<p>16. Close & the Grace</p>	All
<p>Chair:</p> <p>Secretary:</p> <p>Date</p>	