

DIOCESE OF ST ALBANS
PARISH OF ST ANDREW'S, BIGGLESWADE

Christ-Centred – Welcoming – Inclusive – Outward-Looking

A MEETING OF THE PAROCHIAL CHURCH COUNCIL

held in the Chapter House

on TUESDAY 27th January 2026 at 7:30 pm

PRESENT: Revd Liz Oglesby-Elong (LOE), Rosemary Bentley (RBe), Lucy Dilley (LD), Peter Giles (PG), Hilary Johnson, Claire Leeks (CL), Adrian Maynard (AM), Andrew Rutt (AR), H Shannon (HS)*.

Apologies were received from Rob Butcher (RBU), David Pilgrim (DP), Nettie van de Weerd (NvdW).

*Minutes

1. Welcome, prayers and apologies for absence.

Owing to the unexpected death of our friend and Churchwarden, Chris Parker (CP), earlier in the day, the meeting was fairly brief, with business deferred where possible to allow time for prayer and fellowship.

LOE welcomed those present and opened with prayers for the recently departed. A minute silence was held for CP, and a candle was lit. Apologies were received as above.

2. To receive the Memorandum of Discussions for the Standing committee help on 13th January 2026.

The Memorandum of Discussions was received.

Matters arising

Actions formerly assigned to CP will need to be taken forward by other PCC members. A priority, for now, is the roof works, which are due to start imminently. LOE to take the lead in coordinating with the architect and builder. Vaughan Johnson attended the recent Architect onsite meeting as Chair of Building and Grounds. RBe suggested that RBU could lend support with the withdrawal from the Peter Vickers fund, since he has experience of this.

ACTIONS: RBe to contact Michael Dales (MDP Architects), to act as a temporary conduit. HS to forward draft letter to Friends to LOE.

3. To approve the Minutes of the PCC meeting held on 25th November 2025 and matters arising from that meeting.

The minutes were approved. **PROPOSED: RBe; SECONDED: PG: All others present at the meeting approved**

Matters Arising

Point 4 (page 2): Safeguarding. HT was to produce a new draft of the safeguarding policy. HS to contact HT for an update.

Point 5 (page 2): LD queried the progress of the 2026 prayer diary. RBe responded that this has been drafted and needs updating in light of new contributions. It will be distributed via the newsletter and given, week by week, to the relevant intercessor.

Point 6 (page 3): Health and Safety (PG). Requests for church risk assessments have not been forthcoming, therefore PG will write a new risk assessment from scratch for fire marshals and continue to collate other risk assessments as they are received.

4. Focus on Finance

(AR). Papers were received in advance of the meeting, following finance committee meeting held on Monday 19th January, with LOE, AM, CP and AR present. AR summarised key points as follows:

At the end of 2025, the general funds held a surplus of £614 (the budget was £4,000 deficit), in part due to vacant Admin. Assistant post earlier in the year. General funds held £13,273 on 31st December 2025.

Draft 2026 budget suggests a deficit of £9,650, leaving general funds with cash in hand of £3,623 on 31st December 2026. The budget includes a fundraising budget of £3,000 for discussion (discussion deferred).

This budget and the financial situation will require discussion with the general funds nearly depleted by December 2026 (discussion deferred).

The Finance Committee propose that a "Generous Giving Sunday" should take place on Sunday 21st June 2026 (decision deferred).

In terms of cashflow, total cash available as of 1st January 2026, £30,075 and predicted cash available at the end of 2026, £19,400.

AR reminded the PCC that Restricted Funds are not available for PCC general use.

RBe suggested that we need realistic costings for church events, to ensure we are covering expenses. LOE queried whether we need to review hiring charges, LD responded that these have been reviewed within the last 2 years No further discussions were had regarding finances. RBe thanked AR for his hard work as treasurer.

ACTION: Defer fundraising discussion to next PCC.

5. Foundation Governor Vacancies

Vacancies for foundation governors at both St Andrew's Church of England Primary School (1 vacancy) and Edward Peake Church of England Secondary School (2 vacancies) were acknowledged. Deadline for St Andrew's is 6th February, rolling recruitment for Edward Peake. CL asked about the requirements for the vacancies. PG suggested that specific skills were needed, and that Mike Sladen, current Chair of Governors at Edward Peake, could be contacted for these.

6. Group Reports

(a) Finance (AR): see point 4.

(b) Building and Grounds: Await date for next meeting.

PG offered an update on the water butt, which was granted Faculty approval and is likely to be installed by the end of March 2026.

Nick Gurney is sourcing quotes for car park works.

Electrical works: no recent updates.

Health and safety: PG to liaise with PSO regarding consistent reporting.

(c) Growth and Mission: meeting on 3rd February.

(d) Eco Church (PG): Eco church have met, to identify key areas for focus, given the limited engagement to the eco church survey. Areas include building and grounds, children and youth and worship. These will be discussed further at a later date.

(e) Communication (including website and social media): RBe thanked Sue Oldroyd and Mary Dominey

for their commitment to the 'a church near you' website. This is an important tool and gets a lot of use. The number of new people at the Christmas services, particularly Midnight Mass, was noted.

Website (PG): report received in advance of the meeting, there were no questions.

Oliver Dilley was thanked for his work on social media.

7. Safeguarding

Nothing to report.

8. Deanery and Diocesan Reports

No updates. Dates for Deanery worship during Lent will be added to Pew News. Worship will take place at St Andrew's on Sunday 1st March, which will be a traditional evensong, with choir.

The death of Revd Tim Robb, former Vicar of St Mary's Church in Eaton Socon, has been communicated via the Pew News. A service of thanksgiving for the life and Ministry of Revd Tim Robb will be held on Monday 2nd February at 12noon.

9. Correspondence

No correspondence has been received.

10. Any other business

Good Friday Service in the town will be led by the Baptist Church this year, including the PA, hot cross buns, walk of witness and service. There may be requests for help. St Andrew's will lead the service in 2027.

PG was asked to provide an update on the Mafambisa review. This will be addressed at the forthcoming Growth and Mission meeting and brought to a future PCC meeting.

Saints Alive! will take place on Saturday 9th May 2026, with a learning afternoon in the afternoon, followed by the performance in the evening. It is being organized by Sue Thorn and RBu. This will be a "fellowship event" rather than an act of worship, and will aim to be cost neutral. Donations will be requested, rather than fixed price tickets, and there will be a raffle for attendees towards church funds. RBu was absent from the PCC so would take questions at a later date.

RBe wished LOE well with her upcoming surgery and subsequent recovery.

11. Closing prayers

LOE led closing prayers and thanked the PCC for their time.

The meeting closed at 8:20pm

Date of next SC meeting: Tuesday 3rd March at 7.30pm in the Ivel Room

Date of next PCC meeting: Tuesday 17th March at 7.30pm in the Chapter House

Chair



Date



Summary of PCC ACTIONS

Agenda item	ACTION	INITIAL/S
2 (page 1)	Roof works: RBe to contact Michael Dales (MDP Architects), to act as a temporary conduit. HS to forward draft letter to Friends to LOE.	LOE, RBe, HS
3 (page 1)	HS to contact HT for update on safeguarding policy	HS
4 (page 2)	Finance update: defer discussions regarding finance and fundraising to March PCC	Standing committee