

St. Augustine's Church, North Town, Aldershot

Minutes of the Parochial Church Council Meeting

Held at St. Augustine's Church on Wednesday 25 March 2026 at 1.00 pm

Chair	Fr William (Incumbent Priest)
Present	Fr William - Incumbent Priest Graham Lawrence - PCC Secretary Pauline Rook - Assistant Treasurer John Rook - Churchwarden Carol Lawrence - Deanery Synod Member Jackie Dunne - Safeguarding Officer Dot Grobler - Treasurer (via Microsoft Teams)
Apologies	None recorded.

1. Welcome and Opening Prayer

- The meeting opened with prayer led by Fr William.
- Fr William welcomed those present.

2. Apologies for Absence

- No apologies for absence were recorded.

3. Minutes of the Previous Meeting

- The minutes of the previous meeting were reviewed for factual accuracy.
- A minor correction was noted to the spelling of Jackie Dunne's name.
- Subject to that amendment, the minutes were approved and signed by the Chair.

4. Matters Arising

- Contact with the PCC at Holy Trinity remained outstanding. It was agreed that Graham Lawrence's email address would be passed on so that contact could be made and a joint meeting arranged.
- The purchase of a wheelchair remained in hand. It was noted that the church's charity number should be used when purchasing.

5. Finance Report

- The Treasurer reported that the accounts had been reconciled to the end of February 2026.
- The general account balance at that point was reported as £27,826.96.
- Income over expenditure for the period was reported as £258.38.
- The all accounts balance was reported as £22,561.77.
- The Fabric Fund and investment-related funds were noted as slightly lower than the previous year owing to investment losses.
- A transfer of £500 had been made to the Quinquennial Fund; this should have been £1,000 and would be corrected.
- It was noted that, on present trends, expenditure on the general account was exceeding income and this was likely to continue for the time being.

- No special efforts had yet taken place, though this was expected to change after Easter.
- The drawdown fund had been closed and the remaining money transferred in December.
- Hall income from tenants remained steady. Members noted that Angela had retired for health reasons and that Sam was taking over the dance school bookings, presently on Thursdays and some Fridays.
- The PCC agreed not to increase hall hire rates at this stage, but to keep the position under review at each PCC meeting, given uncertainty over fuel and utility costs.
- Christine had completed the 2025 audit and copies would be printed for the APCM.
- Thanks were recorded to Pauline for arranging the servicing of the fire extinguishers.
- It was noted that bank charges had resumed in recent months.
- No confirmation of the 2026 parish share had yet been received. Members noted that around 90% of the 2025 parish share had been paid, leaving a balance of approximately £2,000.

7. Deanery Synod

- Fr William reported on the recent Deanery Synod meeting.
- The main presentation had been given by the Dean of Guildford Cathedral, focusing on the work of the cathedral, its relationship with parishes, and a desire to strengthen links between the cathedral and parish churches.

8. Safeguarding

- Jackie Dunne gave a safeguarding update.
- The discussion included a pastoral situation in which appropriate boundaries and support arrangements were still being clarified.
- No formal resolution was recorded under this item.

9. Recent Donation

- Members noted a recent donation from a man with historic family connections to St Augustine's, including family weddings at the church.
- There was some discussion about how the gift might be acknowledged or used in a way that reflected the donor's connection with the church.

10. Replacing the Broken/Damaged Benches

- The PCC discussed damaged seating and the need to replace broken or unsafe benches/chairs.
- It was agreed that prices should be obtained in the coming weeks so that the PCC could consider options.

11. Storage Unit on First Floor of Church Hall

- The PCC discussed a recently placed storage unit on the first floor of the church hall, together with other items stored in that area.
- Concern was expressed that the unit occupied significant space and had been installed without prior PCC permission.
- The background was noted: a temporary storage request had been made because alternative accommodation was being sought elsewhere.
- It was agreed that Graham Lawrence would draft a letter for circulation to PCC members before sending. The letter would make clear that any proposal for temporary storage would need to be specific, time-limited and formally agreed.

12. Date of APCM

- It was agreed that the APCM would be held on Sunday 10 May 2026.

13. Mission Plan - What We Can Do Straight Away

- The PCC agreed that the time had come to begin practical short-term actions rather than continue only in discussion.
- It was proposed that the church be opened on Fridays for four hours for private prayer, with supervision provided.
- It was also proposed that simple refreshments be offered after Mass on Wednesdays as a first step in increasing welcome, fellowship and outreach.
- Members discussed local needs, especially among older people, people living with dementia, and carers. A possible dementia-focused gathering was identified as a medium-term possibility rather than an immediate step.
- The PCC approved an initial trial period for the Wednesday and Friday opening arrangements.
- It was agreed that these arrangements should be reviewed after six to eight weeks.

14. Any Other Business

- Publicity: Graham Lawrence reported the urgent need to publicise Easter services on the website and Facebook, and noted the need to resolve access to the relevant email account.
- Thanks to Fr Chris: it was agreed that a letter of thanks should be sent on behalf of the PCC, together with a small gift.
- Cleaning and presentation of the church: members discussed the need for window cleaning and wider tidying/cleaning work, including obtaining quotes for external cleaning and considering a larger internal clean later in the year.
- Heating: it was noted that a radiator in the Canterbury Suite did not appear to be working; this was to be checked further.
- Hall and maintenance matters: further discussion took place on maintenance items and on obtaining quotations where required, with the expectation that three quotations should normally be sought for larger works.

15. Date and Time of Next Meeting

- No separate date for the next full PCC meeting was fixed at this meeting.
- It was agreed that there would be a brief PCC meeting immediately after the APCM, by which time the Wednesday and Friday trial arrangements should be ready for review or near review.
- The meeting closed with the Grace.

Action Summary

Responsible	Action
Graham Lawrence	Provide his email address / continue efforts to make contact with the Holy Trinity PCC so that a joint meeting can be arranged.
PCC / Pauline	Proceed with arrangements for purchase of a wheelchair, using the church charity number.
Treasurer	Correct the Quinquennial Fund transfer from £500 to £1,000.
Treasurer	Print copies of the 2025 audited accounts for the APCM.

Responsible	Action
Graham Lawrence	Draft and circulate a letter regarding the first-floor storage unit before sending.
PCC officers	Publicise Easter services on the website and Facebook.
PCC	Obtain prices for replacement seating / benches and for a wheelchair.
PCC	Obtain quotations for church cleaning and related maintenance work.
Relevant contractor / officers	Investigate the non-working radiator in the Canterbury Suite.
PCC	Review the Wednesday and Friday opening trial after 6-8 weeks.