

Winchcombe Parochial Church Council
Minutes of the Meeting held on 18th July 2022 at 7.30 pm

By Zoom

Present: Geof Adlington (GA) (Treasurer), Abbie Andrews (AA), Simon Andrews (SA) (Chair), Elizabeth Atkinson (EA) (until around item 19), Charlie Bagnall (CB), Susan Crownshaw (SC), Susan Fleck (SF), Felicity King (FK), Judith Skinner (JS), Rob Stone (RS), Liz Watson (LW) (Secretary).

Apologies: Rosemary Hancock (RH), Cathryn Wilcock (CW), Trevor Upton (TU),

		<u>Action</u>
1	Welcome and Opening Prayer: JS said the opening prayers.	
2	Apologies for Absence As stated above.	
3	Matters Arising from Minutes of Last Meeting <ul style="list-style-type: none"> • Moveable Pews in St Peter's: noting the need for extra space during the Pudding Event, as has been proposed in the past, the possibility of having moveable pews was discussed. It was agreed by the PCC to go ahead with a trial of a pew with casters that could be easily moved, but which also had a mechanism for staying put. It was agreed that Rob Stone was to find someone who would be able to professionally fit the casters. Rob meets with Mark Howes on Mon 11 Jul to discuss. Discussed under Item 21. • Christmas Fair: Rob Davies has since reported that the event was not going to be explored further owing to the likely time/footfall conflict with the town's own potentially restarted Christmas Shopping event. 	
4	Consideration of the Agenda <ul style="list-style-type: none"> • The agenda business was briefly reviewed and no further items were added. 	
5	Correspondence, News and Notices <ul style="list-style-type: none"> • The Charities Commission has proposed a series of new questions to be added to the 2023 Annual Report. These have been reviewed by the Treasurer(s) and we have commented to the Commission accordingly that we see no problems (or much extra work) to complete but would suggest that providers such as diocesan boards of finance should be consulted with so they can update their outputs in line with the new requirements thus ensuring standardised responses and minimising the additional work for CWs and treasurers. 	
6	Coronavirus: Parish Activity Update: SA observed: <ul style="list-style-type: none"> • Continual review by Leadership Group. • No significant changes. • Taking of Eucharist at communion is being reviewed but is unlikely to be put in place until Oct 22 when people are mainly back from holidays. 	
7	Staff and Appointments (SA). <ul style="list-style-type: none"> • Charlie Bagnall was thanked for volunteering to take on the role of PCC Treasurer. • Deanery Synod members were aware of the announcement of Stephen Walker standing down as Area Dean with immediate effect. He had had a role in the new Incumbent appointment process, as he was to receive feedback on the candidates from the wider community on interview day. Someone else will have to be found to take on this role which SA will investigate with the Archdeacon. 	SA
8	Finance: 8.1 2022 Accounts to Date (GA) <ul style="list-style-type: none"> • The Treasurer started by commenting that certain difficulties within Lloyds Bank had stalled the transition to the new Treasurer, but that it was hoped that the handover would be complete to allow the new Treasurer to be in place soon. • The income and expenditure report for the year-to-date is attached below (Attachment 1). The Treasurer reported nothing in the report to cause the PCC concern. He noted that planned giving and associated gift aid claimed has not improved; it is still lower than budget. On the positive side, there have been several successful fund raising events. The pudding night, choir concert, books sale, and fete raised about £525, £1100, £690 and £2970 respectively after costs. Other income includes solar power credits at £2611 and VAT recovered for the work at Sudeley at £1040. 	

	<ul style="list-style-type: none"> • Most expenses are as expected. Clergy expenses are low due to the vacancy. Minor repairs have been minor. Utility costs are still in the range of the budget but I expect that to deteriorate later in the year. Other major repairs (code 61) comprise the upgrade to the AV system but that cost was reimbursed by the Friends of St Peter's. • In summary, there are no significant concerns going forward but with only £40,000 of 'ready cash', cash flow might get challenging as our major projects at St P and Stanley Pontlarge kick off and requires careful monitoring. • Utilities were mentioned, and the Treasurer was asked if the utilities bills were in line with expectation. The Treasurer responded that the gas bill in the last full year was in the region of £5000 for St Peter's Church, and that in future it is likely that all utility bills will rise. <p>8.2 Use of funds from Teachers' House (RS)</p> <ul style="list-style-type: none"> • A Working Group of Judith Skinner, Tim & Felicity Hall, Charlie Bagnall and Robert Stone met on 14th June. Whilst a number of options were explored to make best use of the £300k receipts from the sale of Teachers House it was considered that options were limited in view of the need to ring fence £70k to fund a three-year appointment of a Families and Children's Worker, our ongoing expenditure exceeding income, and the pressing need to provide investment income against the current reality of lower giving by parishioners. The PCC agreed that £70K will be ring-fenced for the Families and Children's Worker, and that the rest will be placed in Reserve. • The possibility of using some of these funds to improve the efficiency of the heating system in St Peter's was discussed, but was discounted with other external funding approaches discussed. 	
9	<p>Churchwardens and Fabric Update (SA)</p> <p>9.1: St Peter's:</p> <ul style="list-style-type: none"> • On-line audio-visual (AV) provision of services: The work to upgrade St Peter's streaming capacity and SPC VoIP phone is ongoing. • Organ Repair. Components being shipped. Completion of works by Sep, but no specific dates yet. • Cockerel and Lightning Conductor Repair: <ul style="list-style-type: none"> ▪ Awaiting point of contact from Geof Adlington as to a way forward for the staff to be examined/repared. Re-guilding tbc. ▪ Lightning conductor will be addressed properly by Dawsons during their Jul inspection. • Memorial Benches/Font Cover: <ul style="list-style-type: none"> ▪ Awaiting feedback from Town Council Burials Committee who are due to next meet 25 Jul. <p>9.2: Christ Church:</p> <ul style="list-style-type: none"> • Defibrillator: awaiting DAC requested information from Sue Fleck. <p>9.3: St Michael's:</p> <ul style="list-style-type: none"> • Restoration Update: the roofing contractor, Nigel Brown, has confirmed that the dates St Michael's roof is to be done are Mon 19 Sep-Fri 7 Oct 22. The quotation remains the same ☺. There are no Sunday services or other events planned that I am aware of during this period. Therefore, relevant people have been asked to ensure that no bookings are taken during this period. Access to the churchyard for grave tendering will still be possible, but the site around the church will be fenced for Health and Safety reasons. I have contacted our insurers to inform them of these works taking place. <p>9.4: St Mary's:</p> <ul style="list-style-type: none"> • Future: The Church Commissioners (ChCm) have replied to the Castle's solicitors and are optimistic that the ChCm can recommend that the Diocesan Mission and Pastoral Group (DMPG) begin its consultations; they are next due to meet on 1 Sep and this item is expected to be added to their agenda. If that is the case, I have proposed that this is an appropriate time for our PCC to take up the ChCm's offer of a briefing to the PCC to achieve the necessary PCC's Resolution before going to DMPG. I await ChCm feedback. If so, the remaining activities would expect to be: <ul style="list-style-type: none"> ▪ PCC briefed in detail for the voting for final approval of a PCC Resolution to transfer ownership. ▪ Assuming PCC agreement, it is then pass this to the Diocesan Mission and Pastoral Group (DMPG) who will, if happy, forward the intent to stakeholders for their agreement. ▪ Subject to no pushback, DMPG forwards this to Church Commissioners who do same to a wider audience via a Draft Pastoral Scheme. ▪ After that, the relevant transfer process would be arranged. ▪ Timeline: all things going well (!!!), this might be completed before end 2022. 	<p>SA</p> <p>SA</p> <p>GA</p>

	<p>9.5: Churchyard Burial/Interment Policy: after considerable local negotiation and approval by respective Dep Churchwardens, a draft policy was circulated for the PCC's comment and approval (see Attachment 2 below). The meeting approved the policy.</p> <p>9.6 Fabric Committee Update (GA)</p> <ul style="list-style-type: none"> Nothing to report <p>9.7 E-agreed Subjects Since Last Meeting were noted as follows:</p> <p>9.7.1 Eucharist Ministers List Update (19 May 22).</p> <p>9.7.2 Winchcombe Churches Together Constitution (4 Jun).</p> <p>9.7.3 New Treasurer (2 Jun).</p> <p>9.7.4 Paschal Candle Stand (15 Jun)</p>	
10	<p>Vacancy: The following update was provided by SA:</p> <p>10.1: New Interviews Timetable & Volunteers:</p> <ul style="list-style-type: none"> Advertise Church Times newspaper: 8, 22 Jul, 5, 19 Aug. Advertise Church Times website: Fri 8 Jul-10am Fri 26 Aug. Advertise Gloucester Diocese website: Fri 8 Jul-10am Fri 26 Aug (applicants closing date). Shortlisting meeting: 31 August at 7:30pm (SPC). Interview date – Mon 26 Sep. Buffet lunch booked. Bishop of Tewkesbury will offer the chosen candidate the appointment formally and, as a rough rule of thumb, the announcement of acceptance takes place a month later, with some 3 months before the candidate arrives noting the possible need to extract themselves from their current appointment. SA awaits feedback on the proposed running of the interview day from the Archdeacon's office which will depend on the number of candidates to be interviewed. However, as asked for to support the previous interview date, I am seeking volunteers to be candidate guides. <p>10.2: Service Delivery to Christmas and Diocese Support. Our Ministry Team have agreed a possible Advent and Christmas timetable noting known requests from churches and will produce a draft plan for CWs. CWs have additionally found external Diocese support to lead 2nd Sunday services at St Peter's from Oct 22-Jan 23 to reduce the burden on the Ministry Team.</p>	
11	<p>Worship As noted at Item 6, under current covid conditions, it was unlikely that Eucharist with drinking from the chalice will return but will be experimented again likely in Oct.</p>	
12	<p>Children and Families</p> <p>12.1 Messy Church JS reported that there was no change to the position with regard to Messy Church and that it will be rested, at least until a new Priest-in-Charge is in place. This item will be removed from the agenda until Messy Church is restarted.</p> <p>12.2 Families and Children's Worker (RS). All being well this post will have been advertised by 18th July. Advice has been received from the Diocese on the wording of the advert, the job description, and the application form. It is planned to hold interviews on 1 September. Rev Mike Holloway will chair the Panel which will include Jo Wetherall, the Diocesan Growing Faith and Spirituality Officer.</p>	JS/Sec
13	<p>Pastoral Group The Pastoral Care Team met on Thursday, 7th July. Those being contacted and visited were discussed and the Pastoral Care Index updated. The team of seven is managing well and it was decided that the brief could be widened. Initially it was felt we would primarily respond those at a point of critical need or crisis situation. It has become clear that there are many in our Parish Family who feel lonely and rather abandoned when they are no longer able to physically come to church, and so the Pastoral Team has been able to contact and visit several of these parishioners who feel valued and are extremely appreciative. It has been requested that the Home Communion Team ask if any of the parishioners they go to would like to be contacted by the Pastoral Team. This would mean that this housebound group receives a visit from a member of the church roughly every two weeks. The Pastoral Team welcomes referrals via the co-ordinator, Judith Skinner 077 098 02633.</p>	
14	<p>Diocesan and Deanery Synod Feedback</p> <p>14.1 Deanery Strategic Planning Meeting Feedback (GA)</p>	

	It was noted that the Strategy took a lot of effort and will be a very useful document. It will be presented to others soon, who will be have the opportunity to provide feedback.	
15	Winchcombe Churches Together (RS) As the Methodist Church will be leaving its building in October it has been decided to move Meeting Point, its community coffee morning, to the Guide Hall. Good progress is being made on the 2 nd edition of Winchcombe's Health & Wellbeing Guide.	
16	Winchcombe Community Network (WCN) There was nothing significant reported.	
17	Safeguarding PCC members were reminded by SA that they have to do the Basic, Foundation and Domestic Abuse on-line training and pass your certificates to Lynne Banks as detailed in her email (from PCC Sec) of 19 Jun 22. PCC were asked to approve that the Pastoral Group, Toddlers Group and Choir remain as the areas identified as part of "Church Activities Involving Children and Vulnerable Adults" as identified on the Parish's Safeguarding Dashboard. This was so approved and the Safeguarding Officer informed.	
18	Magazine No business reported.	
19	Eco Group: 19.1 Future Heating/Lighting options (RS). A quotation of £60k has been received from Electric Heating Solutions to upgrade the existing lighting chandeliers and replace them with improved lighting and heating chandeliers. These would provide flexible heating where needed in St Peters. Installation will take 2 weeks with no disruption to church services. The Diocese is aware of this form of heating scheme which will considerably reduce the need for increasingly expensive gas, and complies with their advice to heat people rather than buildings. Full details have been provided to the Chairman of the Friends who plans to visit a church in Wales to appraise this heating in operation next month. It was proposed that, when ready so to do, the PCC is offered the chance to physically see such a system in place and working in Winter conditions. This was agreed and RS asked to note. Post meeting note: RS has sent round the following link: https://www.electrichheatingsolutions.co.uk/Content/ChandelierHeating 19.2 Update on draft-prevention curtain and water-butt (AA) AA passed on the thanks of the Eco-group for the PCC's endorsement of their work on the water butt and the draft-prevention curtain.	RS
20	Events 20.1 Fundraising <ul style="list-style-type: none"> The Parish fête of 2 Jul had some 340 visitors (79 children) and made approx £2,700 Net. Propose the date for 2023 is Sat 1 Jul. It will be my last so I am looking for someone to be on my shoulder to see how I run it. The Book Fair overseen by Jo Rees has taken £640. Congratulations and thanks to Jo. The Choir Concert raised £1100. Son-et-Lumière (4 Nov): nothing significant to report from Rob Davies. Curry Evening (early 2023): nothing to report. Looking for a leader. Progressive Supper (Spring 2023): nothing to report. Looking for a leader. Events Clash: We have been asked to note that monthly meetings of the Winchcombe History Society (last Mon) and Film Club (last Fri) should ideally be avoided for our own events. WFMA: St Peter's Sat 17 Sep (Vox Anima Chamber Choir; an ensemble of 9-10 players). FoSP for bar tbc by SA. 20.4: St Kenelm's Pilgrimage in St Peter's 23 Jul (JS): We shall be hosting the St Kenelm Pilgrimage on Saturday, 23rd July,2022. This is being organised by the clergy of All Saint's church in Cheltenham. A Eucharist will be celebrated at 10.30am, possibly followed by a Service of Healing, in St Peter's. A picnic in the churchyard will follow and all are welcome.	All All All SA
21	Business from: St Peter's, Winchcombe: <ul style="list-style-type: none"> The Ukraine collection box has banked £692.28 since it was set up at the suggestion of Martin and Lynn Gorman. Additional vergers for baptisms, funeral and weddings are sought. 	

	<ul style="list-style-type: none"> It is hoped to advise the PCC on progress with (a) more flexible use of the nave by putting caster wheels on pews was discussed – as a way to make the space in the church more amenable to some fundraising and social events (See matters arising above also). The option of using flat-bed removal trolleys was also discussed; it was concluded that the matter required further investigation to make it viable.; and (b) altering a small pew to create an alternative altar immediately below the step before choir stalls when we next meet. Efforts have been made to solve the problem with the door handle & lock of the disabled toilet. <p>Christ Church, Gretton:</p> <ul style="list-style-type: none"> Organists – since our regular organist had to give up due to ill health, we have been lucky enough to have Stewart Aylward play for us on second Sundays, and have recently been fortunate in obtaining the services of Mark Thompson from Stanley Pontlarge for fourth Sundays. We are very grateful to them both! Jubilee Service – our Jubilee Thanksgiving service was a great success, with thanks to Rob Pestell for a very uplifting service. Despite uncertain weather, the Pimm’s reception following the service was much enjoyed by all. Fête – again despite the weather, Christ Church’s Ladies Accessories stall proved to be a reasonable success, with £115 raised for the Christ Church designated fund. Defibrillator – following a request from Gretton Parish Council, we are investigating the possibility of having a defibrillator installed in the church porch, to service the lower half of the village. Donation Box – since our wooden donation box was vandalised to destruction several years ago, we have had no means of enabling visitors to make donations. The PCC agreed and suggested that Sue speak with RS and Mark Mulley to investigate the possibility of having a contactless donation machine, or failing that some method of installing a vandal-proof box. <p>St Michael’s, Stanley Pontlarge:</p> <ul style="list-style-type: none"> Monthly services: Monthly services have continued well, with around 15 attendees. Gill Badger continues to organise flowers, cleaning, readers and more; we are very grateful for all her work. Friends’ meeting: A meeting of the Friends of St Michael’s took place on June 22 and was Chaired by Rosemary Hancock. The Chair, Treasurer and Secretary were all reappointed to their positions and we thank them for their work. New ideas for raising money for the church were discussed as well as other business. Future services: It was thought appropriate that monthly services should continue for the time place, and generally take place at 9.15 on the third Sunday of the month. Festive services are slightly different, and it has been proposed that a Harvest Festival take place on the third Sunday of September at 6pm (18 September), and that the Carol Service could take place on Friday 16th December at 6pm. Both proposals are to be confirmed by the Parish Team. Fete: A ‘Guess The Weight of the Cake’ stall raised £30 towards the cost of church repairs, and the stall provided the opportunity to talk to many people about St Michael’s. Thanks to Rosemary Hancock for making and donating the cake and to those who managed the stall. Change to Choral Evensong: Choral Evensong was to be held on Sunday 17th July but owing to the heatwave this has been cancelled. A holy communion service will instead be held at 9.15 as usual, and the Evensong will now take place on 4th September. In the meeting LW also expressed an interest in a contactless donation machine being acquired for SP. <p>St Mary’s, Sudeley:</p> <ul style="list-style-type: none"> The last service was 26 Jun with 4 attendees. Next service on 24 Jul. From 19 Apr (when the Alms Box was last emptied) to 26 Jun, the Alms box reaped £236.62, so a total of £354 this calendar year. 	
22	<p>AOB</p> <ul style="list-style-type: none"> SA noted the need for Baptism Vergers, and proposed that each Baptism Verger be paid an honorarium of £10, to be paid by the PCC in recognition of their efforts. This proposal was approved. Gill Hargreaves was proposed as a Eucharist Minister and this proposal was approved. 	
23	<p>Dates of Future PCC Meetings: 19 Sep; 14 Nov. All at 7.30pm.</p>	
24	<p>The meeting closed at 8.40pm with all saying the Grace.</p>	
<p style="text-align: center;">Approved: _____ Date: _____</p>		

Attachments:

1. Winchcombe Parish Receipts and Payments To Date.
2. Winchcombe PCC Burial and Internment Policy

Attachment 1

Winchcombe Parish Receipts and Payments to date

Code	Description	Unrestricted £	Budget for 1st 6 months £
1	Total planned giving	35,451	32,500
3	Other collections at services	2,623	3,000
5	Other Giving & Donations - Non-Recurring	3,788	3,000
6	Special Appeals	1,030	0
7	Gift Aid Tax receipts under direct Stewardship	7,155	8,500
8	Legacies received	0	0
9			0
10	Non-Recurring Grants	4,875	250
11	Fund Raising Events	5,014	3,500
12	Dividends & Interest	1,558	1,375
13	Income from Properties	600	0
14	Net Parochial Fees Income	7,572	4,500
15	Bookstall, Magazine etc	3,912	4,000
17	Income from other Church Activities	151	50
21	Service Fee Reimbursement by DBF	3,000	1,000
22	Other Income	3,948	2,000
	Total Income	£80,677	£63,675
30	Fund Raising Costs	-419	-250
31	Donations/Grants to Charities & Mission Giving	0	0
32	Parish Share	-48,790	-41,817
33	Salaries & Wages	-7,372	-6,615
34, 35 & 36	Clergy and Other Expenses	-147	-200
37	Local Mission and Evangelism Projects	-74	-200
38	Children/Youth Work costs	-222	-400
39	Insurance costs	-7,561	-6,750
40	Cleaning costs	-268	550
41	Minor Repairs/Routine Maintenance	-1,421	-1,250
42	Administration costs	-2,209	-1,000
43	Other Church Expenses/Provision of Services	-902	-750
44	Churchyard Maintenance	-963	-800
45	Flowers	130	-100
46	Music costs	-1,464	-1,250
47 & 48	Utilities (incl Heat, Light and Water)	-6,509	-5,500
49	Costs of Trading	-2,855	-2,375
55	Service Fee Remittance to visiting Minister	-3,000	-1,000
58	Sundry Expenses	-1,514	-900
59	Major Repairs/Redecoration to Church Building	-6,679	-8,500
60	Major Repairs/Redecoration to other properties	-1,696	-1,250

61	Other major repairs/expenses	-3,630	-1,250
	Total Expenses	-£97,565	-£81,607
	Net Surplus/-Deficit to date	-£16,888	-£17,932
	Unused Grants for Stanley P works		
	Unused donations for St P organ fund		
	Actual surplus/ deficit to date	-£16,888	-£17,932
	Budgeted Deficit for 12 months to 31 December 2022		

Attachment 2

11 Jul 22

WINCHCOMBE PCC BURIAL & INTERMENT POLICY

INTRODUCTION

1. The most recent Diocesan churchyard regulations are at <https://www.gloucester.anglican.org/parish-resources/church-buildings-and-churchyards/churchyards/>. They are issued by the Diocesan Chancellor and have the force of law. They cover such matters as: who can be buried in a churchyard; where they can be buried; burial of ashes; memorials; trees; etc.
2. At paragraph 1.7, it states “The day to day care of a churchyard is the legal responsibility of a PCC ... so the PCC of a parish church is entitled to adopt its own regulations supplementing these Regulations provided that they do not purport to authorise any matter that is expressly not authorised by these Regulations. Such regulations may be more restrictive than these Regulations provided that they are reasonable ...’.
3. After consultation with Deputy Churchwardens and research via the Diocese Advisory Committee and Registrar, the purpose of this document is to detail PCC authorised local regulations that are written down, readily available and transparent so that any future decisions or guidance given to those wishing to be buried or interred¹ are not arbitrary.

COMMON TO ALL LOCATIONS

6. The following points are common to all churchyards overseen by the PCC. However, there may be minor variances of certain points as indicated in the specific directions for each churchyard which will supersede these general points. Directions regarding cemeteries overseen by Winchcombe Town Council can be provided by funeral directors.
7. In accordance with Diocesan regulations, those who have a legal right to be buried or interred within an open churchyard in the Parish are individuals who either:
 - a. Were a parishioner within the Parish at the time of death.
 - b. Died in the Parish’s area.
 - c. Are named on the Parish Electoral Roll at the time of their death.
8. However, as a general principle, burials and interments will be encouraged to take place in the appropriate churchyard serving the deceased’s local area (Winchcombe/Greet, Gretton, Stanley Pontlarge) or where they were a regular congregant. Variances to this general principle will be adjudicated by the Incumbent, Churchwardens and the respective Deputy Churchwarden with the Incumbent having the carrying vote should there be no majority view.
9. Those from outside the Parish may be buried/interred within it with the permission of the Incumbent who, if necessary, should consult with the PCC in relation to the exercise of that discretion. As guidance, some of the following criteria will be considered subject to space being available:
 - a. That space is estimated to be available in respective churchyards for the next 10 years for the burial/interment of those with a legal right to be buried/interred.
 - b. That the individual lived in the Parish not longer than 10 years ago.

¹ The phrase interment/interred etc refers to cremated ashes.

- c. That the individual has relatives of one generation removed (eg, parent, aunt, cousin) buried in a churchyard.
10. Interred ashes will be poured in preference to softwood caskets. If caskets are used, they should have no non-organic elements (ie, all elements must be able to bio-degrade and dissipate within 10 years).
11. For interments, the deturfed plot size is 25 x 25cm and will be dug to an accommodating depth for poured ashes of 20cm (8") deep and boxed ashes at least 45cm (18") deep.
12. Markers and Memorials.
- a. Markers for burials follow the guidance within Diocesan regulations.
 - b. Interment plots are unmarked but their locations and details are held in St Peter's Centre office and duplicated within respective churches. Respective Deputy Churchwardens are to ensure that the details are confirmed as correctly synchronised at least annually.
 - c. In general, interment plots may have small temporary memorial tokens (eg, flowers) placed upon them. Other small temporary memorials (toys, crosses etc) are not actively encouraged but will be respected. In any case, all memorial tokens will be removed at the discretion of Churchwardens or those to whom they delegate, once the token has deteriorated to a state that it no longer matches the dignity of its surrounds.
 - d. Other memorials such as garden benches in churchyards or furniture within churches may be allowed at the discretion of the PCC but will be required to match the general style of their surrounds.
 - e. Where requested, the names of those both buried and interred within the Parish are recorded in the central Book of Remembrance held in St Peter's Church.

ST PETER'S, WINCHCOMBE

13. Burials. The churchyard was closed by an Order of Council of 8 Feb 1855 but with effect from 1 Jan 1856. This means that no new burial ground shall be opened or burials take place. Ownership remains with the PCC, but maintenance is legally the responsibility of Winchcombe Town Council.

14. Interments.

- a. There is a Garden of Remembrance at the East end of the church, created in 1996 for which the faculty exists in Diocese records dated 7 Mar 96. It is a perpetual (referred to as 'reusable' in the faculty papers) Garden of Remembrance which is characterised by not having any above-ground fixed markers. The 1996 faculty has no provision for memorial stones to mark the points of interment and, as the churchyard is "closed", it is also unable to accept memorials except in the most exceptional circumstances and then only through a faculty.
- b. A former Garden of Remembrance exists on the South East corner of the church but is an anomaly without any known Diocesan/parish record. As such, it is not used for internments.

CHRIST CHURCH, GRETTON

15. Burials. There are no additional specific guidelines beyond those in the Diocesan regulations.

16. Interments. A Garden of Remembrance and standing stone was authorised by faculty by the DAC in Sep 03 in the South West corner of the churchyard. Christ Church follow the same Parish policy regarding having no fixed markers of individual plots.

17. Interment Markers.

- a. The names of interments and date of death are written in the Book of Remembrance in the glass cabinet by the font in the church.
- b. Whilst informally some fixed markers were put in place aligned with the South churchyard hedge, these are not to be seen as precedents for future markers which are not encouraged and would require a faculty.

ST MICHAEL'S, STANLEY PONTLARGE

18. The preservation of the church and its churchyard are sensitive matters to the Stanley Pontlarge community and its supporting congregation and are mindful of William Morris' observation that "we are only the trustees for those who come after us" balanced with the needs of the present day. The churchyard is small and facilities are limited. Historically, burials and interments have been infrequent and have been at a sustainable level. The enduring feature has been informality and respect for this ancient place.

19. Burials. Burials will not take place within 4ft (1.25m) of a church or boundary wall. Burials are unmarked and, when a burial is made, its position, name and date of death is noted on the master digital churchyard plan held by the St Peter's Centre office and replicated on the wall mounted map in St Michael's. The updating of the latter is the responsibility of the Deputy Churchwarden.

20. Interments. An informal, non-faculty Garden of Remembrance is identified with marker stones in the North West corner of the churchyard avoiding drains, wires, yew tree roots and existing graves. It has space for 16 ashes interment sites, each 25cm square, arranged in an area 50cm x 2m. A wooden template is kept in the church which when placed on the stones on the ground will identify the individual plots. Interments are identified on a digital map held by St Peter's Centre office, and on a wall mounted manuscript map in the church. The updating of the latter is the responsibility of the Deputy Churchwarden.

21. Burial and Interment Markers. Grave markers or memorials, wreathes or flowers are not permitted.

22. Parking. Sited on a single-track lane, in regular use by heavy farm vehicles, the area struggles to accommodate residents' vehicles and any increase in visitor traffic is difficult to accommodate. The church has no designated parking and space for parking in the hamlet is extremely limited². This will limit the numbers able to park in the immediate area to attend burials or interments. Should future changes need to be made, these are to be made after consultation with the Stanley Pontlarge community.

ST MARY'S, SUDELEY

14. There is no burial site or area for interment. There is a crypt which is reserved for the Dent-Brocklehurst family or those the family agree to be interred there.

² The road leading to and through Stanley Pontlarge is a public highway from the main road up to the South corner of the church wall. After that it is a private road and so carries no automatic entitlement to park by the general public.