



Meeting Notes / Minutes

Meeting of 9th February 2026

The meeting was called to progress the invitation to those that indicated they were willing to volunteer to help with the church renovation project.

Those volunteers were.

6 off interested in communications.

1 off in project management.

1 off willing to chair.

3 off to help with new events.

11 off for fundraising.

1 off concerning practical help in maintaining the church.

1 off for treasurer.

It was agreed to have the new volunteer meeting on Thursday March 19th in the meeting room.

At 7pm.

To send out invites (by email) then reminders.

To 'get to know each other.

To introduce the terms of reference.

We agreed to use the wording supplied, but with the word 'repair' replaced with 'renovation'.

Note: Make sure the heating is on and that there are light refreshments.

Note: We'll use some form of 'headed paper' for communications.

There was then an open forum where two main issues were talked through. These were

- 1) We need an overall list of who does what rearranged into a timeline
- 2) We need to know who is going to responsible for each task and by when.

Some items that sparked that discussion were

- 1) Progressing the Architect's brief (Tender invite) – what else needs to be done for that brief?
- 2) A list of exactly what works are included in that proposals
- 3) Do we need a 'new' quinquennial or is the current one dated 2023 new enough?
- 4) When is the preliminary enquiry to the Lottery Heritage Fund to be made? Date?
- 5) We need to start recording funds in / out for completeness.
- 6) Who does the preliminary enquiry?

There was the general feeling that 'we need a project plan of some sort' to start to understand the process.

The proposed invitation is attached.



The Church of England
Diocese of Ely

All Saints' Church, Walsoken
Renovation Project

All Saints' Church PCC
Church Road
Walsoken
Wisbech
PE13 2RA

9th February 2026

Dears All

Thank you for replying to our recent community survey and for kindly expressing an interest in getting involved with our new Church Renovation Project Team

The first meeting of this group has been scheduled for **7pm on Thursday 19th March 2026** at All Saints' Church, Walsoken.

There will be no fixed agenda, and the idea would be to introduce members to each other in the first instance, to introduce the terms of reference to the group and identify possible roles and to receive questions and suggestions. We would like to use this first session to also reflect in greater detail on our plans for the repair project and how we may work together to renovate and improve the church while engaging proactively with the community.

I realise that the date may not work for everyone so will fully understand if you are unable to attend nevertheless, I think it would be a good idea to get things moving and I do hope you will be able to join us. We intend to create a mailing list to provide updates after this meeting and throughout the project, do let us know whether you would like to receive these updates.

Please let me know if you are able or not able to attend.

I look forward to hearing from you.

Best wishes

Please RSVP to Bob Cox

Email: bobcox13013@aol.com