



CHURCH OF ST. NICOLAS, CRANLEIGH, SURREY

**Minutes of the Annual Parochial Church Meeting
held in the church on Wednesday 19th April 2017
MEETING OF PARISHIONERS or VESTRY MEETING AT 8:00 PM**

Chairman Revd Roy Woodhams, welcomed parishioners to the meeting and led the opening worship, 90 parishioners attended the meeting.

1. Apologies for absence to cover both meetings: Maurice and Gill Bowles, Revd Ian and Susie Maslin, Sue Knight, Linda King, Peter and Edna Bond, Fiona Cantello, Chris Robinson, Richard Anselm, Lillian Reynolds, Jean Johnstone

The Rector then opened the meeting with prayers centred on Philippians 4: 1-9

2. Minutes of meeting of Parishioners: April 13th 2016 were presented. Kate Woodhams proposed that they be accepted, seconded by Michael Wild. The meeting agreed and the minutes were signed as read.

3. Matters arising: None

3. Election of Churchwardens: Revd Roy Woodhams reported that Antony Garstone was standing down early due to ill health but would put himself up for election as a member of the PCC, that Katherine Tuck and Michael Roberts were standing for election. There being no other candidates they were unanimously elected.

Katherine Tuck was nominated by Gill Carr and seconded by Rosemary Burt, Michael Roberts was nominated by Antony Garstone and seconded by Katherine Tuck

ANNUAL PAROCHIAL CHURCH MEETING

1. Minutes of the last APCM meeting held Wednesday 13th April 2016
Doug Lock proposed the minutes be signed as read, seconded by Howard Cherry and agreed by the meeting. The minutes were signed by the Chairman.

2. Matters Arising
None



3. Elections for Deanery Synod

Those nominated for serving on the Deanery Synod were Margie Nursey, Joan Connolly, Jan Goldsmith and Sandra Keeping. There being no other nominations they were duly elected to serve for the next three years.

4. Election of Parochial Church Councillors

The Rector thanked those retiring and announced that there were 5 vacancies this year but that it was not necessary to fill all of them. Four nominees, Rosy Kidd, Antony Garstone, Sue Knight and Simon Smith were duly elected. The meeting was asked if there were any further nominations and Colin Tilbury was proposed by Sue Ansell and seconded by Sally Jones. There being no other nominations he was elected to the committee.

5. Election of Sidespeople (listed at the end)

Proposed by Katherine Tuck and seconded by Judy Wedderspoon

6. Presentation of the Electoral Roll.

Margie Nursey reported that the Electoral Roll has been amended. As at 2017 there were 336 people on the Electoral Roll against 362 in 2016. Since then 9 people have died, 3 people have moved. A total of 35 deletions plus 9 additions. 10 of these people live outside the GU6 Postcode but come to our Church regularly.

7. Annual report of the Parochial Church Council presented by the Hon. Treasurer.

The Rector pointed out that the Annual Report was an important document, which was available to view on the church web site. There were no questions from the meeting on the report itself.

The Honorary Treasurer, Jeff Wood, then made his report. He thanked the numerous people who, behind the scenes, made it possible for him to provide accounts for the church, mentioning Herb Cherry, Malcolm Keeping and Fiona Cantelo, and those who provided the activity reports each year.

The highlights were that in 2015 the church had a surplus of income over expenditure of £20,754 of which £17,190 came from renting out 22 Orchard Gardens. This compared to the loss for the current year, 2016, of £15,874. Revenue was £243,740, expenditure £259,613. The balance sheet total for 2016 was £1,197,756 being the sum of resources and banking. Monetary asset was £96,105 with liabilities of £8,347. The Fixed Asset element (church rooms and 22 Orchard Gardens) would be revalued this year, 2017.

As a rule of thumb any surplus tends to equate to the rent from 22 Orchard Gardens. We should have 6 months clear funds, £130,000, but that is not happening. Fetes and



Fundraising are bringing in more but we are feeling the effect of not seeing income from Orchard Gardens.

Expenditure has gone up across the board. Parish share almost equals planned giving, and the building eats into income. Budget for 2017 has income at £248,340 and expenditure at £264,850, again a deficit. As such we need to go out to the community to increase the amount available for maintaining the building. And any deficit depletes the amount in reserve. Looking to 2018 we will have costs of £263,000, a full time youth workers, increased Parish share and increased inflation. If our income continues at the same rate we are looking at another deficit of £28,000. However there is good news as a number of parishioners have pledged £12,575 for the youth workers costs. Again more needs to be found.

In summary he told the meeting that we have to close the funding gap, minimise expenditure, increase planned giving, research and apply for grant assistance and launch 1170 as an additional revenue provider.

There were questions regarding the Parish share and whether we could appeal for a moratorium. The Rector explained that this was not possible, that we had a stay of increase in the last year and that whilst we were one of the wealthier parishes in the Diocese we did benefit hugely from the resources that we call upon, which, if paid for separately would probably cost more. It was also pointed out that the share covered the clergy costs.

A second question queried the cost of the youth worker and this was to be between £23,000 and £26,000.

The Rector thanked Jeff Wood for all his hard work.

7. Hon. Stewardship Recorder's Report

Herb Cherry reported that this was his 30th annual report for the year 2016. During the year there were 83 weekly white envelopes issued, a decrease of 14 on the previous year. Tax was recovered on 76 of those envelopes. During the year the previous year.

There were 118 donors who gave by Bankers Order. This giving amounted to £64,054 and tax was recovered on £63,374 of that. Total giving by both white envelopes and Bankers Orders was £95,097. 324,876 was given in other Gift Aided Envelopes, a reduction of £3,400 on the previous year. Tax recovery for the year was £29,993.



There were still numerous £5 and £10 notes placed in the collection plates instead of use of the blue envelopes. £150 in cash is regularly received at a single service. Nearly £1,000 was given in cash over the Christmas weekend alone. We must make a concerted effort to ensure that these sums are reduced in favour of blue envelope donations or planned giving. Everyone should carefully consider their giving and if they pay tax sign a form for all donations. The money received from HM Customs and Excise make a considerable difference.

8. 1170

Howard Cheery told the meeting that £200,000 was needed to bring the church into reasonable repair. The church means a lot to many people and it's time to reach out further for help. Originally thought of as Friends of St Nicolas to appeal to those outside the church a new vehicle is needed. The feeling is that the name 'Friends of' doesn't appeal whereas '1170' will do and 1170 is planned to produce between £30,000 and £40,000 per year. The name has been adopted by the PCC and refers to the date when the church first started in Cranleigh. It is will be a separate charity, at arm's length from the PCC. It is hoped to stage its first event in late summer 2018.

9. Churchwardens' Reports.

Katherine Tuck reported that:

On May 3rd Antony and I, along with some St Nicolas' members for support, went to St Peter and St Paul, Godalming for the Archdeacon's visitation where we were commissioned for the following year.

In the service, we promise to 'discharge the duties for the parish in which we have been chosen.' Note the word chosen – not elected or 'had our arm twisted again' – with its implication that the will of God has been involved in the decision. If, when we make the declaration we have little idea of what those duties might be then the hand of God will guide us – as will the incumbent and quite often those who have gone before as churchwardens! And joking aside I have so often been grateful for that guidance!

In July we celebrated the arrival of our new curate Ian Maslin and his family. Ian has certainly made his mark in the parish, with his blue hair at holiday club and wetsuit and flippers to talk about Living water, to name just two instances.

Also in July we said goodbye to the lovely Frett family as they moved on to pastures new.

Led by Georgie we held an action-packed holiday club as Guardians of Ancora in August, where we brought the light back to the city by finding a lost Bible story



treasure each day. Some 60 children attended – ask any of our Kids of Faith to sing you the theme song!

The Mothers' Union service on November 6th to celebrate our 100 years was a truly happy occasion, followed by a superb tea where we were waited on by some MU husbands. We are very grateful to the MU for the gift of the much needed tablecloths that they gave to mark the occasion.

The Christmas tree festival was another enormous success and supported once again by Santa Fir, who donated the Christmas trees as well as our large tree in the sanctuary, which again this year I had the pleasure of helping to decorate.

January 2017 saw us saying goodbye to Georgie and wishing her well in her new ventures. A sizeable cheque was presented to her along with other small items to remind her of her time with us and a resolute Georgie succumbed to a few tears at Roy's speech and presentation (along with one or two others I suspect.) It is a testament to the willingness of people in St Nicolas that all the groups can continue in this period without a Youth Minister and we recognise and are grateful to those who have agreed to lead the groups.

A small working team has been preparing the way, along with a job spec and parish profile to try and entice prospective youth ministers to our door! We are shortlisting applicants at the beginning of May, with full interviews held on the weekend of 19th and 20th. Please pray that God will send the right person to us.

Recently we had reason to realise that we did not have risk assessments in place for all our groups and activities and we have taken steps to remedy this. It has been a worthwhile exercise which we plan to repeat annually. A few things have come to light which have been or are currently being addressed. Thank you to all those leaders of groups who I had to ask to complete a risk assessment, for doing it promptly and taking on the extra work it involved willingly and without too many mutterings under their breath!

There are a few people whom I must recognise for their help and continued patience:

- All Assistant Church wardens who support Antony and me and help cover all the services, ensuring their smooth running. Howard Hardy has decided to retire from this role and I thank him for all the time he has given as Asst CW, and especially for the support and encouragement he has given me personally
- The great team of reliable and friendly sidespeople and Ushers who also keep the services running smoothly. I would like to make special mention of one of our longest serving and most experienced sidespeople, Tony Thorogood, whom we lost so very recently.



- All our welcomers , greeting people with a smile.
- The 'Alb' ladies - Sandra, Sue, Gill, Diana, & Chris who continue to launder the albs regularly.
- Dennis Loveless and his team of cleaners who keep our church spotless and gleaming. Thank you also to the ladies – and some men -who worked so hard at our annual Spring clean before Palm Sunday and especially to Angela and Michael Wild for overseeing the morning.

Dennis will now step down from co-ordinating the cleaning team and I thank him for his tireless efforts over the many, many years that he has looked after this. Celia Jenkins will take on this role from Dennis.

(Presentation to Dennis)

- Val and her team of flower ladies for their skill and creativity in bringing beauty to the church
- Sue and Colin
- Margie - who is always happy to offer help and advice. Thank you for the coffee this evening Margie
- To Antony. He has been a great 'other half' of this job; when he took over from Jim the transition was seamless and Tony certainly knows his 'stuff' when it comes to buildings. His sense of humour has meant that much fun has been had over the year. I'm truly sorry that Antony feels he must step down, but his health must come first and I am delighted that he will stay on as Assistant CW.
- And to Roy – for his ongoing support. Roy works tirelessly for this parish, understands that we all have busy lives but that volunteers are vitally important to the church, encouraging people to use their talents to best serve God and the church. I think many of us have been on the receiving end of his excellent culinary skills and his and Kate's hospitality.
- Thank you to everyone for their help and advice and support over this past year and for having faith in me as I embark on my 3rd term as your churchwarden.

Antony Garstone reported

Thank you Katherine for that most comprehensive report.

If I may, I will endeavour to update you on what has been going on, in and around the church this year.



- Can I confirm that the Inventory and Terrier are all up to date? The Terrier, if you are not familiar with the terminology, is basically a list and series of photographs of everything in the church. The entire communion silver, brass candlesticks, processional crosses etc. are listed. This
- Katherine and I completed and duly signed in February. You will have had details from Jeff of the valuations regarding church properties and their insurances.
- We have certain routine things like lightning conductor checks, ladder register, which is up to date, including a recent purchase for the flower ladies.
- All the boilers are serviced and certified. We have made arrangements for our service agent to hold some spares for the church boiler. In view of what happened at Christmas and there were no spares available. We felt that in order to speed the process up, we would hold some spares that are likely to fail. We can't have another experience like last year.
- You will have noticed that the drains in the car park have been refurbished. The old system was no longer fit for anything, so it was agreed that we should replace the old plastic channels with concrete gullies, which
- should now be much more serviceable. This was at a cost of £1400 and will improve the access and be safer.
- The lighting has been updated in the St Andrew's room. The replacements are very modern, LED and very economical. The light is, I think very good and I think we have plans to replace the main kitchen lights with similar lights. The cost will be more than made up by the economy of the LED's (£375 for the St Andrews room and the running cost cut by at least half.)
- The additional light in the churchyard was erected in memory of Peter and Ann Spring. Peter was one of the original founders of TFR over 25 years ago.
- TFR enabled so much to be done for the children over the years. Volunteers, not only from St Nicolas, but also all over the country, made regular trips every year.
- So it was with great pleasure that we accepted the gift of the light in the churchyard from Jonathan Spring in memory of Peter and Anne.
- The Mulberry Tree caused us some concern when it lost a branch. Last year, Jim had the pleasure of clearing up when our Cedar of Lebanon shed a branch. This year it was the Mulberry. I understand that it happens from time to time when a branch grows towards the light and it gets heavy with foliage. It just can't sustain the weight and breaks. Ben Nicholson tidied it all up and I think it looks better for its trim. One comment by the tree men, the Lichen growing on the branches is a variety that only grows in clean atmospheres, which is a comfort in these days of concern about pollution.
- Part of our routine during the summer months is to remove as much moss from the church roofs as we can. It was pointed out to us, by the contractor, that the



- Horsham stone on the south aisle roof was not in a good state. On further inspection it became apparent that although the roof is not leaking, it needed major work done as soon as possible.
- To that end we have accepted one of three quotes for the work required, to be done by BJN, a roofing contractor from Horsham. This will start on August 21st and should be finished in about 5/6 weeks. We have seen similar work done by this company, locally, and are more than happy with the quality. (Work also for NT) The cost for this will be £27,000.
- This year we are repeating Heritage gift days with the same format, except that we shall have the exhibits in the church rather than in the church rooms. We hope that it will be as successful as last year. Certainly, the churchyard tours proved very popular.
- Last year we were spurred on to open up the c/yard. We had had several attempts to cut back the undergrowth but we decided that we needed to have a major clear up in time for Heritage Gift days.
- So the word went out and on the allotted Saturday morning we all gathered as arranged. About 20 of us ranging in age from 14 to 80 ish, worked for about 4/5 hours, mostly in the pouring rain, making a huge difference. We really let the light in and as a result we can be seen from the High Street,
- It was our contribution to “Outreach into the Community”!

All the trimmings were transferred to the Lions Bonfire.

- One more thing to remind ourselves about. We have now completed the handrails in the south porch. I hope that these are proving to be of use.

Before I finish and sit down, can I just say a big thank you to everyone that I have worked with over the last 12 month's. Katherine and Roy for their forbearance and of course all the people that help to make the place tick. Not least of course for Margaret's tireless efforts to keep me on the straight and narrow. I'm told I was grumpy from time to time! I don't know what she means so I will let that one go. But she has been a great strength and help along the way.

10. Adult and Children Safeguarding report.

Brian Boxall reported

In May 2016 the PCC voted to adopt the Diocesan Safeguarding Policy, to be repeated in 2017. There has been lots of investigation into churches, new processes put into place. Locally nothing has been reported but we mustn't be complacent. It's there to support both young and old and those who have suffered in the past. A thank you to Georgie and to those who have carried on after her.



The Holiday Club needed new people to support it and they were dealt with. There was a training event in 2016 to which 15 from St Nicolas attended. Many have been on training events and more are planned. Safeguarding is complex and the support team are paid for from the Parish share.

The congregation, as well as the PCC, are encouraged to be aware of safeguarding both the young and vulnerable adults.

11 Report of the Church Organisations

These are available on the web site.

12. The Rector's Report

I have now celebrated my fourth Harvest Festival with you, my fourth Christmas, and most recently my fourth Easter! So here we are, at my fourth APCM, and delivering my fourth Rector's Annual Report – doesn't time fly when you're having fun!

Each year, I have underpinned my reports with passages from scripture. In 2014 it was from John 10: *"I have come that you may have life, life in all its fullness"*. In 2015 there were two passages - firstly, from John 16:33: *" . . . in the world you will have trouble. But take heart! I have conquered the world"*, and then from Revelation 21:6 and 7: *"To the thirsty I will give water from the spring of life, as a gift. This is the victor's heritage; (that) I will be their God and they will be my people"*. And then last year from the First Letter of Peter, Chapter 1, Verse 3, one of the great 'rallying' passages of the New Testament: *"Praise be to the God and Father of our Lord Jesus Christ! In his great mercy he has given us new birth into a living hope through the resurrection of Jesus Christ from the dead"*. Now each of those passages in some way reflected aspects of how I was feeling at the time, and of what I felt I needed to say to you in those particular years! And this year I am going to underpin what I want to say with a verse from the passage which I used in the opening worship, from Paul writing to the Church in Philippi: *"Therefore, my brothers and sisters . . . stand firm in the Lord in this way, my beloved . . . Rejoice in the Lord always; again I will say, Rejoice. Let your gentleness be known to everyone. The Lord is near. Do not worry about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus."* This passage has much to teach us as a church!

There is no doubt that the church in our country is under the most enormous pressure that it has experienced in any of our lifetimes: falling numbers, crumbling buildings, extraordinary financial challenges, the relentless onslaught of secularisation! All of these things are the norm for Churches the length and breadth of Britain! Which is why we need, more than ever to *" . . . stand firm in the Lord."*



But at St. Nicolas we have much to give thanks for: our Sunday attendance statistics show us to be in the top 15 churches in the Diocese of Guildford, those numbers have remained relatively static across the past 10 years. We are largely within reach of being able to pay our way. We are experiencing growth in numbers of young families attending on a Sunday morning. We are generously staffed by our Ministry Team, and well-resourced with volunteers doing most of the things we need done day by day to keep going as a Church. All of which means that we must continue to “ Rejoice in the Lord always.”

Paul reminds the Philippian Church that “*The Lord is near.*” As a Church, we are constantly being reminded that God has been faithful to us through generations, and continues to be. Our PCC endeavours to seek God’s will in all that we do, staying close to him in our own discipleship, and secure in the knowledge that he is allowing his Holy Spirit to work through and in us.

Inevitably, there are times when we feel down-hearted. But again, St Paul reminds the Philippian Church, “*Do not worry about anything.*” Worrying is a worldly response, not a Christian one, and we must learn to have faith and to have trust.

It can be very easy to forget the power of prayer, and again our PCC have been working hard to support everything that we do, and seek to do, by prayer! We now have a Communion service before each PCC meeting to offer the meeting and its business to God, and we have both our Parish Mission Prayer and our PCC Prayer which we pray at the beginning of each meeting. So, “ *in everything by prayer let your requests be made known to God.*” If we ask God for what we need, so long as what we ask is in response to his will, he will provide! This has been crucial to our past, it is crucial today and it will be crucial to our future! Pray, pray pray! We must learn how to do it effectively and unstintingly, to support all that we do in God’s name! And there is a wonderful end-result to all of this, which is both corporate and personal: that “ *the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus.*”

I am going to offer you two lists now – the first is a list of things that have encouraged me in the past year and the second a list of things that encourage me as we look to the future. Don’t get me wrong, there are still things that discourage me, but I would rather not talk about them tonight – there is time to deal with them prayerfully in the months ahead!

So, things that have encouraged me in the past year:

- Having Ian join the team, who has been a pleasure and delight to work with.
- Our continued work with children and young families. (things like Open the Book, our groups and our brilliant holiday club).



- The way we have managed, through the generosity of our volunteers time, to keep most of our young people's work going, despite having a vacancy in our Youth Minister post.
- Having almost fully implemented our new PCC team and sub-team Structure.
- Having developed our Parish 'Vision' into a 'Mission Strategy' with realistic and achievable goals, and a real understanding of where we are hoping to go for the next 5 years.
- Working with our new enlarged team of Pastoral Assistants, which is now led by Tricia.
- Celebrating 100 years of the MU Branch in November
- Our new-look Parish Magazine and improved communications channels.
- The Spirit of warmth and generosity in the ecumenical scene in the Village.
- Seeing new Church members coming forward and getting involved in the life of the Church.
- Outreach into the Village through the Flower Festival, Christmas Tree Festival and Summer Concert Series.
- Seeing deeper engagement with God through meetings like the Advent Reflections and the Lent talks.
- The response to my personal appeal to help with the funding of our Youth Minister post. (12 people have responded and with the recovery of Gift Aid, almost £13,000 PA has been pledged for the next 5 years)

And things that encourage me as I look forward to the rest of 2017 and beyond:

- Appointing a new Young People's Minister to build on the foundations laid by Georgie and to grow the role forward.
- Welcoming Myles Owen to the Ministry Team as an MSE.
- Addressing the shortfall in our finances through a mini planned giving initiative in May
- Renewed emphasis in our teaching on prayer and discipleship.
- Completing some long-overdue works to the building (particularly the restoration of the Lych Gate and South Aisle roof).
- Reaching out through another Summer series of concerts and a 4th Annual Christmas Tree Festival.
- Launching the1170 Initiative.

There is one other significant factor from this year which doesn't fall within anything else I have been saying, and that is to mention that since we last met for the 2016 APCM we have conducted the funerals of no less than 16 regular worshipping church members! This is a staggeringly high figure – almost 5% of our Church membership! As well as representing a huge amount of personal tragedy and loss, it represents for all of us a massive 'dent' in our church membership and in our personal circles of



friends. We have all been touched by these losses, and our hearts continue to go out to all who have suffered most closely from these sad losses.

I'm going to end with the traditional 'thank yous'!

- To my family, and especially to Kate, who manages so remarkably to balance the rigours of a full time teaching job with the demands of being the Rector's wife, and whose constant support, encouragement and critique keeps me on track.
- To Katherine and Tony, my fantastic Churchwardens this year, who have Supported me unequivocally through another year as your Rector.
- To our fantastic Ministry Team – Ian, Tricia, Peter, Edna, Judy, and, of course Georgie, who was with us until January.
- To Fiona for bearing the brunt of being the first point of contact in the parish Office
- To Jeff, for his hard work and clarity as Treasurer and Rob our PCC Secretary
- To Herb, as Chair of the Finance Team, and for the painstaking work that he does in administration of and retrieving of Gift Aid from the Inland Revenue.
- To Sue and Colin for their hard work in the busy Verging department.
- To Michael, our inspirational Director of Music.
- To Margie for all the different things that she does, but especially today for her work on the Electoral Roll.
- To our Pastoral Assistants, PCC, musicians, intercessors, readers, servers, bell-ringers, cleaners, flower arrangers, gardeners and lawnmowers, coffee providers and anyone I have inadvertently missed out, Thank You!

"Therefore, my brothers and sisters stand firm in the Lord in this way, my beloved Rejoice in the Lord always; again I will say, Rejoice."

13. Appointment of Auditors

Oakwood Business Consultants were reappointed as account examiners proposed by Jeff Wood and seconded by Antony Garstone, approved.

14. Any Other Business

There was no other business

The Meeting closed





Sidespeople

Brian Bagot	Malcolm Keeping
Caroline Bagot	Anne Lock
Pamela Bigg	Susie Maslin
Gill Bowles	John Menlove
Maurice Bowles	Louise Moore
Brian Boxall	David Newbery
Beryl Baitup	Sue Peak
Rosemary Burt	Barbara Pearson
Betty Chivers	Jill Pettyfer
Ruth Collins	Elaine Philipson
Gordon Cheesman	Hazel Scurfield
Pam Cheesman	Chris Smith
David Cox	Bob Smith
Val Davies	Colin Tilbury
Jean Dodd	Michael Trent
Jane Etherington	Jackie Vale
Margaret Garstone	Rosemary Ward
Jan Goldsmith	Mandy Wigfield
Anthony Harrow	Michael Wild
Tim Hendy	Charlotte Wildman
Adrienne Jarrett	Jill Wood

Very sadly we have recently lost one of our most long standing and experienced sidespeople in Tony Thorogood. I would like to say how much he will be missed and recognise the many years and dedication he gave to this role.

Ian Gibb and Josie Pitchforth also feel it is time to step down and I would like to thank them for their many years in this role. In their places we welcome Beryl Baitup at 8a.m and Susie Maslin at 10a.m.