



Minutes of a meeting of the Parochial Church Council  
**Held in the Church Rooms on Wed 12<sup>th</sup> July 2023 at 7.30 p.m.**

**Present:** Roy Woodhams (Chair), Susan Clarke, Paul Jenkins, Margie Nursey, Revd Tim Clifford Hill, Sue Knight, Alan Walton, Maurice Bowles, Sandra Keeping, Bryn Jones, Steff Shepherd, Bill Rothwell, Nigel Lynn, Joan Connolly, John Walton, Revd Rutton Viccajee, Revd Erik Heemskerk, Nicola Craven-Smith. Katherine Tuck joined the meeting via Zoom.

**1 Welcome:** Roy welcomed everyone to the meeting and led the opening prayer.

**2 Apologies:** Rogan Dixon, Jane Etherington

**3 Minutes:** The minutes of the meeting 10<sup>th</sup> May 2023 were agreed and signed (proposed by Tim Clifford Hill, seconded by Maurice Bowles). The minutes of the meeting 14<sup>th</sup> June 2023 were agreed and signed, with the addition of Bill Rothwell to the list of those present (proposed by Bill Rothwell, seconded by Sandra Keeping). There were no matters arising from either set of minutes.

**4 Safeguarding**

Brian (the Safeguarding Officer) has asked the PCC to approve a list of church activities, to ensure that they are adequately recorded and covered by insurance. Nicola read out the list and it will be attached to these minutes. Approval was given – proposed by Sue Knight, seconded by Steff Shepherd.

Susan gave a reminder about the importance of everyone completing the Domestic Abuse Awareness Course. Bryn announced that he is about to renew his Mental Health First Aid qualification.

**5 Treasurer**

In Rogan's absence, Roy drew attention to the commentary introducing the latest Finance Report. He was pleased to say that certain aspects were looking more positive. Roy thanked Rogan for his report.

Roy was sorry to have to announce that owing to health issues Rogan will have to give up as Treasurer as soon as a replacement can be found. Roy will mention this in the Sunday news sheet, and he asked PCC members to suggest anyone who might be a suitable candidate. We must have a Treasurer, and in the absence of a volunteer we would have to pay for one.

Susan wondered how much we are receiving through the contactless machine and said she would ask Rogan by email.

## **6 Church Development Plan: Working Groups**

No meetings had taken place since the last meeting of the PCC.

## **7 Reports from PCC Teams**

**Outreach:** Alan reported that Mike Roberts will continue as Chairman of this team and that a meeting has been arranged for 27<sup>th</sup> July. He shared some of the issues that will be discussed.

**'Outreach Minister' Appointment:** Roy said that the group appointed at the June PCC meeting had met, but will need to meet again. Nothing to report so far.

## **8 Car Park**

Since the May meeting of the PCC the original proposal discussed at that meeting had been superseded by a new proposal from Euro Car Parks, which Roy and the two Churchwardens felt was much better.

The Finance Committee had discussed and commented on the original proposal at their meeting on 27<sup>th</sup> June. They had also sent a recommendation to the PCC (distributed at the meeting) listing eight issues that they felt needed to be addressed. In their opinion, a vote should not be taken by the PCC until these issues had been addressed.

Roy and the two Churchwardens had considered the concerns of the Finance Committee very seriously and concluded that all eight issues were fully covered in the Euro Car Parks proposal. In the light of this, Roy proposed and Bryn seconded the motion that we should go ahead with our discussion and subsequent vote. This was carried, with 12 in favour, 2 against and 1 abstention.

Roy said that before an open discussion Nigel would talk about the proposal, Alan would outline some of the pitfalls and Nicola would give feedback from the earlier consultation.

Nigel commented that Susan and Sue had done extensive research, including a visit to the Sacred Heart Church, Cobham, who already have a very successful car park installed and managed by Euro Car Parks. Their visit had been very positive.

He reminded us that our car park is currently widely misused by the general public, which is one of the reasons why we are considering a payment system.

In his opinion, the main concerns expressed in the consultation were fully addressed in the Euro Car Parks proposal. There would, of course, be some negative reaction once the new system was in place, but in his experience this would soon go away.

Nigel was confident that the new scheme would bring a considerable income to the church and he felt that ECP would be good to work with.

Susan summarized her thoughts under three M's – Money, Management and Modification. We would make a good income for the church; we would have a good management structure (which we don't have at the moment); and ECP would be open to any future modifications.

Alan expressed some reservations, particularly asking whether the car park would become so full that there would be no space for those who need to use it – church members and hirers of the church rooms.

Nicola reported that in the consultation 300 plus letters had been sent out and 46 people had replied. Of those, 28 were in favour, 7 against and 11 had abstained. A full list of comments is attached to these minutes.

In the Open Discussion the following points were made:

We need to assess the risk of people going into the office, some wanting to complain. It was agreed that we should make sure that there is a secure lock on the door. (Lone workers generally are an issue, and mention was made of advice on this from the diocese.)

It was confirmed that two cameras would be installed, one at the entrance/exit – i.e. at the point where cars turn left at the top of Church Lane – and the other at the approach to the bungalows at the far end of the car park. Traffic going to Maltheuses or the school would not be within view of the camera.

What would be the arrangement for delivery vans?

The hourly charge could be changed in the future, according to how the scheme works out.

Some church members will apply for exemptions, although others may be willing to pay and see their payment as a small contribution to the church.

Concerns were expressed that a) ECP manage the new car park at Knowle Park, where there has already been bad publicity regarding the issuing of fines. b) People coming to use the church rooms would have to pay – although staff would be exempt. c) Parents coming to collect children would need more than ten minutes – twenty minutes would be more realistic.

There is already an issue of people parking overnight. Should there be an overnight charge?

We are fortunate as a church to have this asset. We should use it for our benefit. This is an opportunity for the community to contribute to the church.

There might be bad publicity, but it won't last long.

We must all be prepared with answers to questions that might arise.

We must prepare a good publicity campaign.

Good presentation is important. The psychology of giving is a complex issue. Best not to make any connection with direct giving to the church.

Roy summed up by saying that he was much less against charging than he had been. He had been against the original proposal because a) it involved considerable up-front costs; b) it didn't guarantee proper policing. The ECP scheme is much more professional and attractive. The only up-front cost would be to re-paint the white lines, for which we have been quoted just under £700, and this will have to be done anyway.

Roy said that he still has some concerns:

- a) Public relations. If someone is fined, the church will get the blame.
- b) There is an element in the community who could turn to

violence if they get fined.

- c) Ten minutes is not long enough for parents collecting children. It needs to be twenty minutes.
- d) The car park is being abused at night. We should charge for evenings and overnight.

Roy recommended that despite his reservations we go ahead with the proposal.

The motion was proposed by Sue Knight and seconded by Joan Connolly:

**‘That we agree to the Euro Car Parks proposal for the installation of charging facilities in the church car park, with two amendments: a) that we charge for evening and overnight parking; b) that we extend the ten-minute grace period to twenty minutes.’**

The motion was carried, with 10 in favour, 2 against and 6 abstentions.

The Car Park Committee are to be thanked for the considerable time and effort they have put into researching this matter and their very clear summary of the ECP proposal.

## **9 Churchwardens’ Reports**

### **Susan**

Nicola has been asked to look at the notice board at the back of the church to see if it could be put in a different place. At the moment it blocks the view of the church for people coming in, and this is a particular issue when there is a wedding.

### **Alan**

Brian Bagot has agreed to take Alan and Erik on a conducted tour of the church. PCC members also might be interested. Details to follow.

Roger Coupe (estate agent) has carried out a brief inspection of 22, Orchard Gardens.

Church roof – south aisle. The firm who were asked to carry out the repair were not able to proceed, and have withdrawn at their own expense. Another builder will have to be found.

The church gutters have been cleared.

The RCD circuit breakers have been tested.

A rota of 6 people has been established for cleaning the floors in the church rooms. Two more volunteers would be welcome.

The church rooms were left in a mess at the weekend by the hirers. There is a need for a church rooms management group, and Nicola is investigating.

The 'wild' areas in the churchyard have become overgrown and are encroaching on some of the graves. It is important that some areas are left to grow wild, but they need to be carefully managed. Richard Tuck has offered to attend to this.

### **10 Rector's Business**

Roy thanked the Social Team and the Fete Team for organizing the Cranleigh Proms, Party in the Park and the Rectory Fete – all very successful events. In spite of rainy weather, the Fete made a profit of about £5,600. Roy is offering to put on a 'Rector Entertains' evening in the autumn.

Roy welcomed Erik to his first PCC meeting, admitting that he should have done this at the beginning. Erik, in turn, thanked everyone for the warm welcome he and his family have received in the parish.

**11 Any Other Business:** There was none

**12 Date of Next Meeting:** Wednesday 13<sup>th</sup> September 2023

The meeting ended with the Grace at 9.15 p.m.

