



**Minutes of a meeting of the Parochial Church Council
Held in the Church on Wed 10th July 2024 at 6.00 p.m.**

Present: Roy Woodhams (Chair), Susan Clarke, Alan Walton, Paul Jenkins, Bryn Jones, Margie Nursey, Maurice Bowles, John Watson, Erik Heemskerck, Bill Rothwell, Sue Tresman, Sandra Keeping, Joan Connolly, Alison Hendy, Richard Tuck. Steff Shepherd, Nigel Lynn, Nicola Craven-Smith. Brian Boxall attended for Item 3.

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

2 Apologies: Alistair Smith, Sue Knight

3 Safeguarding:

Safeguarding Officer Brian Boxall distributed papers describing the Safeguarding Responsibilities of the PCC and Incumbent as laid down by the Diocese of Guildford, together with a copy of the St Nicolas Safeguarding Policy 'Promoting a Safer Church' and a list of the Training Requirements for members of the PCC.

It was unanimously agreed that we must accept and abide by the Safeguarding Policy – proposed by Bryn, seconded by Richard. Nicola will display a copy of the policy on the church notice board.

Brian reminded PCC members of their responsibility as individuals to undertake the relevant training as outlined in the attached list. All training is on line – on the diocesan website – including the latest section on domestic abuse. The training must be repeated every three years.

All PCC members are also required to be DBS checked. Brian will initiate this and be in touch.

4 The Minutes of the meeting 8th May 2024 were agreed and signed (proposed by Margie, seconded by Richard).

Matters Arising: No matters arising.

5 Treasurer

In his absence, Alistair had distributed the Income and Expenditure Accounts for June 2024 and his accompanying notes (see attached).

Roy commented that the overall picture was encouraging. Alan asked a question about 22 Orchard Gardens, which Roy said he should address direct to the Treasurer.

6 Young People and Families Leader Appointment: Roy said that the advert for this post was still open, but no-one was applying for jobs like this at the moment. There are a number of churches in the diocese looking to make appointments. The diocese have set up an 'apprenticeship' scheme, but have received very few applications so far.

7 Team Reports: None had been received

8 Rectory Fete: Richard reported that everything was in hand for the Rectory Fete on Saturday, 11.00 a.m. to 3.00 p.m. Leaflets have been delivered on the new estates, advertisements have been placed in the free magazines and on posters in the village and the programmes are ready for distribution. A risk assessment has been carried out and careful arrangements have been made, both for setting up on Friday afternoon and for the event itself, to ensure people's safety and enjoyment. Helpers are invited to arrive at 2.00 p.m. for the setting up on Friday afternoon.

9 Car Park: Nicola reported that the new arrangements were going well. The average income is £500 to £600 per month

10 Churchwardens' Reports:

Susan

Social Team

Since our last meeting we have enjoyed a Desert Island Discs evening with about 60 attendees. This was a fun evening, but highlighted our need for a better music broadcasting/ microphone system. We are currently looking into the options for this.

Upcoming dates to note from the Social Team include:

Oct 6th Harvest Lunch

Oct 13th 3pm The Rector Entertains

30th August **2025** – an early booking for next year's Picnic in the Park

Car Park

We received £580 for parking charges in May, we do seem to be averaging £550+ per month.

Tree trimming will eventually proceed once Waverley have given permission, they are requesting a full application from our tree surgeon.

Kitchen renovation

We submitted an expression of interest to the Biffa Award scheme, and have been given the go-ahead to submit a full application, which we are now working on. Requires full costings, 3 quotations and letters of support from current and potential hall users.

The deadline for submission is 2nd August and they then have their next board meeting to look at requests in November, so that is when we would expect to hear any outcome.

St Nicolas Environmental Policy Statement

This is one of the supporting documents requested by Biffa, so with the help of Sue Tresman and an online template, I have drafted this policy which I hope you can cast your eyes over and approve this evening.

- St Nicolas Church Cranleigh is committed to minimising the impact of its activities on the environment.
- Using the ARocha accreditation programme as our guide, we are measuring our impact on the environment and setting targets for ongoing improvement.
- We are implementing a programme to raise awareness of environmental issues amongst our members and hall hirers and to enlist their support in improving our performance and meeting our targets.
- We are committed to minimising waste.
- We actively promote re-use and recycling both internally and amongst our members and hall hirers.
- We source and promote product ranges (cleaning/ catering etc.) to minimise the environmental impact of both production and distribution.

- We seek ways to reduce our energy consumption and use greener energy sources
- We encourage all our stakeholders to adopt and model similar standards in their personal lives.

The Environmental Policy Statement was approved.

Alan

1.1 Water ingress repair to 14th Century pillar, Victorian arch in chancel and north aisle wall plaster damage. CofE Online Faculty Approvals System - St Nicolas (617025): List B application approved ref 2024-099646.

This was approved under Archdeacon's Approval B. Repairs have been carried out by Traditional Stone cost circa £3677. Included external mortar repairs, breathable waterproofing to stone work and internal repairs to pillar and arch.

The roofer (W Hales) will carry out realignment of external rain guttering in the south facing walls associated with the water ingress. Awaiting quote (? £2000). Once a date is confirmed the footpath in the area closest to the church will need to be closed and the public rerouted around the church.

The indicative cost is £6,000. Inc VAT (which the treasurer will be able to reclaim).

With the approval of the PCC an application to 1170 could be made to request full, or partial grant.

1.2 PAT testing of portable electric equipment and cables has been carried out on 81 items last week. There is remaining a number of cables associated with Christmas festivals etc to be tested in due course. Along with the Rector's laptop lead.

1.3 The fire extinguishers in church and church office/rooms were tested last week. With one extinguisher in church needing to be replaced.

2. Net Zero Carbon (NZC) Audit – St Nicolas has been identified by the diocese as a high risk church for NZC efficiency. An audit will be undertaken by the diocese at a subsidised cost to the church of £200. This will look at all energy efficient aspects of the church and church office/rooms. Following which we will receive a full report on areas where we can improve on to achieving our NZC target and in particular reducing our reliance on fossil fuels.

The audit will also include advise on grant applications towards achieving the above.

3. Bell Frame Repair – Cost of repair Whites of Appleton – 1723 + VAT (£2,068).

Graham Lucas (Tower Captain) has secured a generous grant of £900 from the Diocese of Guildford, Bell Restoration Fund.

Whilst it is recognised that we can make a claim on the church insurance. This would increase our premium next year. Therefore, the PCC will need to agree funding the remaining £1,168 inc VAT (which can be reclaimed) to enable the repair to proceed.

11 Eco Church:

Having gained the Bronze Award we are now well on our way to achieving the Silver Award by the end of the year. We shall be receiving some publicity at the Food & Farming Festival on Sunday and the Bronze Award certificate will be displayed on our Church Stall at the Rectory Fete.

Aison, the excellent speaker from ARocha last Sunday morning, was very helpful in promoting and encouraging our efforts to become an eco-friendly church.

We need to give attention to our church building, where there is a massive leaking of energy. There needs to be an audit of the building, leading eventually to a carbon neutral church.

12 1170: In Sue Knight's absence there was nothing to report.

13 Rector's Business:

- 1) The Deanery Synod met on Monday, at which Catherine, the

new Archdeacon, introduced herself and members submitted questions. A video was made, which will be available at the next PCC meeting in September. The next Deanery Synod meeting on 16th October will be a social event and will probably be held at the Cranleigh Sports & Social Centre. There will be a guest speaker, and as well as Synod members, office holders from each of the churches will be invited.

- 2) Eric and Roy want to make a provision for children at the 10 a.m. Parish Communion on the Sundays when there is a Discovery Service. They are looking for extra adults who would be able and willing to help with this.
- 3) The older of our two mowers (purchased in 2011) is in a poor condition and needs replacing. It was agreed that we purchase an equivalent machine, at a cost of £638 – proposed by Roy, seconded by Bill. The old one will be kept as a spare.
- 4) The Diocese has developed a new training package (which MU members heard about at today's meeting from their speaker, John Valentine, Dean of the Local Ministry Programme). The package includes a scheme for training new mature clergy into mission and service in the diocese called the Caleb Stream. This is a national one-year scheme for Christians aged between 60 and 70 who feel called by God to be ordained to serve on a self-supporting basis in their own churches and parishes.

Sue Tresman feels that she is called to apply for this scheme, with a view to being ordained to serve in this parish. For this she needs PCC support, including the payment of £1,200, being half the cost of the course. The course is being led by Bishop Peter Hancock. Roy proposed that we should support Sue, and Joan seconded. All were in favour.

14 Any Other Business: There was none.

15 Dates of Future Meetings: Wednesday 11th September 2024,
7.30 p.m. in the Church Rooms
Wednesday 9th October 2024, 7.30
p.m. in the Church

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The meeting ended with the Grace at 7.20 p.m.