



Minutes of a meeting of the Parochial Church Council
Held in the Church Rooms on Wed 10th May 2023 at 7.30p.m.

Present: Roy Woodhams (Chair), Susan Clarke, Paul Jenkins, Margie Nursey, Revd Tim Clifford Hill, Jane Etherington, Sue Knight, Alan Walton, Maurice Bowles, Sandra Keeping, Bryn Jones, Katherine Tuck, Steff Shepherd, John Watson, Nicola Craven-Smith

1 Welcome: Roy welcomed everyone to the meeting and led the opening prayer. He gave a special welcome to Steff and John, attending for the first time as newly elected members.

2 Elections:

Vice Chair: Susan Clarke (nominated by Roy, seconded by Sue K, all in favour)

Standing Committee: Susan Clarke, Alan Walton, Rogan Dixon, Sandra Keeping, Bryn Jones (proposed by Steff, seconded by Tim, all in favour)

Hon Treasurer: Rogan Dixon (nominated by Alan, seconded by Katherine, all in favour)

Hon Secretary: Paul Jenkins (nominated by Bryn, seconded by Alan, all in favour)

3 Apologies: Mike Roberts, Rogan Dixon, Revd Rutton Viccajee, Joan Connolly, Bill Rothwell, Nigel Lynn

4 Minutes: The minutes of the meeting 8th March 2023 were agreed and signed (proposed by Sue K, seconded by Margie). There were no matters arising.

5 Safeguarding:

The information on safeguarding displayed in the church should also be replicated in the church rooms. Nicola will check that this is done.

Paul will contact Brian Boxall to invite him as Safeguarding Officer to

attend the June meeting.

Roy said that we should consider setting up a safeguarding team of people involved with young people and vulnerable adults in the church.

6 Treasurer

In his absence, Rogan commented on his Finance Report previously circulated as follows:

‘This Finance Report covers the period to 30th April 2023.

The columns show Actual year to date figures compared to my current forecast for the year and compared to the Full Year Budget for 2023 and the 2022 Full Year Actual. Please note these accounts are prepared on a cash basis and no provision is made in the actuals to date for income or expenditure that relates to the first 4 months of the year, but which has not yet been received or invoiced. However, all expected income and expenditure is included in the Full Year Forecast column.

Where I am confident of improvements to the 2023 Budget changes have been reflected in the 2023 Forecast column. As a result the Full Year position is forecast to improve from a Budget deficit of £(16,567) to a deficit of £(11,791). The changes have been made after comparing the first 4 months of 2023 to 2022 and taking account of transactions in 2023 to date.

The improvements have generally come from improved income which has benefited from a £1,000 grant from the Diocese towards utility costs, around £1,000 from Jill Wood’s funeral collection, £744 from Betty’s tea rooms, £427 from the Easter Egg Hunt and £220 from the Parish Breakfast – none of which were budgeted.

There are of course still many uncertainties some of which were included in the Budget assumptions – no costs included for a replacement position instead of the Young People’s Minister and no additional costs from any overlap of curates.

Despite the improvements to Budget, it is still essential that existing forecast income is delivered but also it will only be the generation of new income streams and increases to Regular Giving that will enable the Parish to eliminate the current structural deficit.

As I am not able to deliver my report in person please email me with any questions or points of clarity on treasurer@stnicolascranleigh.org.uk.’

7 Church Development Plan: Working Groups

CARING:

The Caring Team met on 20th March 2023.

1) We reviewed the Baptism arrangements and, in addition to what is already offered, we suggested the creation of a flier to help any one who may be interested in baptism. Nicola has agreed to produce some of these for distribution at Toddlers groups and at the back of church.

2) Baptism Tea Party 21st May. Nicola to send out invites this week – under 30. Once replies have been received we will arrange cakes, breadsticks and grapes, etc.

3) Wedding and Baptism anniversary cards are going out regularly (1st anniversary).

SHARING:

OUTREACH TEAM UPDATE, MAY 2023

Whilst our long-term aim must always be reaching out into the wider community, we decided that for this year it would be realistic to concentrate on addressing the needs of church members, including those who have joined us recently.

With this in mind we organised the Lent Course based on the film ‘The Way’. The two groups that we set up attracted over thirty regular attendees, and a number of people have expressed an interest in joining an on-going house group. Mike, Alan and Paul have called a meeting next Monday (15th May) to set up such a group, or groups (in addition to the two house groups that already meet regularly in the parish) and discuss possible courses that we might follow.

The other initiative we have taken is that just after Easter we issued the latest of our ‘United in Prayer’ leaflets, to give church members some help with their prayers and encourage them to pray on a daily basis. We ensure that there is always a supply of all six leaflets that we have produced, for people to pick up at the back of the church.

DARING:

Our new architect will be providing preliminary suggestions for creating more space at the back of the church. Whilst welcoming this initiative, Roy said that the Daring Team needs a fresh impetus to begin to look beyond the church building.

8 Reports from PCC Teams

Social Team:

Minutes of the meeting held on 15th March had been previously circulated. Sandra commented that the Easter Egg Raffle had raised £427. She also mentioned that tickets were selling well for the Cranleigh Proms on Sat 20th May. Picnic in the Park follows on Sat 24th June.

9 Car Park

Susan and Nicola had produced a very comprehensive summary of the content and feedback from the initial consultation on the proposal to install a pay and display system in the church car park (see document attached).

Susan said that the problems associated with the church car park were not new. She had seen details of actions that were taken many years ago to try to prevent misuse.

Susan talked us through the document, pointing out that of the replies that were received 28 were in favour of charging, 7 against and 11 raised questions without stating a definite opinion for or against. In the light of this it is recommended that we should pursue the installation of a pay and display system in the church car park.

Once the PCC had seen and discussed the full report Roy called for a straw poll, with the following result: 7 in favour, 5 against, 2 abstentions, 1 non voter.

There was some concern about the issue of exemptions, with some people taking undue advantage of any exemption granted. A possible solution is to make everyone pay, and where appropriate ask for a cash refund from the church office.

It was suggested that some of the improvements to the car park could be delayed until after the scheme has been introduced and a profit has accumulated. The re-surfacing would probably cost considerably more than the £4.5K quoted – perhaps in the region of £20K.

An opinion was expressed that in the current financial situation it would be poor stewardship not to take advantage of the asset we have. Mention was made of another church where a pay and display system had been introduced, which had been very successful.

With more clarification needed, Roy said that we should aim to take a definite vote at our July meeting. Meanwhile, Susan was thanked for all her hard work.

10 Churchwardens' Reports

Susan announced that she would be conducting the annual update of Risk Assessment.

She and Alan will be inducted as churchwardens for the coming year at the Archdeacon's Visitation on Tuesday 13th June. This will take place at our own church for representatives from the Cranleigh and Guildford Deaneries. It will be in the context of a service, beginning at 7.30 p.m., to which PCC members are invited. Refreshments will be served in the churchyard if fine. Roy will obtain wine and nibbles and several members offered to help, including Jane, Sue K, Sandra and Maurice.

Alan had nothing to report.

11 Rector's Business

Bryn was elected to fill the vacancy we have on Deanery Synod – proposed by Roy and seconded by Susan, with all in favour.

Roy announced that the June meeting of the PCC would be for three items only: 1) Safeguarding, 2) Young People's Ministry, 3) Sunday Services, especially a review of the Discovery Service. Before the meeting, Roy urged PCC members to go to a Discovery service so that they could form an opinion.

12 Any Other Business. There was none

13 PCC Teams. Roy assumed that members would wish to continue on the same teams as last year. He asked Steff and John to consider which team they would like to join and to let Susan know. The three main teams are CARING, SHARING and DARING, and the DARING team in particular requires fresh blood and some new thinking.

14 Dates of Future Meetings

Wed 14th June, with 3-Item Agenda. Steff to serve coffee/tea
Wed 12th July, full Business Agenda, with final vote on car park

The meeting ended with the Grace at 8.55 p.m.