



**Minutes of a meeting of the Parochial Church Council  
Held in the Church Rooms on Wed 11<sup>th</sup> February 2026 at 7.30 p.m.**

**Present:** Susan Clarke (Chair), Richard Tuck, Steff Shepherd, James Lester, Sarah Smith, Sue Knight, Erik Heemskerk, Joan Connolly, Margie Nursey, Jane Etherington, Alan Walton, Maurice Bowles, Paul Jenkins, Sue Tresman, Alison Hendy, Sandra Keeping, Claire Jones, Alistair Smith.

**1** Susan welcomed everyone to the meeting and led the opening prayer. Erik then said a prayer for Bishop Andrew, who has reported that he is sadly suffering from terminal cancer.

**2 Apologies:** Bryn Jones, Nicola Craven Smith.

**3 The Minutes** of the meeting 14<sup>th</sup> January 2026 were agreed and signed (proposed by Joan Connolly, seconded by Richard Tuck).

Matters Arising: Item 13 (Susan's Report). We shall no longer need to spend money on a new radio mic, as Probus A have kindly agreed that we may have use of a wireless radio lapel mic and a wireless hand-held mic in perpetuity. Paul will write a letter of thanks to the Chairman of Probus A.

**4 Safeguarding:**

On Katherine's behalf, Richard reported that we have now moved up to Level 3 on safeguarding.

With regard to whether we sign up to using the new Diocesan DBS provider, Matrix Security Watchdog (MSW) Richard said that there was still concern over the matter of liability. It seems clear that if something goes wrong which is our fault, we would be liable, but the current wording of the agreement also makes the parish liable if MSW have a failure. However, if we went for another provider it would cost a lot more. Maurice proposed (and Richard seconded) that we go with the Diocesan provider (MSW) and review after twelve months. This was agreed, with 14 in favour and 2 abstentions.

**5 Treasurer:** Alistair presented the Income & Expenditure Account for 2025, including a Budget for 2026. He commented that, although the General Fund showed a deficit, there was an overall surplus thanks to a generous legacy.

There is a need to increase our annual income – indeed a sub-committee was set up last year to consider this. However, it was agreed that the Vacancy is not a good time for a major campaign. We should continue to bring the need for giving to everyone’s attention and especially remind people of the Planned Giving Scheme as a good option. Meanwhile we have already increased letting and car-park fees.

At our next meeting, on 11<sup>th</sup> March, we shall need to approve the Annual Report.

**Finance Committee:** Richard reported that we have an investment of £20,000 which is earning no interest. He will look into alternatives which will make us a profit.

Richard commented on church organisations such as the MU and Toddlers who make a voluntary donation for printing and other expenses. He felt this should be encouraged, and this was agreed.

## **6 The Vacancy:**

The Vacancy Management Team continues to meet monthly. Next meeting 4th March. No April meeting due to Holy Week. Nicola has worked hard on the Parish Profile and will circulate the final draft later this month. Meanwhile she would welcome any further contributions.

Latest Timeline:

Late Feb - Final draft of Parish Profile circulated to PCC (all now have a link in any case to the live document)  
11th March - PCC meeting (known as ‘Section 11 meeting’)— at which the PCC (a) approves parish profile (b) appoints two parish reps (c) agrees to advertise  
Advertise - 3rd, 10th, 17th, 24th April  
Closing date - 28th April  
Shortlisting - 19th May  
Informal visits - 3rd June – this one should be in everyone’s diary!

## **7 Young People and Families:**

Claire and Steff gave brief reports on the various young people's activities. Please let Steff have any suggestions for a name for Ignite Junior.

## **8 Team Reports:**

Outreach. It was confirmed that £7,500 has already been paid to the six charities recommended by the Outreach Team. £2,500 is still available to be used. Of this, £1,500 will go to Wintershall, specifically for their Education Programme (proposed by Sue K, seconded by Sue T – all in favour). The remaining £1,000 will be placed in a restricted account for supporting costs associated with outreach activities within St Nicolas (proposed by Sue T, seconded by Jane – all in favour). Requests for drawing on this fund to be made to the Outreach Team and then agreed by the PCC. Claire was keen on the idea that we might specialize in helping children with Special Educational Needs and their parents, for which there is little or no provision locally.

It was agreed that up to three Sundays per year when the 10.00 a.m. service is a Eucharist will be designated as 'Outreach & Mission Sundays', where possible with a visiting preacher.

A meeting of the Team has been arranged for 5<sup>th</sup> March to make recommendations for Mission Giving in 2026.

Social Team: Lent lunches will be served on Thursdays at 12.30 p.m., from 26<sup>th</sup> February until Maundy Thursday. No lunch on 19<sup>th</sup> February. MU will be providing on 5<sup>th</sup> March and Men's Group on 26<sup>th</sup> March. The other 3 will be the Social Team. Please do come if you possibly can.

Auction of Promises 25<sup>th</sup> April – please put this in your diaries now. Details to follow in church notices and posters.

**9 Church Rooms:** LED lights have now been installed.

## **10 Vision 2030:**

New art work will be circulated with notes. We can now show these to the congregation at coffee following the 8am and 10 am services. Date

TBC.

The art work demonstrates the glazing work to Baynards Chapel and also the potential for creating a more open welcome by adding glazed doors to the south door. The architect has included this image at no additional cost. The project team recommend this in preference to glazing Baynards, but keeping the Baynards glazing as perhaps a separately funded project. These to be discussed further with the PCC when more time allows.

The architect has now written to the 'Amenity Groups' and Waverley Borough Council, to advise them of the proposed reordering. It is assumed the groups will request a visit prior to giving their formal feedback.

## **11 Churchwardens' Reports:**

### **Susan**

Susan had circulated the proposed wording for a leaflet outlining what is involved in becoming a PCC member/ Deanery Synod rep. This will be made available to anyone interested in applying for election this year.

A piano tuner has been booked for 25<sup>th</sup> Feb, to tune (and in one case repair) 3 pianos - 2 in church rooms and 1 in choir vestry.

Acknowledgment of a letter to the PCC from Michael Wild praising the recent service conducted by Archdeacon Catharine.

Lumos have been booked to give a concert in church on Friday 22<sup>nd</sup> May.

New LED candles have been purchased for the altar and are much easier to use and less messy than the oil-filled ones

### **Alan:**

#### **11.1 Q1 2025 Report 14.02 Immediate Action (Category 1)**

- i) Vestry north side parapet repairs with new coping. As per Traditional Stone quote £4,053.22 inc VAT.
- ii) A programme of urgent vegetation removal and re-pointing of notable voids and other defects noted in report to the stair turret walls and stone roof. AW awaiting our roofer's quote.
- iii) Re-level north Transept west gutter section.
- iv) Inspect possible collapsed tomb - Standing Committee have previously approved this and an online Faculty completed and repair work date TBC.
- v) Fire Policy and Implementation - in hand with SC and AW
- vi) Fire Detection System in Ringing Room - the current system is

obsolete. Need to have a fire alarm survey with recommendations ASAP.  
vii) Emergency Egress Signage in church - completed 9th February 2026.

N.B. The overall Stonemason's quote for the 5 year repair period is £24,731.92.

Items i. to iii. The Finance Committee's allocation of £10,000 to undertake these repairs was approved – proposed by Alan, seconded by Sue Knight. Given the forecasted deficit budget for 2026 AW will apply to 1170 for a grant/s towards funding the repairs.

#### 11. 2 LED NZC Project Update

i. External flood lighting - still some snagging to complete on the ground light and positioning of tower light; which was removed and new mounting bracket fitted and repositioned in daylight.

ii. Internal LEDs \_ Justin will complete these by end of February 2026. There has been some slight delay due to supply issue with the emergency lighting units. Once Justin submits his last invoice for this work the diocese will transfer their grant of £5,000 to the PCC account.

iii. Martin Carr, Diocese Lead for NZC is leaving the diocese next week to take up a new role with the national NZC team. I am grateful for his support with our LED NZC project. Alison Moulden will be taking on the diocese NZC lead role.

#### 11.3 Church Tower Clock - Serviced yesterday by Smiths of Derby

11.4 Church Rooms - St Andrews heating - Dance School reported not working last Tuesday. Goodwins attended on Wednesday. Advised need to remove wall mounted manual thermostats, as if anyone adjusts these they knock off the heating in St Andrews. A repositioning of the WISE hive to be closer to the boiler in the main kitchen is also recommended. Awaiting Goodwin's electrician visit.

11.5 Public Notice - Faculty for installing donated framed poster of copy of Rembrandt's 'Return of the Prodigal Son' posted for 28 days on 06/02/26 in church on porch notice board, and outside the church on the church rooms notice board. This is in accordance with the Faculty requirements. Following which a certificate of publication will confirm to the diocese registrar that this period is now complete. Thereafter approval will be granted.

11.6. Car Park Wall - Apparently the responsibility for this wall is that of one of the residents in Rectory Gardens. The resident has instructed builders to replace the wall at their cost. Work will commence Monday 16th February 2026 for 3-4 days. AW to cone off the parking spaces adjacent to the wall.

## **12 Curate's Report:**

Erik announced that there would be a Parish Breakfast, organized by the Men's Group, on Sunday 8<sup>th</sup> March between 8.00 and 10.00 a.m.

He wanted to stress the importance of Ash Wednesday, Lent and Holy Week as a preparation for Easter and urged everyone to participate. There will be a Palm Sunday procession, with a donkey from Wintershall and including members of the other churches in Cranleigh. The Ash Wednesday and Holy Week services will be at 7.30 p.m., which is a better time for families and working people.

**13 Eco Church:** Sue T said that we are well on our way to making our submission for a GOLD award. We don't know whether it will be successful.

**14 1170:** Nothing to report

## **15 Any Other Business:**

Deanery Synod. Sandra gave a brief verbal report on a meeting of the Synod yesterday evening. She announced that with elections due this year we will be entitled to six members, and have to pay for these even if we cannot fill all the vacancies. Sandra shared some information and leaflets about 'Pilgrim Places'.

Could a First Aid Course be arranged?

Could we purchase a new flag for the flag-pole? The old one is falling apart.

**16 Dates of Future Meetings:** 11<sup>th</sup> March, with a limited agenda: 1) Vacancy Section 11; 2) Annual Report approved prior to the APCM; 3) Any other urgent business. APCM: 15<sup>th</sup> April, 7.00 p.m.

The meeting closed with the Vacancy Prayer at 9.25 p.m.

