



**Minutes of a meeting of the Parochial Church Council  
Held via Zoom on Wednesday 17<sup>th</sup> March at 7.30 p.m.**

**Present:** Canon Roy Woodhams (Chair) Katherine Tuck, Michael Roberts, Paul Jenkins, Jeff Wood, Gabrielle Clarke, Nicola Craven-Smith, Steff Shepherd, Maurice Bowles, Gordon Cheesman, Susan Clarke, Howard Cherry, Georgina Francis, Frank Sole, Paul Dyer, Joan Connolly, Sandra Keeping, Margie Nursey, Judith Wedderspoon, Tim Oxborough, Revd Tim Clifford Hill, Revd Rutton Viccajee

**1 Apologies:** None

The Chairman invited Jeff to say the PCC Prayer and welcomed everyone.

**2 Minutes of the meeting 13<sup>th</sup> January 2021:** Acceptance of minutes proposed by Mike Roberts, seconded by Frank Sole and agreed.

**Minutes of the meeting 10<sup>th</sup> February:** Acceptance of minutes proposed by Katherine Tuck, seconded by Margie Nursey and agreed. Both sets of minutes to be signed at a later date.

**3 Matters Arising:** None

**4 Safeguarding:** Nothing to report. There will be a safeguarding matter for discussion at the May meeting.

**5 Treasurer:**

Jeff presented the Annual Report. He reminded the PCC that the first half of the report includes all the standard information and the Team Reports. Howard expressed his concern that the Risk Management section on Page 6 reveals a lack of any process regarding aspects of risk management other than Health & Safety and Safeguarding. He felt that we should be addressing areas such as Governance, Finance, Brand and Reputation. Roy said that he has sympathy with this, but that the Annual Report is a reporting document of what we do. The report is

factually correct, but we do need to address these issues.

The proposal was put that the wording in the Report be changed, to indicate that the PCC has adhered to the key areas of Risk Management regarding Health & Safety and Safeguarding and is moving towards identifying and addressing all other areas of risk. Proposed by Roy, seconded by Howard. All in favour, on the understanding that the change in wording will be made. This will be an agenda item for the May meeting of the PCC.

Jeff drew attention to the figure of 97% attendance at PCC meetings during 2020 – the highest figure he has known as Treasurer.

Jeff was asked to add the information that following Paul's appointment as PCC Secretary at last Year's AGM he was no longer a member of the Standing Committee and had been replaced by Sandra Keeping.

Commenting on the Finance section of the Annual Report, Jeff drew attention to Pages 29/30. Despite the lockdown caused by the coronavirus pandemic, with a loss of income from white and blue envelopes, casual collections and fund-raising activities, the accounts showed a surplus carried forward in both unrestricted and restricted funds.

Covenants (including Parish Giving Scheme) were up and income was boosted by sundry donations of over £20,000 (reflecting the extreme generosity of church members) and a legacy of £19,000. Church maintenance expenses were less, although property costs were up, largely because of the need to do work on 22 Orchard Gardens.

The £8675 Parish Share Rebate from the Diocese had been devoted to Mission Giving in 2020, as agreed by the PCC, and the balance kept for Mission Giving in 2021 in a designated fund.

Jeff proposed and Joan seconded the proposal that the Annual Report (including the two changes already agreed) be adopted by the PCC and recommended for presentation at the APCM. All in favour.

Jeff thanked Nicola for her assistance in collating Part 1.

Howard spoke about the need to address Stewardship. Planned Giving

is dwindling as a result of older people dying and some moving away. Roy reminded the PCC that we were halfway through a 'Funding our Future' campaign, with a series of sermons in Lent 2020, when the lockdown began. It was agreed that, although Stewardship must be a priority, it would be foolish to go ahead until we are fully out of lockdown. Howard pointed out that our weekly average giving is below the UK average and far below the average for Guildford Diocese! We need more people giving, as well as people giving more.

## **6 Churchwardens' Reports:**

**Katherine** said that the team of stewards has been doing an excellent job during the lockdown. When we come out of lockdown the list of sidespeople and assistant wardens will have to be reviewed. There may need to be a rethink on how we cover the various duties. In the Church Rooms the First Aid boxes are checked at ready for when our hirers return.

**Mike** reported that the Lighting Scheme is on track and that the hirers are beginning to return to the Parish Rooms – although the diocesan advice recommending caution has been noted. The church pew up for sale has been sold, at a reasonable price.

## **7 Young People's Minister's Report**

Gabrielle referred to her section in the Annual Report. She wished to thank those who had helped during the pandemic – especially Steff, Clare and Georgie. The children's groups would not be meeting in person until May at the earliest. Cuthbert Mayne School have indicated that they will welcome a resumption of 'Open the Book' as soon as it can be done safely.

**8 Team Minutes:** Owing to the lockdown, no meetings have taken place. The PCC received a written report regarding future arrangements for Marketing and Publicity (attached) and Roy said that the new PCC at their May meeting will consider the make-up of the Communications Team and their responsibilities.

## **9 Rector's Business:**

Roy reminded us that this was the last meeting of the old PCC before the

APCM. The APCM will take place on Wed 28<sup>th</sup> April, entirely via Zoom. Katherine retires at the end of six years as Churchwarden. She has done a great job! Susan Clarke has agreed to stand as the new Churchwarden. Jeff, who has also done a great job over the last eight years, retires as Treasurer. He will be replaced by Rogan Dixon, who has recently moved to Cranleigh. Rogan is a chartered accountant and is about to retire as Treasurer of Holy Trinity, Guildford.

Roy thanked those members of the PCC whose term of office has come to an end and said that work is in progress towards finding new PCC members. Maurice has agreed to stand for Deanery Synod, to fill the two-year vacancy created by Gabrielle's departure. Katherine, who has been Safeguarding Liaison Officer and is willing to continue, will fill the one-year vacancy created by Susan Clarke, assuming she is appointed as Churchwarden.

**10 Any Other Business:** Gabrielle announced that for her ordination training she will be commencing her course at Ridley Hall, Cambridge in September. Roy is already looking at possible candidates to replace Gabrielle when she leaves us in the summer. Howard expressed the hope that our financial situation will be borne in mind.

The meeting ended with The Grace at 8.30 p.m.

**The next PCC meeting will be on Wednesday 12<sup>th</sup> May 2021 at 7.30 p.m. – probably via Zoom. ID 822 6229 4967. Passcode PCC**