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**Minutes of a meeting of the Parochial Church Council**

**Held in the Church Rooms on Wed 13th September 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, Steff Shepherd, John Watson, Jane Etherington, Nicola Craven-Smith.

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

**2 Apologies:** Rogan Dixon, Katherine Tuck, Sandra Keeping, Nigel Lynn, Bill Rothwell, Bryn Jones, Joan Connolly, Revd. Rutton Viccajee, Revd. Erik Heemskerk

**3 Minutes:** The minutes of the meeting 12th July 2023 were agreed and signed (proposed by Maurice Bowles, seconded by Margie Nursey). There were no matters arising.

**4 Safeguarding:** Nothing to report.

**5 Treasurer**

Rogan was thanked, in his absence, for his Finance Report. Following Rogan’s advice, the PCC voted unanimously to approve the 2023 Mission Giving Budget expenditure of £10,000 (proposed by Sue Knight, seconded by Jane Etherington). It was pointed out that this will take us into deficit and that next year we might have to think again. The PCC also acknowledged the re-appointment of Oakwood (Jane Briggs) as our Independent Examiner (proposed by Alan Walton, seconded by Jane Etherington – all in favour).

**6 Church Development Plan: Working Groups**

The Caring and the Daring Groups had not met since the last meeting of the PCC. The Sharing (Outreach) Group met on 27th July (see report attached with these minutes). The group will meet again on 20th September.

It was felt that the roles of the Working Groups need to be reviewed. This will be done by Roy and the Churchwardens, and their proposals will be brought to the November meeting.

Sue K expressed concern about the lack of progress in addressing the issue of access and the provision of facilities for people with disabilities. The PCC shared her concern. Roy pointed out that any alterations would be extremely expensive; however, grants might be available. It was agreed that we would establish an Accessibility Group – consisting of Sue Knight (convenor), Steff and Alan; Bryn will be invited, plus someone not on the PCC.

**7 Appointment of an Outreach Leader**

The members of the sub-committee set up by the PCC met recently and produced a Title (Outreach Leader) and Job Description. Roy commented that churches that have someone fulfilling this role are churches that are growing. If we don’t move in this direction, we have no future. Funding is obviously an issue: a full-time appointment would cost up to £40,000 per annum. It was agreed (proposed by Margie Nursey, seconded by Maurice Bowles) that a letter should be sent out by Roy, written ‘from the heart’, outlining what we propose to do and why, and asking for financial support. Members of the church family will be invited to support the appointment with a five-year pledge. Donations would be gift aidable. Potentially, we already have £11,000 that was pledged at the time of Gabrielle Clarke’s appointment. It was agreed that the Job Description is comprehensive. The appointment would be subject to a period of six months’ probation.

**8 Reports from PCC Teams**

Social Team: In Sandra’s absence, Jane asked PCC members to encourage people to buy tickets for the Harvest Lunch on Sunday 1st October and for the Bingo Evening on Saturday 14th October.

**9 Car Park**

Susan reported that the deal has been signed and we are waiting to hear about a date for the installation of equipment. The earliest is likely to be the half term holiday at the end of October. Letters are being prepared, to go out to church members, hirers and other interested parties. A notice is being prepared saying ‘Coming shortly…’. The old car park signs will be removed.

Concern was expressed about the potholes in Church Lane and between the car park and St Nicolas Room. Although they are not the PCC’s responsibility, it was felt that it might be worth finding the cost of repair and having the work carried out ourselves – particularly once we start making an income from the car park.

**10 Churchwardens’ Reports**

**Susan:** Nothing to report.

**Alan:**

Brian Bagot’s tour of the church was appreciated by those who attended.

The Lady Chapel roof has been repaired, at a cost of £594. There are no further signs of damage.

The tulip tree at the rear of the churchyard, which is ‘protected’, cannot be removed, but has been reduced in height to make it safe. (The churchyard and rectory garden have been in the Cranleigh Conservation Area since 2016.)

Two graves have been cleared of undergrowth in time for the Heritage Weekend. Others will need to be done.

There is a problem with two of the lights in St Andrew’s Room. This is about to be fixed.

Tim has moved out of 22 Orchard Gardens. The Standing Committee agreed to let the property, but work first needs to be done. A lady whose daughter has just started at Cranleigh School is interested, subject to agreeing the rental.

It was agreed that the signatory for the Orchard Road contract will be either Roy, Rogan, Alan or Susan, and that Hestia will be used as agents. (Proposed by Alan Walton, seconded by Tim C H).

**11 Rector’s Business**

The house in Charts Close where Erik and his family are living has been rented from the Diocese from 1st June. Erik was mistakenly asked by the Diocese to sign the tenancy agreement; this should have been done by the PCC.

Roy has spoken to two people about the Treasurer’s job, but without success. He has a third person in mind. As a last resort we may have to pay someone.

Sue Ansell retires as a verger at the end of September. To replace her with a paid verger we would need to offer a higher salary. However, Roy proposes that we form a team of volunteers to cover the verger’s duties. He has found some volunteers already.

For health reasons, Val Watts is no longer able to lock and unlock the church, so we need to find a new volunteer to do this when the clergy are not available.

Roy asked us to pray for PCC members who are on the sick list: Rogan, Bryn, Nigel and Bill.

There will be no PCC meeting in October. The next meeting will be on Wednesday 8th November, when Roy will give feedback on the possible appointment of an Outreach Leader.

**12 Any Other Business**

Maurice felt that more could be done to make people aware of the existence and aims of 1170. In spite of a very comprehensive article in the September Parish Magazine, he said that many people are unaware. Roy responded by saying that 1170 was set up as a separate charity, specifically for the fabric of the church and to reach people who are not church members. It is the equivalent of ‘The Friends of St Nicolas’. Suggestions were made that there could be more publicity – in (e.g.) The Cranleigh Magazine and social media, and that there could be a separate 1170 noticeboard. Sue K commented that in the long term they are trying to build up an endowment fund. Reference was made to the 1170 Heritage Day, planned for Saturday 23rd September.

**13 Date of Next Meeting:** Wednesday 8th November 2023, 7.30 p.m. Maurice volunteered to serve coffee.

The meeting ended with the Grace at 8.50 p.m.