



CHURCH OF ST NICOLAS, CRANLEIGH, SURREY
Minutes of the Annual Parochial Church Meeting
Held on Wednesday 29th March 2023 in Church

MEETING OF PARISHIONERS or VESTRY MEETING AT 7.30 PM

The Rector, Canon Roy Woodhams, welcomed parishioners to the meeting and the curate, Revd Tim Clifford Hill, said the opening prayer. 46 parishioners attended the meeting.

1. Apologies for absence to cover both meetings: Rogan Dixon (Treasurer), Ron & Lilian Reynolds, Judy Murdoch, Diana & Jim Faulkner, John & Claire Upperton, Katherine & Richard Tuck, Peter & Jane Hancock, Sue Knight, Cynthia Plewman, Nicola Craven-Smith, Maggie Booth, Michael Clarke, Anne Lock, Gill Bowles, Bryn Jones.

2. Minutes of the Meeting of Parishioners 27th April 2022 were presented. Maurice Bowles proposed that they be accepted, seconded by Margie Nursey. The minutes were accepted, with all in favour.

3. Matters arising: None

4. Election of Churchwardens: Susan Clarke and Alan Walton were the only ones standing for election. There being no other candidates they were unanimously elected to serve for the coming year. Susan Clarke was proposed by Sue Knight and seconded by Katherine Tuck. Alan Walton was proposed by Mike Roberts and seconded by Jane Etherington.

The Rector thanked Mike Roberts for his six years of incredibly dedicated service as churchwarden and presented him with a small gift.

ANNUAL PAROCHIAL CHURCH MEETING

1. Minutes of the last APCM held Wednesday 27th April 2022
Doug Lock proposed that they be accepted, seconded by Tony Garstone. The minutes were accepted, with all in favour.

2. Matters Arising: None

3a. Election of Parochial Church Councillors

This year there were three vacancies, each for a period of three years, and there were three nominations:

Sue Knight, nominated by Susan Clarke, seconded by Jane Etherington
Steff Shepherd, nominated by Susan Clarke, seconded by Mike Roberts
John Watson, nominated by Paul Jenkins, seconded by Mike Roberts

There being no other nominations, the above were duly elected.

3b. Election to Deanery Synod

Margie Nursey, nominated by Sandra Keeping, seconded by Malcolm Keeping
Joan Connolly, nominated by John Greenwood, seconded by Sue Ansell
Sandra Keeping, nominated by Malcolm Keeping, seconded by Margie Nursey
Maurice Bowles, nominated by Gill Bowles, seconded by Mike Roberts

These four members were duly elected for a period of three years. The parish is entitled to a fifth member, but as no-one was willing to stand the vacancy will be left unfilled.

4. Presentation of the Electoral Roll.

Margie Nursey, the Electoral Roll Officer, reported that there were 311 people on the Electoral Roll. This figure represents a decrease of one on last year. 11 have died, 3 have moved away and 13 have joined.

5. Annual Report & Financial Statement

The Treasurer, Rogan Dixon, was unfortunately unable to attend the meeting due to ill health. However, his report was presented in the form of a pre-recorded video.

Rogan referred to the Annual Report and Financial Statement which had been available on the church website prior to the meeting and would remain on the website for anyone to see. The Financial Statement had been independently examined, with no issues raised, and had been formally adopted by the PCC at their March meeting.

Rogan thanked everyone who had contributed to the Annual Report and those who had assisted him in various ways throughout the year. He then presented a series of slides giving a summary of the church's financial position. He explained that the 2022 General Fund deficit of just over £6,000 is a reflection of the current situation, with rising prices and a number of regular givers who have died or moved away.

The Budget for the coming year also results in a deficit, and Rogan stressed that we need to look at ways of increasing our income, not just from stewardship but by getting more church members to commit themselves to Planned Giving and by considering other ways of raising money.

There were no questions. The Rector thanked Rogan for his report and for all the work he does as Treasurer throughout the year.

6. Stewardship Recorder's Report

The report of the Stewardship Recorder, Frank Sole was covered by the Treasurer. The Rector thanked Frank for his work.

7. Churchwardens' Reports

Susan Clarke:

"We are very grateful to everyone who volunteers on the Welcome Team rotas, greeting people as they arrive at church and looking after them while they are here. A special thank you to those who act as duty wardens in our absence, we are really very indebted to you – and also to our servers and to our verger team, Sue and Colin, for all the help they give week in week out.

Thank you, Margie for making sure 8 am services run smoothly, and for organising readers and pray-ers each week, who contribute so much to our worship.

A big thank you to our AV team who operate the cameras, the laptop and the sound system. This continues to be a much-appreciated service, with approximately 15 watching regularly live every Sunday and at least a further 30 or 40 catching up later in the week. I would like to especially thank Celia and the team of cleaners who do such a marvellous job cleaning the church, and a special thank you to the Flower Team who keep our church looking so beautiful.

Last but not least, many of you are signed up for the coffee rotas, serving refreshments after church services. Thank you to you all and of course to Lesley who organises that rota and does more than her fair share serving on it!

I would also like to record all our thanks to Roy for his hard work and dedication in steering the ship that is Cranleigh parish church through sometimes stormy waters, with good humour and wisdom.

Looking to the future, we are extremely grateful to Alan Walton for agreeing to take on the role of churchwarden. He has already been very active in the past year as Mike's deputy, learning the ropes, and will I know be very dependable and effective in the role and I look forward to working with you, Alan.

And so I would like to finish by saying a huge thank you to Mike Roberts as he steps down after six years as Churchwarden, during which time he has become an expert on pretty much every aspect of running this church. I know that Roy has already said this, but I would just like to add my own personal thanks for all the hours of work and prayer and commitment that Mike has given to the Lord's work here at St Nicolas Church."

Mike Roberts:

"The past year has seen the Church building and the Church Rooms continue to be maintained with the support of members of the buildings team on a volunteer basis but more so these days by employing trades people with the attendant additional cost. At this point I wish to acknowledge particularly the on-going volunteer 'can fix it' support by Tony Garstone and Peter Etherington, also Malcolm Keeping and Cynthia Plewman maintaining the balance between a tidy churchyard and a wilding churchyard. When the Surrey Wildlife Trust visited they thought we had the balance about right.

During the year two leaks in the choir vestry roof had to be repaired as well as more mundane matters such as a leaking toilet. More significantly, the window at the west end of

the north aisle had much of the stonework replaced or repaired that was supported financially by the Charity 1170.

As for the church rooms, the fascia had to be replaced after one of the winter storms earlier in the year. Further work on roof repairs is planned.

Looking forward, what continues to be a challenge is how best to address the need to provide good access and other facilities in the Church building for the less able.

As a step in that direction and as you should know, the west door of the Church is left unlocked whenever the Church is open throughout the week so giving a level access to all visitors at any time.

Early days discussions have started with our new Architect Adam Heike of Nye Saunders in Godalming, already producing some initial additional thoughts that has taken forward step by step would incur costs at each stage. The Church Council has already designated a sum of £5,000 as a fund towards less able access and facilities.

The architect also has produced some thoughts about opening up more space in front of the chancel steps which potentially would give more flexibility for community events in this building that lies at the heart of Cranleigh. Indeed, there is already a partnership event with Cranleigh Arts Centre and 1170 on Saturday 17th June 2023 with the Queen's 6 performing in the Church. With the use of our installed AV system and digitally controlled lighting more fund-raising events generally can set the scene for concerts going forward.

At this point I wish to thank the lady Church Warden of the past two years for her work in finding and encouraging volunteers for all our services and other ad hoc events. Thank you, Susan.

There is always a myriad of administrative matters to which to attend and importantly that our valuables are still where we think they are. An audit to this effect is carried out each year.

Finally, I wish Alan Walton every success as he takes on the Church Warden role."

8. Safeguarding Officer's Report

Brian Boxall reported that in 2022 the PCC agreed to adopt the Diocesan Safeguarding Policy. In October 2022 the Parish Safeguarding Dashboard was introduced, in which we must aim to achieve Level 3. Safeguarding now includes the issue of domestic abuse.

Brian thanked Katherine Tuck for the part she plays in safeguarding within the parish. PCC members undergo regular on-line training in safeguarding, and this is also available to anyone else who wishes to take part.

Brian commented that Covid has had a huge impact, especially on young people's mental health. He also alluded to the current cost of living crisis and the increase in the use of food banks – including the one in Cranleigh.

The Rector thanked Brian for his work as Safeguarding Officer. He said that we take safeguarding very seriously at St Nicolas. There are no major issues, but we always need to be prepared and on the alert.

9. Reports of Church Organisations

These are in the Annual Report on the website, and were taken as read.

10. The Rector's Report

"I begin by saying a huge thank you to everyone who has supported the mission and ministry of our church across the last year. In the past I have often read a long list of names, and usually managed to offend somebody who I have left off. So, this year, I'm just going to say that you know exactly who you are and what you do, and that without you the parish would not 'tick' and 'buzz' in the way it does! Thank you!

During the past year, our Parish, along with the rest of Cranleigh Deanery has been working through a process with the diocese, known as 'The Parish Needs Process'. The process has culminated in a new Church Development Plan, approved by PCC, and consisting of four priorities for Mission.

Our Previous Church Development Plan was last updated in 2018, and in response to the discussions at the Deanery Vision Day (April 2022) it has been agreed to start afresh with a new and simpler plan which is achievable in a limited timescale, and to adopt the philosophy that *'it is better to do less well, than more badly'*. What we have agreed to retain from our previous Church Development Plan, is our strapline, 'St Nicolas, Cranleigh – A Church which is Caring, Sharing and Daring'. In the new plan, our three main priorities, are linked to these principles, and also aligned with the three strands of the latest version of the Diocesan Vision, 'Transforming Church, Transforming Lives', and are being taken forward and implemented by our reconfigured PCC Teams.

We plan for growth in the following areas:

Priority 1 – CARING: Taking a fresh look at the way we do Pastoral Care (Aligned to Diocesan Transforming Church Transforming Lives goal 'Growing Disciples')

- We will revisit how we do preparation and follow-up to baptisms, weddings and funerals, recognising that it is these important moments in life that people are most likely to experience the Christian Faith in a new way
- We will re-examine our ministry to those who are housebound or in the care homes in the village
- We will reach out to those who have disappeared from our pews during Covid

Priority 2 – SHARING: Improving the way we reach out into the community (Aligned to Diocesan Transforming Church Transforming Lives goal 'Growing Diversity')

- The Church will seek to become more visible at village events and in community groups
- There will be improved outreach into the schools and pre-schools
- We aim to become more confident in sharing our faith and heritage with those who do not attend church

Priority 3 – DARING: Radically rethinking our Church and community Buildings (Aligned to Diocesan Transforming Church Transforming Lives goal 'Growing Community')

- To make our buildings more accessible to all
- Creating more space for worship and other activities

- Improving our disabled access and facilities
- Exploring further development of AV resources

Priority 4: Providing the resources to make the other three priorities possible

- Human resources – recruitment of volunteers
- Financial resources – providing the endowment necessary to sustain our initiatives

The coming year:

Much of this work is already underway, but a lot remains for us to do. In the coming year, the PCC will be prioritising all of this work, but it needs to be supported by everyone, through a commitment of time, money and prayer.

In the next couple of months, the PCC will be taking on three major policy reviews:

1. A review of the results of the current consultation on the future of our car park, leading to a decision as to whether or not we will be introducing parking charges. (May PCC Meeting)
2. A review of service patterns (in particular looking at the present Discovery Service and its effectiveness in our overall mission (June PCC Meeting)
3. A review of the future of Young People’s Ministry and the possible appointment of a Parish Outreach Worker (June PCC Meeting)

Jesus said, ‘I have come that you might have life, life in all its fulness’. As a church, we are, and will continually seek to proclaim Christ’s gift of fulness of life to our communities. Please support us as we seek to do this for the people of Cranleigh in the coming year.”

11. Appointment of Independent Examiner

This will have to await a proposal from the Treasurer and will be dealt with by the PCC.

Next PCC Meeting: Wednesday 10th May, 7.30 p.m.

There being no other business, the meeting closed with the Grace at 8.30 p.m.