

The Parish of Ewhurst with Okewood and Forest Green

PCC Meeting Wednesday 20th March 2024
7.45pm in The Wilson Room

Parochial Church Council Attendees

Tom Murphy	Michelle Matthews
Martin Lockwood	Chris Owen
Liz Tingley	Jan Moir
Angie Thomas	Graham Childs
Janet Templeman	Clive Ward
Jackie Avery (Hon PCC Secretary)	

Invited Guests: Rev. Rosemary Mason, Liz Coleman

Chair: Tom Murphy

Opening Prayers were led by Rev. Rosemary Mason

1. Apologies for Absence: Mike Brady, Amber Wood, Val Henry, Clare Harding

2. Adoption of Section 11 Meeting Resolutions

Tom Murphy proposed the adoption of the Section 11 meeting resolutions; seconded by Angie Thomas and all in favour. Tom Murphy proposed a vote of thanks to Martin Lockwood for all the work he has done on this; seconded by Clive Ward and all in favour.

3. Meeting Protocols

Following the regretful incident at the last meeting, Standing Committee had discussed how PCC meetings should be conducted in future. The Protocol was read out by Tom Murphy and is attached as Appendix A.

Tom Murphy proposed acceptance of the protocol and the closure of the issues from the last meeting. All agreed.

4. Amendment and Adoption of the Minutes of the PCC meeting of 30th January 2024

4.1 Clive Ward requested an amendment to para 11, regarding Christingle: It was proposed that the Christingle collections go to the Children's Society and the crib collections go to Crisis. All in favour of this. This amendment was unanimously adopted.

4.2 Martin Lockwood confirmed in para 4.1 that the cost of the scaffolding was £600 and the total cost of the replastering work was approx. £5,000.

Martin Lockwood proposed these amendments be accepted, seconded by Tom Murphy, all in favour.

5. Action Points and Matters Arising

5.1 Trustee Documentation – Michelle Matthews stated that the documentation has to be re-done in May so at the next PCC after the APCM, time will be set aside for members to complete the forms during the meeting. **Action PCC Members**

5.2 Altar table position – done

5.3 Rectory parking signage – done

5.4 Work in woods behind The Ark – Tom Murphy discussing finance with the diocese.

Action Tom Murphy

5.5 Liaison between Revd Mason and the Youth Team – done

5.6 BHA collection – dates provided by Jane Harry

5.7 Quinquennial works – Martin Lockwood monitoring; next inspection 21st March 2024, information on work completed has been passed to the architect.

Action Martin Lockwood

5.8 Statement of Needs and Development Plan – done

5.9 First Aid – cf **Action Val Henry**

5.10 Youth Team Meeting – held on March 11th

6. Church Development Plan Review

Tom Murphy proposed that three categories should be used to update the plan; 1 – going well, 2 – more to do, 3 – no action yet

Additional Comments to scoring:

1 – (7) Men's breakfasts need to get people to sign up to come.

1 – (10) New welcome packs are being developed.

2 – (4) 4 confirmation candidates from Ewhurst to be confirmed on Easter Saturday at 7.00pm in St Nicolas, Cranleigh

2 – (7) Currently no youth choir at SPSP but there is a group of young bellringers

2 – (8) No request for an All-age service at SPSP at present.

3 – Eco Church work outstanding

4 – There is a Finance team but they do not meet.

Card payments are accepted and can be gift aided under the £50,000 availability across all churches. For the donor, they could fill in a green envelope and state payment by BACs. The machine used at Okewood allocates Gift Aid and can be used for special events.

Updated Plan sent separately.

The Development Plan will be reviewed at the next PCC.

7. Group Reports

7.1 Holy Trinity Church have a Quinquennial bill of £70,000, but they cannot afford these costs.

7.2 Youth Team reports from Revd Rosemary Mason and Jan Moir. It was understood that any changes or additions to children's services would have to be approved by the Area Dean. Since the Christingle service was a great success the proposal would be to have services for all children, not just those at Ewhurst Infant School. The school Headmaster felt Friday afternoons were not a good time as children were tired.

However, then Youth Team were asked to circulate their proposal for a trial project to the PCC. If approved at the next PCC meeting, a letter could be drafted to the Area Dean.

Action: Youth Team

The team were thanked for their efforts.

8. Financial Report

The report for the first 3 months of 2024 was issued to members by the Treasurer. There is currently £17,546 in the general funds. It was confirmed that the plasterwork repairs in Ewhurst Church were paid out of the Ewhurst Capital fund.

9. Electoral Roll

Liz Coleman reported no additions to the electoral roll, with one death at Okewood.

10. Screens in SPSP Ewhurst

A proposal has been made by the FSPSP, that fixed screen be placed in the church for use at special events and performances, as St Nicolas, Cranleigh have done. However concerns

were raised that if the screens were visible they might be attractive to thieves and also that they would impact the internal architecture of the church.

Martin Lockwood proposed that the PCC could agree in principle to some form of audio visual equipment in the church. However only portable, movable screens would be allowed so they could be brought out and set up where and when needed.

It was proposed that a special meeting be convened to discuss the full proposals and implications and Bob Foley to be invited. Nothing will go ahead until after the grant is received from HLF. Any final proposed faculty requests would need to be agreed by a full PCC meeting. **Action: Martin Lockwood to progress**

These proposals were agreed by the meeting.

11. Safeguarding

The Safeguarding report and list of outstanding Safeguarding Training had been issued by Sarah Smith. The safeguarding training is online and can be done in the office if needed.

DBS checks maybe required by some PCC members. **Action: PCC members**

Approval was sought from the PCC to review and approve the slight change in wording regarding the reporting of Safeguarding concerns, as recommended by the Diocese. This was approved by the meeting.

12. Wardens' Reports

12.1 Martin Lockwood has the Quinquennial inspection meeting tomorrow; he will create a list of future works and costs. **Action Martin Lockwood**

12.2 The Forest Green Quinquennial has been noted in para 7.1.

12.3 The issue with church keys has been resolved.

The Rectory has now been let, with a family moving in from 21st March.

The water leak has been resolved but at the same time it was discovered that the water for the Rectory and The Wilson Room is on the same pipeline. The Diocese has been advised and a proposal made that the tenants pay 11 months and the parish pays 1 month of the bill, which is paid annually. This was agreed by the meeting. **Action Liz Tingley to advise the Diocese.**

12.4 A request has been received for more church events to be held and a team of people to be set up for this. Offers from those wishing to take part to be given to Tom Murphy

13. Future Events

Prayer meeting for the vacancy on March 27th at 5.30pm .

Confirmation service at St Nicolas, Cranleigh on March 30th at 7.00pm.

The APCM will be held on Wednesday 1st May in the Wilson Room, 7.00 for 7.30pm, to be chaired by the Area Dean.

Next PCC Meeting May 29th at The Ark, 7.00pm for 7.30pm

Rev Rosemary Mason closed the meeting with prayer at 8.40pm

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Tom Murphy
Chair

APPENDIX A

Protocol Statement

PCC plays a very significant role in our parish, especially so during a vacancy, and these bi-monthly meetings are where we make decisions about how the church will be run.

We value highly the contribution of each member of PCC, and we strongly encourage open debate.

However it is very important that we conduct these meetings according to set protocols. I remind us all that those who wish to speak should indicate that to the chair and should wait to be called so that our business can be conducted in a seemly manner.

It is also important when we disagree, as we will do at times, that we continue to treat each other with kindness and respect; that we listen to each other and respond graciously, as befits the body of Christ.