

## Minutes of PCC Meeting - Monday 14<sup>th</sup> December 2020

**Present:** Beverly Watson (Chair), Marguerite Barclay, Rebecca Brown, Rob Burch, Rob Crossingham, Simon Doran, Eve Gunn, Henrietta Harding, Robin Holdsworth, Julie Lodge, Simon Moulden, Carolyn Nicholls, Paddy Payne, Jo Smalley, Trish Tye (Secretary), Martyn Whiteman.

**Apologies:** Chris Lambert

### 1. Approval of minutes

1.1. The minutes of the meetings held on 12<sup>th</sup> October 2020 were approved.

### 2. Standing committee decisions

2.1. The notes from the Standing Committee meeting held on 17<sup>th</sup> November 2020 were noted. Robin asked for clarification on decision making by the Standing Committee and the Senior Team. Beverly explained that the Senior Team meet to bounce ideas around that then come to the Standing Committee or PCC for decision making.

### 3. Vision Groups

3.1. Premises

(see Appendix A for the report from the Premises Vision Group)

Robin additionally reported that the new digital tell-tales should be read monthly, but we haven't received any readings as yet. Robin will contact Brian Webb.

Some temporary repairs have been made inside and outside of the chapel to prevent ingress of water.

Carolyn reported that further work on the Reading Room door has not solved the leaking problem.

#### 3.1.1 Field access

Martyn asked about the effectiveness of the boundary letter that has been sent to those neighbouring the field. Carolyn explained that Wendy Harris at the Diocese says that any legal issues can be directed to the Diocesan Registrar. We have had one comment back saying we were incorrect about access being permissive only and Carolyn has written to Wendy and Registrar on this point.

Martyn is concerned that it is not just those who back on to the field that are of concern as many others use the field.

Beverly suggested that Carolyn and Martyn liaise further on this matter, along with Rob Crossingham.

### 3.1.2 Replacement chairs

Julie questioned how some of the chairs got damaged and Paddy explained that they were damaged as result of the wrong trolleys being delivered. These have been refurbished and the trolleys replaced. The PCC gave their thanks to Paddy for getting that sorted.

### 3.1.3 Ground source heat pump

Rob Burch gave further detail on the report that we have had regarding ground source heat pumps. The government's current financial incentive to take this up expires at the end of March and so we're too late to take advantage of this. Rob's view is that, given government discussions and the C of E commitment to be carbon neutral by 2030, the scheme may return. A key requirement is that we would need to borrow a large sum. Thorn Bank could be mortgageable, but it is owned by the Diocese (the Diocesan Board of Finance are the trustees of the field).

Beverly encouraged the Eco and Premises Vision Groups to continue to pursue potential solutions.

### 3.1.4 Field clearance

Marguerite questioned whether the field clearance is achievable by a small team. Carolyn replied that we will get there slowly and should be able to engage community support for the bottom end where we plan a community orchard.

## 3.2. Missions Vision Group

(see Appendix B for Mission Group proposal).

Julie pointed out that we have PCC members involved with Friends International and so we need to ensure that this is a secure decision and to protect those PCC members. Martyn and Carolyn declared an interest and so abstained from this vote.

Henrietta suggested that in future years it would be helpful to have a broader description of the work of each charity, and links to their websites.

**Proposal:** That the PCC adopt the charities as listed in Appendix B  
**Proposed:** Paddy Payne; **Seconded:** Eve Gunn; **Abstentions:** Martyn Whiteman and Carolyn Nicholls; **Remainder:** agreed.

### 3.3. Events Vision Group

(See Appendix C for report)

### 3.4. Eco Vision Group

(See Appendix D for report)

## 4. Transforming Church Plan

Beverly reported that at the recent 'Away' morning we looked at the plan in more detail, although we didn't have a huge amount of time. We were able to feed back on some useful points.

As a PCC we need to approve this version of the plan before sending to the Diocese. We have six goals connected to their respective Vision Groups. They are a good summary of our priorities and what we hope to achieve.

Marguerite raised that we didn't have time to explore outcomes and how we evidence any changes. Beverly suggested that we include evidence in the progress column of the document. Paddy questioned the remit of the report and whether qualitative feedback might come from a Vision Group report. Beverly added that the report is supposed to be quite short and simple.

Jo mentioned that the report on the Pilgrim course from Annie Twidell that was featured in the magazine was a good example of feedback that we can note.

Trish explained that we can record what we like as progress and outcomes and that each Vision Group can give thought to how they could measure any outcomes.

**Action: Trish** to change the progress column to 'Progress & Outcomes'

Simon Moulden is concerned that the actions in the plan are still inward looking and need more detail. There are more partnerships to be formed. No details of that in the plan. We need to challenge ourselves for ideas.

**Proposal:** – That we adopt the plan

**Proposed:** Beverly Watson; **Seconded:** Henrietta Harding; All in favour.

Going forward, we need to look at each of the goals, one at each PCC.

Martyn suggested that each Vision Group would be helped with some questions to stimulate thought as they develop their areas.

Jo suggested that we take a look at other churches plans to see how we compare.

**Action: Beverly** – to request other plans from the Area Dean.

It was agreed that we would initially focus on Children & Young People.

**Action: Trish** to inform Jeanette.

## 5. Vicar's Report

Beverly reported on the time since our last PCC:

- PCC away morning on 23<sup>rd</sup> November, with a session led by Julian Hubbard and a review of our church plan.
- Since 6th December we have been open again for services again. We reopened with some extra precautions – e.g., screens for the singers, floor markers, using two exits.
- Advent and Christmas services are underway. The Christingle on 6th went well both in the morning and afternoon. Six or so families attended, including some of our Messy Church contacts, as well as usual congregation.
- The Carol Singing and Carol Service were different but went well. The choir did really well. The Zoom session of the Service was well supported with 17 logins.
- We have implemented a booking system for Christingle, the Carol Service and the services on Christmas Day. People are cottoning on and getting themselves booked in and we've not had to turn any away as yet.
- QE have cancelled their Christmas services this week due to COVID.
- We still can't hold Dray Court Services, but we visited them for Carol Singing.
- The 3rd Pilgrim course has just ended and has received positive feedback. The 4th course will run in January and the 5th will run as our Lent Course. New people from the community have attended.
- Pastoral Care – we have encountered ill health within the congregation and locally, also some mental health issues. We're very grateful to Marguerite for leading the team. Pastoral care takes much of Beverly's time.
- Carolyn has been Church Warden for nearly 5 years and plans to finish in March. We need to give thought and prayer for a new Church Warden. If you're willing to step in, please talk to Beverly.

Henrietta offered that to Beverly for all her hard work.

## **6. Safeguarding**

Julie reported that lock down gave us time to reflect on what we could do further from a safety point of view. We're getting information from the Diocese on a weekly basis to help with this. Parish Safeguarding Officers also get sent a newsletter.

We have a few things to deal with in the New Year, including ensuring church email addresses for people in church roles, and scheduling training.

There are six of us on the Safeguarding Team and we're meeting at least monthly.

Beverly offered her thanks to Julie for this demanding role.

## **7. Dates and Events**

The PCC reviewed the first version of the calendar for 2021.

## **8. AOB**

There was a discussion on whether we review actions from meeting to meeting and whether it's possible that some actions get lost, or don't get reported back on. It was agreed that we would include an 'Action Log' in the agenda that shows outstanding actions. Trish to action.

## **9. Dates of future meetings**

Standing Committee – 19th January 2021

PCC – 8th February 2021

## **PART 2 (Confidential items)**

(none)

**Note:** The [Parish Safeguarding Handbook](#) is referenced here for your convenience.

Minutes approved on 8th February 2021

Signed:

## Appendix A

### Premises Vision Group Report December

1. The church floor has been resealed by the original contractors following a) problems removing rubber and other marks when cleaning and b) areas of patchiness of previous coating.
2. Some dollies for stacking the chairs as well as damaged chairs have been replaced.
3. Temporary repairs have been made both internally and externally to the Chapel window. A wooden support has been installed to support an internal beam.
4. A new digital monitor has been installed to measure movement of the external bricks underneath the chapel window. The monitor can not be read by us so the consultant will be charging £150 per visit. So far, no reading details have been received.
5. Although it has not been possible to obtain the working drawings of the church construction, information relating to the floor construction has been found which indicates that a layer of sand was put on top of the compacted hardcore before laying a concrete raft. It may be that over the years the sand has been washed out causing a slight movement in parts of the church. This movement has been exacerbated by a) the wetting and drying of the clay particularly in the Chapel area and b) the roots from a nearby oak tree.
6. Various methods have been tried to stop water ingress in the Reading Room. The door mat and surrounding carpet are looking decidedly unhealthy. The latest attempt to stop the water seeping in was made on 12 December.
7. The new remote controls for the heating system appear to be working but windows and doors of the Church must be kept open in accordance with Covid 19 regulations.
8. A letter has been drafted for neighbours backing onto the field reiterating that access to the field is a privilege not a right.
9. Clearance of brambles, undergrowth and unwanted small trees is continuing on the field and it is hoped to start clearance at the far end of the field in early spring. At the same time a new compost area for grass cuttings has been constructed near the metal shed.
10. The application by the owners of 8 Thorn Bank to develop that property has not yet been considered by GBC.
11. A quotation for Ground Source Heat Pumps to heat the Church, the Hall and the Vicarage has been received from Elite Renewables Which is based on 130metre deep boreholes. The cost would be £260,000 including VAT.

## Appendix B

1. Proposals for Mission support in 2021. The general guideline being followed was support for any given beneficiary for 3 years at a time, unless there was a strong case for supporting longer. This year, it was hoped that the names of the proposed beneficiaries would be circulated to PCC members as soon as these Notes were available, with a request that any comments or suggestions be referred to members of the MVG before their next meeting on 23<sup>rd</sup> November, when it was hoped new members would be on board, and the MVG could then make a final recommendation for the PCC to approve at its final meeting of the year.
2. Proposals for 2021 support:
  - (a) Friends International (considered appropriate for continuing support, given the close local connection)
  - (b) The Bishop of Guildford's Foundation (being a wider based support Organisation than some of the others supported in 2020.
  - (c) Mosaic Middle East (A key Mission for support overseas at All Saints')
  - (d) Bible Society (to complete a 3 year term)
  - (e) United Society Partners in the Gospel (core beneficiary, second year)
  - (f) Five Talents (second year) and
  - (g) North Guildford Food Bank. To be noted: (i) Any Lent Appeal funds to go to (b) above. (ii) Christian Aid to be supported in May. (iii) Mission to Seafarers as usual in July. (iv) A Rocha to be the main Harvest Charity for cash donations. Donations of food at harvest, as per 2020, for the Food Bank. (v) The Koens family/Wycliffe to be continued in 2021 as our special Mission Project, as per 2020. The Koens would be in the UK on furlough in 2021, and they will be consulted about their future needs.
- (b) 2 speakers at main Services in church to be invited in 2021, one from A Rocha, because of the Eco awards, it being known that another church in Surrey had recently been visited by a speaker from there, and the other being one or more of the Koens family.

## Appendix C

I know people keep saying what a strange year this has been, so I won't say it again. As far as the Events Vision Group are concerned it's been a very quiet year with very little to organise, no suppers to prepare, no cake stalls, no bonfire night hot dogs and mulled wine! The three quizzes that we facilitated were very successful, thanks to Robin and Sylvia for their questions, and Trish's aptitude in front of a computer!

So, it was with a bit of trepidation that I learnt that we had had a suggestion to run an Online Christmas Fayre! Not something I had run before, but once again Trish came up with lots of ideas how we should organise ourselves and before I knew it we had an online page of items for sale, links to prices and pictures and many spreadsheets listing all our wares.

We asked for donations for items to sell and were amazed at the response we had, altogether we had 135 individual items some of which had multiple quantities. These included Christmas cakes, Veg boxes, Face Masks, Christmas cards, Christmas biscuits, Chocolate cakes, Marmalade, a variety of soft toys, hats and bags and even some babies hand knitted jackets. Some of the donors weren't known to us previously, but were happy to contribute to the Fayre.

Our thanks must go to all those who were prepared to bake, sew, knit and deliver items, without them it would not have been nearly so successful.

So far we have made £700 which is brilliant and we still have some Christmas cards and Facemasks to sell, also Trish is always willing to make more marmalade and biscotti if anyone would like them.

Maybe this is something we can do IRL in the future!

Happy New Year everyone!

Eve, Trish, Jeanette, Sue, Henrietta and Jean

## Appendix D

Main things that have been happening:

- *The bucket bond project.*  
Brilliantly co-ordinated by Julie Shaw and the ponds are looking really good. It'll be interesting to see the wildlife arrive. Hoping that Beverly is enjoying the new addition to her garden.
- *Re-wilding in the church field*  
We've installed the bug hotel, a hedgehog house and several bird boxes – all in the hope of encouraging wild-life to the field.  
I'm continuing to feed the birds in the memorial garden – hopefully feeding the squirrels a little less now with a new 'squirrel baffle'!
- *Recycling*  
Our recycling collection point is doing really well.  
We have already sent in nearly **6,000** empty crisp packets and I have 3 more large packing boxes to go this week.  
We've also sent **1,722** Ella food pouches, again with another half box collected already, We've taken a full box of used pens to Rymans and a full box of dental items to the local dentist.  
Ink cartridges – this year we have kept nearly 18kgs of ink cartridges out of landfill and have raised £111 from them.

As well as doing the right thing for the environment, the recycling scheme has brought many new people into the church building. Often, Beverly or I have an opportunity to chat to the donors and perhaps give them a small introduction to the church.

I've also been phoned by a church in Woking who wishes to setup a similar scheme. All good for our profile.

Looking forward:

- We're looking at the Eco church list again to see what we can do next to work towards a gold award.
- There is a new scheme called 'Creation Care' which is like Eco-Church but for households.  
*The scheme covers 7 areas of household life:*
  - *Worship and prayer*
  - *Home*
  - *Garden*
  - *Travel*
  - *Food*
  - *Possessions*
  - *Community and global engagement*

You can enter the scheme by completing a questionnaire that covers each of these areas. This will tell you how well your household is doing at each of these aspects of caring for creation, and hopefully give you ideas of ways you can improve.

Once you reach an award level, you can receive a certificate. Participating churches may give out these certificates during services

Once you reach an award level, you can receive a certificate. Participating churches may give out these certificates during services. Don't worry if your church isn't participating, as you can still print off your certificate at home.

