

Parochial Church Council Meeting Minutes

Thursday 8th September 2022

7.30pm - Wisley Room, Church House

Chair: Rev. Nick Parish (NP)

Secretary: Rob Jeffery (RJ)

Members Present: David Eggett (DE), Mary Gilbert (MG), Sarah Lutton (SL), Judith Mitchell (JM), John Padwick (JP), Meg Topley (MT), Helen Williams (HW), Martyn Holloway-Neville (MHN)

Sarah Jeffery (SJ) – joined online

1) Opening Prayer

Led by Rev Nick Parish marking the death of Her Majesty Queen Elizabeth II.

2) Apologies for absence

- a) Richard Deavin (RD)
- b) Margaret Angus (MA)
- c) Laurence Impey (LI)
- d) Howard Bluett (HB)
- e) Phil Keith (PK)

3) Declarations of Interest

None

4) Update on Trustee Details

Members check and sign Trustee Declaration Forms.

5) Update from Events Committee

Alyson Aronson joins us to update on the Events committee. The committee feeling are finding that putting on events is challenging in a post pandemic world. Going forward it is suggested that in 2022-23 the committee organise a Christmas fair and a bigger event in the summer eg. Picnic, garden party or summer fair.

Discussion that the events committee might work in a different way, others might want to organise some different events and the committee will support in the organising of these events.

We need a renewed effort to publicise all events, 'divine and secular', as a whole community – rather than lots of separate events publicised separately.

Vote on organising the Christmas Fair – the PCC agrees that the events committee should go ahead and organise the Christmas Fair.

Chair requests that if anybody has suggestions for events, please make these suggestions directly to Alyson and the events team. Our thanks from the PCC to all the hard work of the events committee.

6) Safeguarding Update

- a) Safeguarding update from Guildford Diocese & Recommendation for members of the PCC to be DBS checked

All members asked to email RJ if they don't wish to be DBS checked.

HB will focus on record keeping as part of his role in the safeguarding team, and will cover this post until the next APCM in 2023.

7) Health and Safety Matters

Noted that the tomb outside church/at the top of the steps is of significant Health and Safety concern as a result of NP's recent accident. DE has sought advice from the DAC and the DAC stone mason will attend and offer advice on what could be done about the plinth around the base of the tomb.

The PCC agrees that we should cover any deficit between the insurance policy cost and the overall cost from NP's dental work.

8) Minutes of the previous Parochial Church Council meeting (8th June 22)

Minutes signed as a true record of the meeting

9) Matters Arising:

- a) Item 4 from PCC minutes of 31st March 2022 - 4. *Correspondence: £300 will be donated to the Guildford Diocesan Guild of Church Bell Ringers Restoration Fund.* – payment has now been made.
- b) Update on Slavery Research Project

Alana wasn't able to provide the report in advance. JM read the report to members.

Suggestion that the PCC should travel to Bristol Cathedral to view the 'All God's Children' exhibition – the Dean of Bristol is happy to talk to the PCC about how they have completed their research project. JM will publicise this to the wider congregation.

Timeline for events:

- Antislavery Sunday on 18th October.
- Detailed report from the researchers by March 2023.
- Second Annual lecture in Spring 23
- Bishop Jo to lead a service in late Spring / Early Summer.

Saturday 1st October – documentary 'After the Flood' at Oatland's Weybridge, a documentary about how the church got involved in slavery and how we can move forwards from that.

The PCC will seek the views of the congregation and make a recommendation to the Diocese at the appropriate time.

- c) Correction to point 4 of the 8th June minutes. Recent discussions with the CCLA account show that LI was never a signatory and therefore does not need to be removed.

10) Ministry and Mission

- a) Invite to Epsom Parish Needs Process Strategy Day

NP attended meeting with Richard Lloyd (strategy leader) to find about the process for the Parish Needs Process. Eight members agree to attend the launch day at Christ Church.

b) Adopt a Parish Mission Statement (assumed into point a and deferred for further discussion as part of the Parish Needs Process)

c) A vision for future ministry and mission in Langley Vale

Hall plans need to be finalised and discussion needs to be had with the Arch Deacon, NP will make a meeting with the Arch Deacon for this matter.

d) Mission and Outreach committee report

Noted that the Harvest Charity will be USPG Growing Futures Harvest Appeal.

e) Ministry Team report – Update on Children and Youth Ministry

Received and read by members.

11) Resources

a) Building strategy update

i) Langley Vale site

(1) Commercial Valuation of the Langley Vale Hall

DE assures that the Village Hall has financial viability to pay the new lease.

The Parochial Church Council hereby resolve to accept the report dated 21 June 2022 from Mark Everett Property Services, in accordance with Section 119 of the Charities ACT 2011 and the Charities (Qualified Surveyors Report) Regulations, and enter into a new lease with the Langley Vale Village Hall Association on the terms as set out in that report with the additional terms to cover

- *that the Church has free access into the Village Hall every Sunday and whenever a service is being held in St Stephen's Church to use the Toilets and kitchen,*
- *that there is a 5 year break clause in the lease,*
- *and that the rent is to be reviewed every five years.*

Proposed: David Eggett

Seconded: Sarah Lutton

For: all

Against: none

Abstain: none

(2) Paper from Bishop's Council (DE)

The Parochial Church Council hereby resolve and agree to indemnify the Guildford Diocesan Board of Finance from and against all legal costs and other expenses or liability incurred in connection with new lease with Langley Vale Village Hall Association.

DE ACTION: Legal advice will be sought and the resolution will be circulate to vote on by email

(3) Lease for Langley Vale Hall

Suggestions that the lease should be considered to include such things as break clause and ability for the PCC to review the £1200 yearly cost if the financial position of the.

The Parochial Church Council hereby resolve to instruct Temple Bright LLP to prepare and agree a new lease with Langley Vale Village Hall Association on the terms as set out in the report prepared by Mark Everett Property Services dated the 21 June 2022

Proposed: David Eggett Seconded: MHN For: All Against: None Abstain: None

ii) John Chandler Hall

Gone very quiet, Mark Everett thinks that the potential hirer has probably pulled out without telling us. Bright Horizons lease continues till April 24.

ACTION: Options to be discussed at the November PCC meeting.

iii) Church House / Church West End Redevelopment

See report in item 13.

12) Standing and Finance committee report

a) Draft minutes of the committee meeting – 27th July 2022 (NP)

- Update on 6b – MHN will prevent a paper at Fabric in October re. defibrillator.
- Item 7 has been actioned (signatories on NatWest Bank)

13) Fabric committee report

Received with thanks.

14) Treasurer's Report

Received with thanks.

JP asks about the next 6th months – what might be planned to take into account the rise in energy costs. Prices are fixed still spring 2024 at a significantly lower costs than current market value. Thanks has been made to DE for monitoring and fixing these costs.

DE reports that the Parish Manager is going through the process of reviewing the rental charges over the coming months to take into any potential hike in energy costs at the end of the fixed price. There is an increase in hirers coming back to use Church House.

15) Other items

a) Meeting Calendar (RJ)

Circulated to members for information – please note the dates that may be different from previous lists

- b) Committee Membership (RJ)

Noted that MG is not on the Mission and Outreach Committee.

- c) Update on Training (JM)

Received with thanks.

16) Correspondence

17) Any other Business (Please give details in writing to the Secretary 24 hours in advance of the meeting)

- a) Churchyard Regulations (DE)

New regulations have been circulated by the Diocese and available for inspection if we wish. Discussion about how we manage the memorial garden – regulations are being updated by NP and the Parish Manager.

- b) Alyson updates about how the bells will be rung in accordance with operation London Bridge. Bells will be rung at 12midday on Friday 9th September and again when the accession is announced.
- c) Update about the Death of Her Majesty
 - i) Funeral 9 days after death. Suggestion that we could show the funeral in church RJ to research.
 - ii) A memorial service will be held at St Martin's on 11th September in the morning as part of Choral Matins.
 - iii) Celebration service for the new monarch will be planned in due course as per the guidance from the Diocese
- d) Thanks to the secretary for preparing the agenda and papers for the PCC meeting.

18) Closing Prayers

Led by Rev. Nick Parish

Signed as a true record of the meeting.

Rev. Nick Parish

Date: 23rd November 2022