

Parochial Church Council Meeting Minutes

Wednesday 23rd November, 7.30pm – St Martin's Church

Chair: Rev. Nick Parish (NP)

Secretary: Rob Jeffery (RJ)

Members Present: David Eggett (DE), Sarah Lutton (SL), Judith Mitchell (JM), John Padwick (JP), Helen Williams (HW), Martyn Holloway-Neville (MHN), Phil Keith (PK), Richard Deavin (RD), Laurence Impey (LI)

Sarah Jeffery (SJ) – joined online

Guest speaker: Naomi Ahronson

Meeting opened at 7.33pm

1) Opening Prayer

Led by Rev. Nick Parish

2) Apologies for absence

- Margaret Angus (MA)
- Howard Bluett (HB)
- Mary Gilbert (MG)
- Meg Topley (MT)

3) Declarations of Interest

None

4) St Martin's School – PCC Governor Application – Naomi Ahronson

NP gives a brief background about the structure of governance at St Martin's school post it joining the Multi Academy Trust.

NA gives brief introduction about her faith journey and how this links to the ethos of St Martin's school. SL asks how we could support NA in her position as PCC governor.

PCC to formally agree the application by Naomi Ahronson to be a PCC appointed Foundation Governor for St Martin's CofE Schools.

Proposed	Nick Parish	Seconded	Martyn Holloway-Neville		
For	All	Against	None	Abstain	None

5) Safeguarding Update

MHN – question about the 'dashboard' to DE/SL has this been completed?

NP to check.

6) Health and Safety Matters

None

7) Update on Data Protection Requirements – NP

- a) Check list from Guildford Diocese

NP explains regulations. Question about need for a member of the PCC to be named as the co-ordinator – passed to Parish Admin Assistant to organise and report to the PCC annually.

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

a) Matters Arising from 8th September

i) Brathwaite Memorial – proposal from JM

PCC Vote to accept the following proposal by Judith Mitchell:

It is proposed that the PCC authorise a notice to be placed by the Brathwaite Memorial (the owner of a plantation using slave labour) acknowledging that the PCC recognises that the presence of this memorial, and others, in our church may cause distress. The PCC and the church of St Martin's are engaged in a reflective process as to how we might go forward.

Proposed	Judith Mitchell	Seconded	John Padwick
For	10	Against	1
		Abstain	None

9) Ministry and Mission

a) Parish Needs Process – SL

SL introduces the overall process and NP explains the key dates for the meeting. Draft plan has to be presented to the Archdeacon on the 3rd May.

b) Ministry Team minutes – 19th October – NP

For information to the PCC – received with thanks.

10) Resources

a) Langley Vale site

i) Update on PCC's legal position re. request to indemnify the DBF – DE

All members have received and read the legal advice. MHN thanks DE for getting the clarification on this point.

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 a new lease with Langley Vale Village Hall Association.

Proposed	David Eggett	Seconded	Martyn Holloway-Neville
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For **All** **Against** **None** **Abstain** **None**

ii) Lease for Langley Vale Hall – update from the Churchwardens

A new lease will be requested from Iain Macfarlane and this will be discussed by DE, SL, RJ on the 5th December with Iain Macfarlane.

b) John Chandler Hall

Paper received with thanks. NP has met with the Archdeacon and Wendy Harris from the diocese – they have experience of developing listed buildings and can share this if needed.

Vote by PCC members to agree that the Vicar and Wardens can enter into an agreement with Mark Everett to provide us with professional advice on how we might sell the John Chandler Hall.

Proposed	David Eggett	Seconded	Sarah Lutton		
For	All	Against	None	Abstain	None

c) Church House / Church West End Redevelopment

Church House – awaiting plans from the architect.

West End Redevelopment – three updated drawings are circulated to members during the meeting. RD explains the three options that have been drafted.

Action: RD to chair a meeting with RJ, MHN, PK, HW, SL, DE to examine the strategy behind our buildings and the project moving forward & conjunction with the Parish Need's Process.

11) Standing and Finance committee report

a) Draft minutes of the committee meeting

Received with thanks

b) Report from Parish Manager re. occupancy and usage of Church House

General discussion about the need to increase the hiring fees to allow for the rise in energy costs. Update given on the recent break-in at the Parish Office. Some discussion regarding the need to continue to increase our rate of hiring.

**Action: PK to arrange meeting with the Parish Manager about how we might continue to increase the lettings revenue.
PK to investigate venues in the locality and offer a comparison for consideration.**

12) Fabric committee report

NP highlights that the stonemason recommends that the shallow centre steps are replaced – DE is awaiting quotes.

a) Defibrillator proposal – MHN

The PCC is asked to consider the options put forward by MHN as detailed in the appendix to the fabric committee report.

The PCC is asked to agree, on the recommendation of the fabric committee, the following:

1. **Agree** that purchasing and installing an AED would be a positive activity for St Martin's, and approve the budget to finance this project; and
2. **Authorise** Martyn Holloway-Neville to begin necessary enquiries for a swift purchase and installation

Final costs for purchasing and installation should be presented to either the PCC or SFC (whichever is scheduled for meeting closest to the appropriate time) for final approval before purchasing the necessary equipment.

Proposed	Martyn Holloway-Neville	Seconded	Phil Keith		
For	All	Against	None	Abstain	None

b) West Terrace Tomb Works – RD / DE

Members are invited to authorise the Vicar and Wardens to instruct Anstey and Stone to carry out the works as set out in the quotation dated the 07 November 2022 in the sum of £1,962.00 plus VAT.

Proposed	David Eggett	Seconded	Judith		
For	All	Against	None	Abstain	None

c) Fire Risk Assessment update – DE

DE has spoken with the insurers who have replied that a risk assessment is essential, they are of the opinion that we can do this in house.

Action: RD to action a plan on how to implement the risk assessment process

13) Treasurer's Report

- a) Q3 financial report – DE

Received with thanks. PK asks about the increase in Worple Road management fees

Action: DE to investigate and update members about Worple Road management fees

2106 RD leaves the meeting

14) Deanery Synod Report

- a) Meeting notes – 5.10.22 – MHN

MHN – highlights that the Deanery Synod have yet to debate the motion on Living in Love and Faith that was proposed by HB in June and passed by the PCC.

Action: RJ to press the Deanery Synod to debate our motion – will liaise with MHN/HB on this issue.

15) Resolution on Marriage – LI

LI proposes the following resolution:

The PCC urges the Church of England, while acknowledging that other social arrangements will suit some people, to affirm loudly and clearly that, generally, marriage between a man and a woman remains the fundamental building block of a stable society in which children can best thrive.

Proposed	Laurence Impey	Seconded	None
For		Against	Abstain

Motion is not voted on.

16) Correspondence

- a) **LLF Comments** from HB – circulated to PCC members for information

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

a) **MHN - Name Badges**

After a discussion with a congregation member, a suggestion has been made that the welcomers have name badges with their first name on it to allow people to make a personal connection when they arrive at the church for a Service.

- b) **MHN - Re-Gilding** – A member of the congregation has requested that we would like the PCC to re-open conversations with the relevant war memorial authorities about re-gilding just the cross and the Biblical words. The point being that the Word of God should be read within the church.

It was recalled that previously the Diocesan view was that the war memorial should be left alone, NP will consult to see what the current view is.

Action: NP to consult with the DAC

- c) **Mission & Outreach committee** – verbal report by LI, three speakers have been booked for the three Sundays after Easter. List of organisations that we have donated to has been circulated.
- d) DE updates the PCC that a potential candidate for a treasurer has been found and is going to assist with some of the strategic financial expertise that the PCC is lacking.

18) Closing Prayers

Led by Rev. Nick Parish

Meeting Closed 9.28pm

Minutes signed as a true record of the meeting:

Rev. Nick Parish

Thursday 5th January 2023