

The Parish of Ewhurst with Okewood and Forest Green

PCC Meeting Tuesday 30th January 2024
7.30pm in The Wilson Room

Parochial Church Council Attendees

Tom Murphy	Michelle Matthews
Martin Lockwood	Clare Harding
Liz Tingley	Jan Moir
Angie Thomas	Jan Jesson
Val Henry	Shirley Dighton
Graham Childs	Janet Templeman

Invited Guests: Rev. Rosemary Mason, Liz Coleman

Chair: Liz Tingley

Opening Prayers were led by Rev. Rosemary Mason

1. Apologies for Absence: Mike Brady, Michelle Matthews, Amber Wood, Chris Owen

2. **Adoption of the Minutes of the PCC meeting of 23rd November 2023:**

The phrase House of Duty will be corrected to House for Duty. The minutes were accepted with these amendments.

3. **Matters Arising**

3.1 Suspension Letter – this was received from the Bishop and posted on the church door. It confirms the suspension of the parish from its patronage for up to 5 years, with the Bishop taking that role. It will then be reviewed.

3.2 Trustee Documentation – this needs to be completed urgently. The Secretary has sent the form out again. If another is required please let her know. **Action: PCC**

4. **Wardens' Reports and Rectory Update**

4.1 Work on the problem in the chancel wall will start on 31st January. The scaffolding will be up for 6 weeks due to the amount of plastering which might be required; the cost is £600. Val Henry requested the covering of the organ pipes, this has been done together with boxing in the organ console. The alter table will be put in the crossing for Communion services. **Action: Liz Coleman to advise vergers**

4.2 A letter has been received regarding the 2023 Quinquennial report on the Rectory building. All of the work required cannot be actioned due to budget restraints; planning is underway with a maintenance company.

A large cherry tree came down in the storm, hitting the new fence and gate which separates the woods from the garden. Two further trees are marked as dangerous and likely to fall into The Old Rectory. The tree surgeon was due after Christmas and will now come in February to take off the tops of the trees and shred. The diocese will pay for this work.

Rainbows End Playschool have been advised and will not come to the woods until after the work is completed. Their insurance will cover their activities, although the diocese is not in favour of Forest Schools.

A sign will be put up stating that parking in the Rectory is at the users risk, since there is no insurance. The broken grating has been noted. **Action: Liz Tingley to action**

Currently the water and heating in the rectory is turned off and it is unlikely that it will be rented out now.

4.3 Work is required in the woods behind The Ark. The gate is chained up and the diocese will be informed. **Action: Tom Murphy to contact diocese**

5. Group Reports

5.1 Youth Team Report - Some additional information was added to the report. The Infant School and Rainbows End Playgroup had church services at Christmas led by Revd Mason, who also gave a talk to the Toddler Group. A good number of people took part in the Nativity Trail. Revd Mason was requested to list the activities which she leads.

Action: Revd Mason to liaise with Youth Team

5.2 Charities Group Report - The British Humanitarian Aid charity are coming to collect donations on 20th March. Dates for donations to be confirmed. **Action: Jackie Avery to contact Jane Harry**

Afternote: Donations can be taken to the South Transept between 1st and 18th March. Contributors were thanked for their reports.

6. Financial Report

This was issued to members by the Treasurer. New Parish Share is £42,868, down from c £93,000.

7. Next Quinquennial Inspection

The Ewhurst Quinquennial Inspection will take place on 21st March 2024. The current church architect will carry out the inspection at a cost of £1,000. The outstanding works from the previous inspection are mostly completed.

Action: Martin Lockwood to monitor progress of Quinquennial works.

8. Church Keys and Insurance Requirements

The insurance company raised the issue of the number of keys to the church facilities that were with parishioners. These have now been retrieved as appropriate and the key safe numbers updated.

9. Vision Meeting Report and Update of New Parish Profile

The meeting was held on 13th January, but the Parish profile was not discussed. The work done so far was issued to PCC members and their comments have been passed back and actioned. The documentation should be completed by 15th February and issued to the PCC for ratification at the PCC meeting on 30th March. **Action: Martin Lockwood to complete**
The documentation will go to the diocese at the end of March to be reviewed by the Bishop and the new Archdeacon. The advertisement should go out in April, with interviews in June.

The Parish Profile is not complete as a shorter version is needed for the advertisement, which refers to information on the parish website. There will be a profile for each church. The Statement of Needs and Development Plan will be issued to the PCC for review before the next meeting. **Action: Martin Lockwood to complete and issue documentation**

The PCC were thanked for their feedback and returned their USB sticks.

It was noted that there are 4 vacancies in the Cranleigh Deanery.

10. Section 11 Meeting and Arrangements

The PCC and Section 11 meeting will be held on Wednesday 20th March, 7.00 for 7.30 in the Wilson Room.

11. Children's Services Collections

Ewhurst Church have historically donated to the Church of England Children's Society at their Christmas services, Okewood to Crisis. It was noted that the Christingle Service is produced by the C of E Children's Society and they issue collection boxes. 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.

The collections from the Crib Services are currently being held.

12. First Aider Update

12.1 No progress reported but Chris Owen has agreed to do the course preparation. People who are in the services regularly should be trained. Michelle Matthews has offered and Angie Thomas is first aider at Okewood. **Action: Val Henry offered to speak to the Choir**

12.2 Safeguarding training for some members of the PCC is still outstanding. Training is done online at

<https://www.cofeguildford.org.uk/parish-support/safeguarding/safeguarding-training/safeguarding-training>.

Training has to be renewed on a regular basis.

Revd Mason has attended a leadership safeguarding course at Diocesan House which was very interesting.

13. AOB

3.1 Small Groups / Prayer Meeting for Vacancy – It was suggested that there should be the opportunity to pray for the filling of the vacancy, either individually or in groups. After morning services, at 12 noon, was suggested but this would be difficult logistically. It was agreed that 6.00pm on the fourth Wednesday of the month would be allocated for this. It was suggested that a home group for the whole parish should be considered. There was no objection to this and people could chose if they wished to participate.

Lent Groups are being held at Capel and in Cranleigh. If one is requested for EOFG, Revd Mason will arrange in the Wilson Room. **Action: Revd Mason to send information to parish office and it will be put in the pews sheet.**

3.2 Youth Team Work – The Youth Team are Jan Moir, Michelle Matthews, Angie Thomas and Sarah Smith. An All-age service is held at Okewood once a month. There was discussion on what might be offered at the Ewhurst Infant School but as the children are very young, the Head teacher feels that they are too tired by the end of the week to add anymore to their day. It is a very Christian environment and they did come over to visit the church.

There are a group of junior bell ringers at Ewhurst Church and Revd Mason has four confirmation candidates.

It was suggested that the Youth Team consider some activities for Saturdays or Sundays; there already is Forest Church with the Baptist Church on the first Sunday of the month. It was proposed that the Youth Team have a meeting to look at options, including Revd Mason. All in favour. **Action: Jan Moir to set up Youth Team Meeting.**

It was proposed by Clive Ward that the Youth Team plans and co-ordinates all the youth work that goes on in the parish and reports back to the PCC. All in favour.

Clare Harding proposed a vote of thanks to the Youth Team for all their hard work and this was agreed.

Rev Rosemary Mason closed the meeting with prayer at 9.10pm

Next Meeting Dates: Section 11 and March PCC Meeting will be held on Wednesday 20th March in the Wilson Room, 7.00 for 7.30pm.
The APCM will be held on Wednesday 1st May in the Wilson Room, 7.00 for 7.30pm.

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Liz Tingley
Chair