

**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING  
HELD AT ST PAUL'S CHURCH WOLDINGHAM ON THURSDAY 14 APRIL 2016**

1. The minutes of the Annual Parochial Church Meeting held on Wednesday 15 April 2015 were circulated for approval. Proposed by Zsuzsanna Chappell and seconded by Tim Salmon. Accepted as correct and all voted in favour.

2. **Matters arising - None**

3. **Appointment of Tellers**

As there were no additional PCC members being proposed, tellers were not needed.

4. **Presentation of electoral roll**

Eric Pillinger said that the electoral roll stood at 106 last year, but that 4 names had been lost with 3 deaths, and one move. The electoral roll now stood at 112 with 9 new names added and Clare and Bill Haines would now be removed as they had moved away. He added that possibly a few more would be added in the future.

5. **Election to the Deanery Synod**

The Chairman hoped that the same members would continue:

Rita Briscoe (third year of three year term)

Maureen Westmarland (third year of three year term)

Christopher Roberta (third year of three year term)

Proposed by Judy Fortune and seconded by Martin Levie. All in favour.

6. **Election to the Parochial Church Council**

Maureen Westmarland had received 3 proposals for new members, Nancy Collard, proposed by Robin Tozer and seconded by Barbara Tozer. Eric Pillinger, proposed by Sue Simpson and seconded by Pam Martin, and thirdly Christine Black Nyaga, proposed by Zsuzsanna Chappell and seconded by Victoria Francis. As Christine Black Nyaga was not on the electoral roll as yet the Chairman suggested co-opting her for one year in the meantime. All in favour.

The PCC therefore needed a third member to be appointed and Tim Salmon agreed to stand. Proposed by Martin Levie, and seconded by Christopher Roberts. Nancy Collard, Eric Pillinger and Tim Salmon were elected for a new three year term.

7. **Election of Deputy Churchwarden**

Paula Nelson agreed to stand for another year. Proposed by Denise Todd and seconded by Nancy Collard. All in favour.

8. **Reports**

**a. Secretary**

The secretary gave her report giving details of the PCC's discussions and activities over the past year.

**b. Fabric and building (report circulated)**

Christopher Roberts reported that the phone companies had already started to pay in quarterly instalments the agreed rent for the base station, but there was no date yet for the actual work to commence. He gave thanks to Peter Johnson for the huge amount of work he had done.

**c. Finance (previously circulated)**

Tim Salmon reported that the contribution to the Diocese had gone down two years running as the congregation had reduced. He felt we may have to pledge more in 2017 with the

income from the base station. He wished to record his thanks to Roger Lugg for being the independent examiner.

**d. Deanery Synod and Team Council (report circulated)**

Christopher Roberts was confident that the merger of the Caterham and Godstone deaneries would take place. Catherine Dowland Pillinger wished to formally ask the PCC if they would be in agreement to this. The meeting was all in favour of the merger. Duncan Swan is current Area Dean but he would be standing down in September so a new appointment would be made by the Bishop. Catherine confirmed that there was nothing further to report on the Team Council at present.

Tim Salmon wished to confirm that nothing would change with the merger, in terms of responsibility for the churches and wanted to be sure there would be no unintended consequences. Catherine Dowland Pillinger wished to record her thanks to those who represented us.

**e. Safeguarding**

Catherine asked if there were any observations on Alison Mead's report. There being none she thanked Alison and Maureen for their work on safeguarding.

**f. Worship Committee (report circulated)**

The main points had been covered in the report circulated, and no queries were raised at the meeting.

**g. Footsteps Children's Group (report circulated)**

The Chairman said that the report from Victoria Francis had been circulated to members, and she wishes to record her thanks to Victoria and to Zsuzsanna Chappell for all their hard work with the Footsteps group.

**h. Social Committee**

Catherine said that Janet Tyler had circulated her report with an impressive list of events for the previous twelve months, and she wished to express her thanks to Janet and to everyone who helped on these occasions.

**i. Communication, Publicity and Welcome Committee**

Catherine reported that the website was the main improvement this year and she wished to thank Tanya and Martin for their endeavours on this. She also wished to thank Zsuzsanna who was now doing a facebook page. Martin suggested leaving the APCM papers on the website for a longer period, and it was agreed that the PCC minutes could be added also.

**j. Church Warden's remarks**

Maureen Westmarland wished to thank Judy and Paula for their help over the past year, and Catherine added her thanks to all three of them.

**k. Chairman's Report**

The Chairman wished to record her thanks to all those who played their parts in the life of both churches, in particular to Rita, Tim, Maureen, Judy, Paula, Alison, to Peter, Christopher Roberts, Roger Simpson and Christopher Sykes. She hoped that the base station project would soon be completed in order that other substantial items could then be dealt with, and was happy to see our financial position was good at present.

The Chairman was also grateful to all the members of the PCC and sub-committees, servers, readers, sacristans, organist and choir, Victoria and Zsuzsanna, who all help with our worship. She was particularly grateful to the wardens and team clergy who had supported her during her stay in hospital last year. Following the departure of the Revd Steph Nadharajah, a new part time curate would be joining the team at the end of June.

Catherine felt that the proposed merger of Godstone and Caterham Deaneries would be of benefit as a larger group providing more possibilities for shared working and mission. She also commented on the Churches Together in Caterham group getting more active.

Work had taken place in 2105 on the Mission Action Plan and progress had been made on four major targets.

Firstly, work with the children and families had continued, with Sunday School, the Footsteps 11.30am service, and Footsteps on Friday having different families attending. Links with the Brownies had continued to strengthen, and they attended the services on Mothering Sunday, Harvest Festival and Remembrance Sunday, plus links with Woodlea and Woldingham Schools remained strong. A new children's resources and notice board had been purchased from the Area Mission Grant which was being put to good use. After the 26th June Village Picnic a Pet Service is planned.

Two Lent groups had been organised this year as part of the target for people to learn and grow in the Christian faith and one of these will continue to meet. The worship Audit questionnaire had been circulated, and the Worship Committee is continuing to work on some suggestions raised. A monthly compline service will be held at St. Agatha's, the first of which will be linked to Jenny King's popular churchyard tours.

With regard to the target to improve communications and publicity, the Parish website had been launched and Catherine gave thanks to Tania Chapman-Fortune who did so much to set it up, and to Martin Levie who is now keeping it up-to-date. Zsuzsanna Chappell has now kindly offered to set up the Facebook Group for the churches to publicise events. It is hoped to set up an email newsletter in addition to the weekly Pews News and Catherine requested that people sign up for this after the meeting. She gave thanks to Peter and Denise for producing larger posters for the notice board each month.

The fourth target of the MAP was to improve the Church's visible presence in the community. The Harvest Supper had been a success last year, as well as the Ride and Stride event, together with the village commemorations for VE Day and VJ Day. There were two smaller musical events other than those concerts given by the The North Downs Consort, namely one for the Bishop's Lent Appeal and the other for the Refugee Appeal. Catherine expressed her gratitude to those people who raise funds for the Month's Good Cause charities by making the Sunday cake sales. Also she stressed the importance of the Jumble Sale which was to be held shortly, as this was an important fund raiser for the church.

A further opportunity to organise a community function would be on the Queen's official 90th birthday on 11th June. The PCC wished to arrange an event and the Parish Council would contribute towards the cost of a children's entertainer and children's party. The Footsteps Group had offered to help with the party but Catherine said we needed the parish and village to help in ensuring that the event was a success and she requested help to run catering and stalls for this.

**9. Election of Church Stewards (Sidesmen and Sideswomen)**

The proposed list had been circulated. All were proposed by Martin Levie and seconded by Christopher Roberts. All were elected.

**10. Election of Representatives to the Caterham Team Council**

In addition to the Vicar and the Churchwardens, Maggie Stevenson and Janet Tyler were happy to continue. This was approved by all and Maggie Stevenson and Janet Tyler were elected.

**11. Appointment of Independent Examiner**

Tim Salmon said that Roger Lugg was happy to continue. This was proposed by Tim

Salmon and seconded by Martin Levie. All in favour.

**12. Mission Action Plan (circulated)**

Catherine had covered the four target areas in her report. There being no queries, she said that they would be continuing with the 4 basic targets again.

**13. Any other business**

Denise Todd asked about the Queen's birthday celebrations on 11th June - it was agreed that the catering committee would participate by offering cream teas, and there were suggestions of Pimms and a picnic. Jenny King could perhaps be asked to do a historical display. It was hoped that the weather would permit it to take place outside. Catherine hoped that the Brownies would help.

**14. Closing Prayers**

The meeting closed at 8.50 pm with the Grace.