

**Papers for the Vestry Meeting and Annual Parochial Church Meetings for 2020
Deferred due to the Coronavirus Pandemic until
Wednesday 12th May 2021 and held by Zoom**

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**MINUTES OF THE ANNUAL VESTRY MEETING & ANNUAL PAROCHIAL
CHURCH MEETING held at St. Paul's Church, Woldingham
on Wednesday 3 April 2019**

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Annual Vestry Meeting

1. Opening Prayers

The meeting opened with a reading and prayers led by the Chairman of the PCC, Rev. Dr. Catherine Dowland-Pillinger.

2. Apologies for absence.

Apologies for absence were received from Dr. Zsuzsanna Chappell, Mr. Martin Levie, Mrs. Pamela Mumford and Mrs. Janet Tyler.

3. Minutes of the last meeting.

The Minutes of the meeting held on Thursday 22 March 2018 had been circulated in advance of the meeting for acceptance as a true record.

Proposed by:- Mr. Peter Johnson
Seconded by:- Mr. Christopher Roberts

Accepted as correct and all voted in favour.

4. Matters arising from the minutes - None

5. Election of Church Wardens.

Mrs. Maureen Westmarland had been nominated and was willing to stand for a further year as Churchwarden:-

Proposed by:- Mrs. Nancy Collard
Seconded by:- Mrs. Judy Fortune

All in favour and Mrs. Westmarland was elected for a further one year term of office.

Rev. Catherine said that it is usual to elect two churchwardens but no other nominations had been received. Under the Rules of the Church Representation Act nominations for churchwarden need to be put in ahead of the Annual Vestry

Meeting. Rev. Catherine had consulted the Archdeacon prior to the meeting to inform her that only one nomination had been received and to enquire what would be the position if someone offered to take on the role at the meeting. The Archdeacon said that, if someone came forward at the meeting and Rev. Catherine considered that person suitable, she could appoint him/her without an election.

Rev. Catherine asked if anyone present would like to offer their services as second warden and Mr. Eric Pillinger volunteered. However, several of those present felt that this would not be appropriate. It was felt that it would be difficult for Mr Pillinger, as the husband of the Vicar, to take an impartial view in certain circumstances. Rev. Catherine said that Mr. Pillinger was legally entitled under Canon law to put himself forward as church warden and there was no reason why she should not legally appoint him. However, she believed it was the will of the meeting that Mr. Pillinger should not become churchwarden and, therefore, did not proceed to appoint him.

Mrs. Westmarland said she was willing to act as the only churchwarden. It was suggested that more than one deputy churchwarden should be elected to help carry out the duties. (See Minutes of the Annual Parochial Church Meeting Section 6 below).

The Vestry Meeting was immediately followed by the Annual Parochial Church Meeting.

Annual Parochial Church Meeting

1. Minutes of the last Meeting

The Minutes of the Annual Parochial Church Meeting held on Thursday 22 March 2018 had been circulated in advance of the meeting. Their acceptance was proposed by Mr. Tim Salmon and seconded by Mr. Robin Tozer. Accepted as correct and all voted in favour.

2. Matters arising from the Minutes

None

3. Appointment of Tellers

This would not be needed.

4. Presentation of the Electoral Roll

Mr. Pillinger reported that a new Electoral Roll had been prepared as is

necessary every six years. The number of members on the new roll is 89.

The new Roll had been displayed at both churches for the last three Sundays.

5. Election to the Parochial Church Council

Rev. Catherine thanked those members who have now completed their term of office – Mrs. Nancy Collard and Mr. Tim Salmon. Three nominations for membership had been received:-

Mrs. Judy Fortune – proposed by Mrs. Maureen Westmarland and seconded by Mrs. Nancy Collard

Mrs. Shelagh Musk – proposed by Mr. Peter Johnson and seconded by Mrs. Maureen Westmarland

Mrs. Maggie Stevenson – proposed by Mr. Peter Johnson and seconded by Mrs. Maureen Westmarland

All in favour and Mrs. Fortune, Mrs. Musk and Mrs. Stevenson were duly elected for a three year term of office. All PCC places are now filled.

6. Election of Deputy Churchwardens

The following volunteered as Deputy Churchwardens:-

Mr. Derek Harris – proposed by Mrs. Nancy Collard and seconded by Mrs. Shelagh Musk

Mr. Eric Pillinger – proposed by Mr. Peter Johnson and seconded by Mrs. Judy Chapman

Mr. Christopher Roberts – proposed by Mrs. Alison Mead and seconded by Mr. Peter Johnson

All in favour and all three were elected for a one year term.

Mr. Derek Harris will take on duties at St. Agatha's and Mr. Roberts will take on duties at St. Paul's. Mr. Pillinger will cover duties at both churches.

7. Reports

(a) Secretary's Report (previously circulated)

A copy of the Secretary's report had been circulated. One of the most important developments of the year had been the PCC's registration with the Charity Commission. This had been successfully accomplished, with PCC members and co-opted members acting as trustees. On the reporting and compliance front, policies had been adopted as a result of the 2018 General Data Protection Regulations. The Chairman thanked the Secretary for co-ordinating the papers for the meeting.

(b) Fabric and Building Report (previously circulated)

Rev. Catherine thanked Mr. Peter Johnson for all the work he and the Fabric committee do to maintain our two churches. Mr. Tim Salmon mentioned that a new contractor, Mr. Andrew Davidson, has recently been engaged to cut the grass and carry out general garden work at St. Agatha's churchyard. He will be starting in about three weeks.

(c) Finance (previously circulated)

The financial report and accounts for 2018 had been circulated. There were no questions. Rev. Catherine thanked Mr. Tim Salmon for all the work he had done throughout the year and for the excellent presentation of the accounts.

(d) Deanery Synod (previously circulated)

Mr. Christopher Roberts said he had nothing to add to his report, which had been circulated. There were no questions. Rev. Catherine thanked Mr. Roberts, Mrs. Briscoe and Mr. Pillinger for representing the parish at the Deanery meetings.

(e) Safeguarding (previously circulated)

Mrs. Alison Mead explained that our safeguarding policies had been reviewed and updated in January 2019 in line with a number of new and revised policies from the National Safeguarding Team reflecting changes in wider safeguarding procedure and legislation. These policies are available on the parish web-site. She said it is vital for relevant members of the church to keep up with safeguarding training and those helping at Footsteps should be DBS checked. Rev. Catherine thanked Mrs. Alison Mead and Mrs. Maureen Westmarland for their work as safeguarding officers.

(f) Worship Committee (previously circulated)

A report had been circulated. The Worship Committee had met twice in 2018 to plan and review services, particularly the special services for Remembrance Sunday, Advent, Christmas, Lent, Holy Week and Easter, as well as discussing issues of general concern in the area of worship..

(g) The Communication, Publicity and Welcome Committee (previously circulated)

The committee had not met formally. A report had been circulated and there were no questions. Rev. Catherine thanked Mr. Martin Levie for his work on the parish web-site and Dr. Zsuzsanna Chappell and Miss Janine Battersby for updating Facebook and the village web-site.

(h) Social Committee (previously circulated)

The Social Committee does not meet formally but provided refreshments for various services and events during the year.

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(i) Mission Action Plan (previously circulated)

There were no questions on the Mission Action Plan which had been circulated. A new initiative to hold coffee mornings in aid of various charities had recently been set up by Dr. Zsuzsanna Chappell as part of St. Paul's community engagement.

(j) Footsteps Children's Group (previously circulated)

The report on the Footsteps Group had been previously circulated. There were no questions. The meeting expressed its thanks to Mrs Victoria Francis Bates for her work with Footsteps.

(k) Churchwarden's Remarks (circulated at the meeting)

Mrs. Judy Fortune circulated her report. She said that she and Maureen Westmarland (her co warden) had worked alongside and supported Rev. Catherine in her ministry and done their best to enable the smooth running of services at St. Paul's and St. Agatha's.

Mrs. Fortune mentioned a recent course they attended with Archdeacon Moira Astin "Reaching Out and Growing Together" which emphasised that we must be a church shaped by mission. We need to find new ways of reaching out and sharing the love of God in our society. This must remain our goal.

Mrs. Fortune thanked all those she had worked with during her years as churchwarden, particularly the sidespersons who she had worked closely with on Sundays.

(l) Chairman's Report

Rev. Catherine thanked all those who have contributed to our parish life – churchwardens, PCC, sidespeople, organist and choir, lesson readers, intercessors, servers, sacristans, flower arrangers, cleaners, gardeners and others who "do their bit" in different ways. However, we still need more people to offer to take on jobs, to prevent others becoming overloaded.

Rev. Catherine said the church has lost two of its most loved members during the last year, with the deaths of Tony Mead and Gwen Battersby and Ros Everett had moved away to be nearer her family. Their contributions to church

life will be remembered with gratitude

We will all need to get behind the Tower Appeal for the remainder of the year, not just in donating, but in spreading the word and supporting events. This should give us the chance to strengthen our links with the local community.

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After a long period of clergy vacancies in the Caterham Team the Revds. Helen Burnett and Annie Kurk have been appointed as a job share to the churches in Whyteleafe and Chaldon and Canon Trevor Mapstone to St. Mary's Caterham. It is anticipated that the Team will be transformed into a group later in the year, although this is not likely to impinge much on how the parishes operate.

Rev. Catherine said we must not neglect our central calling to worship, prayer and study. Small parishes such as ours face particular challenges in today's world, but we must maintain our trust in God's promises, particularly the promise given in the opening reading from Isaiah - "I will not forget you" as we move forward together.

8. Election of Church Stewards (Sidesmen and Sideswomen)

The following were elected:-

Miss Janine Battersby

Mrs. Ann Bond

Mrs. Sheila Christmas

Mrs. Nancy Collard

Mrs. Margaret Davison

Mrs. Dawn Francis

Mr. Derek Harris

Mrs. Nikki Hill

Mrs. Joyce Knight

Mr. John Lowndes

Mrs. Marianne Osborne

Mrs. Maggie Stevenson

Mr. Robin Tozer

Mrs. Janet Tyler

All proposed by Mrs. Maureen Westmarland and seconded by Mrs. Judy Fortune.

9. Appointment of Independent Examiner

Mr. Roger Lugg will be asked to act as Independent Examiner for the 2019 accounts. Proposed by Mr. Tim Salmon and seconded by Mrs. Maureen Westmarland. All in favour. A vote of thanks was recorded for the work Mr. Lugg had carried out over many years.

10. St. Paul's Tower Appeal

Rev. Catherine reported that a new committee had been set up to manage the Tower Appeal. This will be chaired by Mr. Christopher Roberts. Mr. Roberts said that work had been needed to address the problem of the damp penetration in the tower for a number of years and the work could no longer be delayed. The Appeal was launched on 1st April and an appeal leaflet circulated with the *Woldingham*

Magazine.

There will be an information coffee morning on Saturday 18 May at which there will be the opportunity to go up to the top of the tower.

Page | 8 11. Any Other Business

None

12. Closing Prayers

The meeting closed at 8.49pm with prayers.

Electoral Roll for 2020

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The Electoral Roll had been revised ahead of the intended APCM on 1st April 2020 and the names of those included displayed at both churches ahead of the intended meeting. The number of people on that Roll was 96.

That Roll is not eligible to be presented to this deferred meeting, since an Electoral Roll must be revised within 28 days of the date of the meeting. The Roll prepared for the 2021 meeting, to be reported in that meeting, will therefore also be applied to this deferred meeting for 2020.

Eric Pillinger, Electoral Roll Officer
April 2021

The Church Warden's Report
for the Annual Parochial Church Meeting on 1st April 2020, including the
report on the Proceedings of the PCC

The PCC has met six times during the last year and the Standing Committee has met once. Between meetings the various sub committees have met and reported back to the PCC. Our deanery synod members have kept us in touch with discussion at diocesan and national level as well as more local concerns.

The PCC is very grateful to Tim Salmon, our Treasurer, for all the work he does in keeping the accounts. As you will have seen from his report, there was a surplus of around £8,000 in the general fund at the end of 2019. This has helped restore our general fund to a healthy level so that we are in a position to deal with any unexpected emergencies. We have pledged to pay £49,000 this year to the Diocese of Southwark Parish Support Fund to help parishes who are less well off than us.

The Fabric and Building Committee, chaired by Peter Johnson, continues to work to maintain the two churches and the churchyard and gardens. As you will see from Peter's report, during the last year its principal focus has been the project to waterproof the tower. An appeal was launched in April last year, which was generously supported by the village. The main work was started in September and was completed just before Christmas and so far there has been no sign of water penetration. Thank you to Peter, Christopher Roberts, who chaired the Appeal Committee, and Tim who has managed the money side. The next part of the project is the re-decoration of the baptistery. Other work undertaken during the last year included work to the organ motor (dating back to 1933) located under the vestry floor at St. Paul's and the replacement of the cross on the roof of St. Agatha's, which had been missing for many years.

There has also been much work done to improve the churchyard and gardens. Thank you to Alistair Pirie and James Brain for their work on the hedges at St. Paul's, to Marianne Osborne and Nancy Collard for their work on the paths and beds and to Tim for the tree work he has carried out at St. Agatha's. Many thanks also to Tony Porter for cutting the grass at St. Paul's.

Alison Mead ran a safeguarding training course at St. Paul's last September for the Caterham group of churches which was very informative. Thank you also to Alison for managing the DBS checks for the church.

On the social and fund raising side, we have continued to enjoy a number of events. In February there was a very successful Jumble Sale in the village hall, which raised £2,300, and in June there was a Summer Garden Party which, together with donations, enabled us to send £1,700 to the Eusebia Hope Trust. Thank you to David and Denise Todd who organised both events. The Harvest Supper at the Village Hall in early October was much enjoyed and raised £500 for the Caterham Food Bank. The food collected at our Harvest Festival service the next day was donated to Welcare. We enjoyed mulled wine and mince pies after the Nine Lessons and Carols in December and celebrated the eightieth birthday of our organist, David Ridout, in March with wine, canapes and cake.

The Footsteps Group, for children and their parents, continues to thrive under the leadership of Victoria Francis. Their cake and goodies sale at Christmas enabled us to make a donation to the Children's Society.

Our Advent and Christmas services went well and were well attended. Thank you to Rev. Catherine for her hard work during the Christmas period and to David and the choir who, as always, produced music of a high standard. Indeed, thank you to everyone – sacristans, servers, readers, intercessors, sides people, coffee makers, flower arrangers and cleaners, who have contributed to our services throughout the year.

In January this year Denise and David Todd started a new project – The Pop-Up Coffee Shop – on Sunday afternoons in the church room. Everyone is welcome to come along and sample fresh coffee and delicious cake, chat with old friends and make new ones.

Our three Deanery Synod members and four of our PCC members are due to stand down this year, having completed their term of office. We thank Rita Briscoe, Eric Pillinger and Christopher Roberts for representing us at Deanery Synod and Derek Harris, Nikki Hill, Alison Mead and Janet Tyler for their work as PCC members during the last three years.

I would also like to thank Rev. Catherine who works so hard and gives her time so generously.

Maureen Westmarland
Church Warden
March 2020

THE CHURCHES OF ST. PAUL & ST. AGATHA, WOLDINGHAM

**FABRIC & BUILDINGS COMMITTEE REPORT FOR THE
ANNUAL PARISH MEETING 2020**

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The formal Committee did not meet during the year but has maintained ongoing consultation, both face to face and via email, between its members as to work needed, site inspections required, supervision & management of contractors and decisions to be made.

Committee Members are:

Mrs Maureen Westmarland (*Church Warden*)

Christopher Roberts (*PCC Member for Base Station & Tower Project*)

Peter Johnson (*Chairman*)

Ex Officio: Tim Salmon (*Treasurer & St Agatha's grounds liaison*)

Projects:

Tower Waterproofing Works. This major project dominated the team's work for much of the year, both during the tender stage and actual site work. Following receipt of four tenders the PCC agreed to launch an Appeal in April 2019 for £43,000 after committing £25,000 of existing funds to the project. The appeal was very generously and rapidly supported by the Village enabling orders to be placed with Messrs PAYE Stonework & Restoration Ltd. Work started on Sept 16th and was substantially complete, on time and broadly on budget, on December 19th.

There remain two items for completion. These are the fitting of a new exit hatch and the reinstatement of the flagpole – both of which should be completed by the time of the APCM.

Redecoration of The Baptistry. Following the completion of the work in the Tower the Baptistry is to be redecorated to remove all the signs of previous moisture ingress. Specifications have been prepared and two estimates received from local tradesmen. Regrettably the execution of this work has been delayed by the need to apply for a List B Faculty from the Diocese. However, again, it is hoped to have these works complete before the APCM.

Electrical Work: During the Eucharist on Sunday 10th Feb the motor supplying air to the organ, housed under the Choir Vestry floor, 'caught fire' producing a lot of acrid smoke as a bearing failed and heated the 'oiler cup' as the motor temperature

became hotter until it burnt out.

The occurrence was rather more dramatic than the damage caused to the original blower & motor dating back to 1933.

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The motor was rewound, and bearings and couplings renewed. The fan itself was unaffected by this drama but the opportunity was taken to rewire the 3-phase supply from the main switchboard to the feeder cable and also to install new switchgear in the fan / motor underfloor enclosure.

Sundry Works:

St Paul's:

The following sundry work has been completed:

All gutters and gullies have been cleared by Adrian Sands, including some areas not reached in recent memory!

A number of 'odd jobs' were also completed including refixing cable under chancel step, and recommissioning paper towel dispensers in the toilets – please use them! The baptistery window has been vacuumed on the inside along with the adjacent walls.

In late January 2020 it became clear that the small sink unit in the Vestry had serious drainage and water supply problems. New pipework, drainage plumbing and new sealant have been installed and the water damaged flooring repaired.

The Village Memorial: As reported at earlier APCMs the WVM sub-committee was unhappy with the quality of workmanship in the main stone construction which had resulted in a number of faults appearing since 2014. Despite a number of 'sticking plaster' attempts by Messrs Fairhaven to put things right, it became clear that a total rebuild of the above ground stone work of the central unit was necessary. This was carried out between 25th March and 17th April with the work being independently monitored by us by Peter Lloyd, a retired Director of PAYE (NB! Not connected with the Tower work).

All of this work was done at no cost to us by Fairhaven, who waived their retention monies under the original contract.

Disabled Parking: This an ongoing matter and plans have been drawn up By David Chapman and approved by the PCC. The scheme is about to be put out for quoting. Depending on the costs the PCC will decide on the size of the parking area to be

provided.

Other 'Work in Progress' Items: Consideration has been given to formulating an evacuation plan for St Paul's and the required signage and alarms that might be needed.

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Boilers in the Church & Church Room: Reports have been received from the Company that has serviced all the boilers from new that they are both reaching the end of their service life. The two main boilers are 15 years old and are no longer supported by the manufacturer, who ceased trading some years ago, and there are no spares available.

The Church room unit is 11 years old. The considerable expense in renewing these essential items needs to be factored in to budgets in the next two years, possibly sooner.

St Agatha's:

Replacement of Missing East Gable End Cross: The generously supported appeal for the re-hanging of the bell produced a sufficient surplus such that a scheme could be considered to provide a replacement cross. Donors to the Appeal gave their consent for this and work proceeded to draw up details to make a Faculty application for this work that was granted in Sept. 2018. The design and drawing work needed to do this has been greatly aided by the help of David Chapman RIBA and the History Society.

Supervised by David, Messrs Stone Ltd, fabricated a new cross and installed this, along with a new gable end cap stone, on 8th / 9th July. The new installation was dedicated and blessed by Rev Catherine after the 09.00 Eucharist on the 14th July. The Contractor also fitted, free of charge, a simple lightening conductor to the new cross.

Gutter Cleaning etc: Gutter cleaning and other minor repairs were carried out during the year. This included the filling of a large fox hole, dug in search of a wild bee's nest that threatened the stability of the Coombes' grave cross.

One of the internal infrared heaters became faulty and was taken down, cleaned and repaired. A small stock of these obsolete heater elements was purchased for future use.

Altar Curtains: The condition of the brocade curtains adjacent to the Altar had been giving concern for some time. Due to the generosity of Derek Harris these have now been refurbished and rehung on new brass tubular tracks in place of inadequate plastic ones.

Other Matters

1. Church Grounds: Considerable efforts continue to be made to improve the condition of the St Paul's grounds with a number of working parties, organised by Rosemary Pirie giving their time and energy to improving paths and grass edges in particular where Marianne Osborne has quietly done valuable work. The PCC is very grateful to all those who work on this task, to Tony Porter for regularly mowing the extensive grass area and to Alistair & Rosemary Pirie, Mr & Mrs Diggins & Robin Tozer for work on hedges and boundaries. In the Autumn James Brain led a work party to replant a portion of yew hedge on the Station Rd frontage adjacent to The Rectory with watering sub-let to Eric Pillinger. Our thanks also go to Tim Salmon for some major work on trees around this site and at St Agatha's. We are also grateful to groups of girls from Woldingham School who again helped in the grounds in October as part of their community related work.

At St Agatha's care of the churchyard and Parish burial ground is now in the hands of new contractors and we are very grateful for Tim Salmon's handling this and monitoring this year-round work. The PCC are very grateful for the grant they receive from the Woldingham Parish Council towards the costs of the upkeep of the Parish Burial Ground.

During the year it became clear that a rustic style bench, sited on the Church Rd side of the old graveyard, had collapsed and was presenting a safety hazard. After some research by Derek Harris it was found to have been given in memory of D'Arcy & Doris Norton. Mrs Barbara Rowley has kindly given a replacement, and this was installed in early Feb 2020.

2. The Base Station in St Paul's Tower: The phone companies wish to upgrade the equipment to 4G+, and eventually 5G in the longer term. As a result, some natural draught cooling is to be installed. The Faculty, applied for by the contractors, NET, was duly granted for this work, which will not be visible externally, and will commence before the APCM. Progress on this has been delayed by the Tower repair works

WOLDINGHAM PAROCHIAL CHURCH COUNCIL THE CHURCHES OF ST. PAUL & ST. AGATHA, WOLDINGHAM REPORT ON FINANCE TO THE ANNUAL PAROCHIAL CHURCH MEETING 2020

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I am pleased to report on the PCC's finances for the year ended 31st December 2019. The accounts for the year have been completed and examined by our independent examiner, Roger Lugg. They are available on www.woldinghamparish.com and copies will also be placed at the back of both churches in advance of the APCM.

Our total funds at 31st December 2019 stood at just over £300,000 (2018 – £274,000) of which around £201,000, 67%, (2018 – £181,000, 66%) related to funds which can only be used for specific purposes – principally the George Lucy bequest fund (for the maintenance of the churches and churchyards), the St. Agatha's Churchyard fund, and the balances of the Bell Appeal and Village Memorial fund, retained to cover maintenance.

The remaining £99,000 is in respect of funds to be spent at the discretion of the PCC, just under half of which is already allocated for specific purposes, including maintenance of the organ and the remainder of the costs of the roof works on the St. Paul's church tower.

There is a healthier £52,000 (2018 – £44,000) in the General Fund following a surplus of £8,000 in the year, consistent with the strategy we adopted to restore health to the General Fund to a level which provides a buffer against unforeseen costs or significant loss of income.

We continue to review and manage our costs, especially those related to lighting, heating, maintenance and insurance. Our pledge to the Diocese of £48,000 for 2019 has all been paid and we have pledged £49,000 (an increase of 2%) for 2020. Whilst our pledge is still lower than the quota we paid under the old system, it remains substantially higher than the costs of providing our clergy; in other words we continue to contribute generously to the mission of the Diocese and to support less well-off parishes.

Income from the base station and the health of the General Fund enables us to continue our generosity. Both churches remain well-maintained and we continue to benefit from the hard work of volunteers in maintaining the church grounds at St. Paul's and St. Agatha's. In 2019 we spent around £10,000 on maintenance,

including the regular maintenance of both churchyards and work on repairs to the organ motor and its electrical supply.

The appeal to fund the replacement of the lead roof of the St. Paul's Church tower was very successful and the works were substantially completed (though only partially paid for) before Christmas.

The replacement of the cross on the roof of St. Agatha's, lost many years ago, was also completed.

Our maintenance of the churchyard is supported by a grant from Woldingham Parish Council, for which we are most grateful. New contractors were appointed in the spring and they have continued to maintain the grounds of St. Agatha's to a high standard.

The value of our investments – held with the Church Board of Finance and mostly in respect of the George Lucy fund – rose in 2019, in line with general stock market performance. We will continue to manage the investments to maximise return consistent with providing adequate funds to pay for maintenance activity.

Finally, on behalf of the PCC and the congregation I would like to express my thanks to Roger Lugg for continuing to act as our independent examiner.

March 2020

Tim Salmon Hon Treasurer

The Accounts for 2019 and Annual Report for the Charity Commission have been circulated separately.

TANDRIDGE DEANERY SYNOD
(Report for the Annual Parochial Church Meeting in Woldingham
on April 1st 2020)

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Tandridge Deanery Synod was inaugurated in October 2016, and came into full operation in 2017. In terms of church organisation Deanery Synods are the bridge between the parishes and the diocese. They bring together parishes in a particular area (in the case of Tandridge 26 parishes in East Surrey stretching from Warlingham to the Sussex border) to exchange ideas and to discuss matters of common interest, particularly in relation to mission.

Tandridge Deanery is the amalgamation of what were previously the separate Caterham and Godstone Deaneries. It is chaired by the Area Dean. During the year Kathryn Percival, Vicar of Lingfield, resigned as Area Dean on her appointment as Canon Chancellor at Portsmouth Cathedral, and has been succeeded on an interim basis by Michelle Edmonds, Team Rector of Warlingham. All licensed clergy in the deanery, including of course Rev Catherine, are members, while lay representatives (the number based on figures in each electoral roll) are elected by each parish at Annual Parochial Church Meetings (APCMs). For Woldingham the lay representatives, elected for three years at the 2017 APCM, are Rita Briscoe, Eric Pillinger and myself. After nine years on the Deanery Synod I am now standing down. I have found it an interesting and rewarding experience, which I can recommend to others.

The Deanery Synod is a relatively new structure and a large body, with around 100 members and meetings three times a year. It aims to share the experience of different communities, some more urban and some more rural, in mission, in worship, in training and in working together. There is usually one major theme for each meeting, led by an outside speaker. Over the past year the themes included:-

- how the church should handle disablement, and help disabled people to play a full part in the life of the church;
- ways in which the gifts and skills of individual church members can be developed and shared with others;
- how churches can recognise issues of social justice in their communities;
- ways to encourage giving.

At each meeting there are reports on proceedings in the Diocesan Synod, and in turn the discussion in the Deanery Synod is reported back to our own PCC.

Christopher Roberts
14 February 2020

St. Paul and St. Agatha, Woldingham Parish Safeguarding Report for the APCM 2020

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"A Safe Church" is a set of policies, procedures and guidelines produced by the Diocese of Southwark. These policies and guidelines are designed to enable all activities and environments to be kept as safe as possible for children and adults who may be vulnerable, while at the same time maintaining realistic common sense. All clergy ,bishops ,archdeacons ,licensed readers and lay workers, church wardens and PCCs must have due regard to safeguarding guidance issued by the House of Bishops(this includes both policy and practice guidance) Where possible there is a single policy ,but clearly these groups are different and at times they need to be treated differently . Significant amendments were made in 2018 in line with a number of new and revised policies from the National Safeguarding Team to reflect changes in wider safeguarding procedure and legislation. Also a revision of the document was made in 2019 and is available the safeguarding pages of the Diocesan website. at www.southwark.anglican.org,as well as a hard copy kept in the church vestry.

The Parish Safeguarding Policies, based on "A Safe Church", are displayed on the notice board at the back of the church There is a link on the churches website. These policies were reviewed and adopted by the PCC at the meeting held on 16th January 2020 Regular users of the church room are required to comply with these policies and sign an agreement to that effect. .

The last Safeguarding self audit was in November 2018 and we are still following up our action plans from that audit, we are complying with "A Safe Church" as far as possible. We improved record keeping and storage of confidential information in locked filing cabinets in the Choir vestry We have obtained disclosures from the Disclosure and Barring service where appropriate and carried out Risk Assessments on new activities ,namely the Pop up Coffee Shop.

The Parish Safeguarding Officers for the team keep in contact so that we can maximize our expertise and support each other .I delivered a Safeguarding Foundation Training Session for the Team in September 2019 and Training at present is up to date in accordance with the Safe Church guidelines. Courses have been revised and updated and content is consistent across the Church of England so that these training requirements are portable across Dioceses.

The Parish Safeguarding Officers are Alison Mead (652580) and Maureen Westmarland (345868) assisted by Rev. Catherine. There is a regular program of training/updating arranged by the Diocese to which I contribute as a retired professional in this field. If you ever have any safeguarding concerns, please contact one of the above or Diocesan team.

Alison Mead, March 2020

Report to the Annual Parochial Church Meeting on the work of the Worship Committee during 2019

Committee membership for 2019:

Mrs Rita Briscoe, The Revd Dr Catherine Dowland-Pillinger (Chair), Mrs Judy Fortune, Mr Peter Johnson, Mrs Alison Mead, Mrs Shelagh Musk, Mr David Ridout (co-opted), Mr Christopher Roberts, Mr Robin Tozer, Mrs Janet Tyler, Mrs Maureen Westmarland.

The committee met three times in formal session during 2019 and has met once so far in 2020. It was involved in the planning and review of our special services for such events as Advent and Christmas services, Lent, Holy Week and Easter services, Harvest Festival, All Souls' Choral Evensong and Remembrance Sunday. Our monthly Choral Evensong, monthly Complines at St. Agatha's during the summer, a weekly Compline at St. Paul's and the "Remembering Our Loved Ones At Christmas" at St. Agatha's also continued to take place during the year.

We have been grateful for those clergy who have covered occasional Sunday services and have been guest preachers at our services; we were pleased to welcome the Ven. Moira Astin to lead and preach at the Churches Together Week of Prayer for Christian Unity service in January 2019, the Revd Jerry Garton also provided cover on one Sunday and the Revd Charles Bradshaw has once again visited and preached on several occasions.

We have continued to benefit from the high standard of music at St. Paul's and are most grateful to David Ridout and the Choir for all their hard work; as ever, new Choir members would be a considerable help in being able to plan the music more securely. Successful repairs to the organ were undertaken in the early part of 2019 after the motor failed during a service.

Our serving team continues to support the 10am Eucharist and special services at the major festivals. Their contribution, and that of the sacristans, greatly enhances our worship, as does that of the lesson readers and intercession leaders. Further members of the serving team and sacristans' team would be most welcome.

Our Footsteps Sunday School continues to thrive under the leadership of Victoria Francis, for which we are most grateful. Parade services are held for Mothering Sunday, Harvest Festival and Remembrance Sunday with additional Footsteps sessions being held on these occasions as well as in the Easter period. We are currently in the process of reviewing our children's provision in an attempt to bring the whole church family together more effectively and frequently.

I am most grateful to the members of the Committee and all those who help to support our worship in so many ways.

The Revd. Dr. Catherine Dowland-Pillinger
March 2020

**Report to the Annual Parochial Church Meeting
on our work in the areas of Publicity, Communications and Welcome during
2019**

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There were no formal committee meetings during 2019, but several members of the congregation have kindly contributed to our work in the areas of Publicity, Communications and Welcome.

Our “*A Church Near You*” website page has continued to be updated to include current events and Mr Levie has continued to manage the parish website on our behalf; he is looking to hand over this role in the near future. We have also posted notices of events onto the Woldingham Village website, on the parish Facebook page and the Woldingham Facebook page; we are grateful to Dr Chappell and Miss Battersby for the Facebook entries. Appropriate family events are listed in the “*Woodlea Word*” newsletter of Woodlea School. We once again included our events in the “*Rural Churches*” leaflet.

As usual, we had a printed card produced giving the dates of our Christmas services and produced a similar one internally for Holy Week and Easter. For Christmas 2019, the service card was once again distributed as an insert with the December edition of the *Woldingham Magazine*. Our dates and events continue to appear in the *Woldingham Magazine* on a regular basis and posters are employed for large events.

It is now recommended that welcomers and sidespeople should undertake basic Safeguarding training; it is hoped to arrange another training session in the Church Room later in the year to facilitate this.

**The Revd Dr Catherine Dowland-Pillinger
March 2020**

Social Committee Report for the APCM 2020

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I would like to thank the group of volunteers who are always willing to help with the refreshments and catering at church events.

During the past year these events have included the Village Harvest Supper in October, the All Souls Evensong in November and the Nine Lessons and Carols Service in December. Thank you also for providing cakes throughout the year for our fund raising cake sales.

Maureen Westmarland

27 February 2020

St. Paul's with St. Agatha's Woldingham Mission Action Plan Update for 2020

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Priority area	Existing activities	Targets for 2020
<p>To continue developing our work with children and young families, welcoming them into the church and helping them to develop their faith.</p> <p><i>Mark of Mission 2: To teach, baptise and nurture new believers.</i></p>	<p>Monthly Footsteps Sunday School in 10am Eucharist at St. Paul's.</p> <p>Monthly Footsteps Family Service at 11.30am at St. Paul's.</p> <p>Three parade services each year; good links with Rainbows and Brownies.</p> <p>Good links with Woodlea and Woldingham Schools.</p>	<p>Review of current provision (views of parents/families being sought February/March 2020).</p> <p>Pilot of Family Services at 10am at St. Paul's, starting with Easter Day 2020</p> <p>Developing a new order of service for All Age Services (Spring/Summer 2020).</p> <p>Celebration of baptism May 2020.</p> <p>Continuing to strengthen links with Beavers and Cubs</p>
<p>To enhance our links with and service to our local community, working with other groups and individuals where appropriate to meet the needs of the community.</p> <p><i>Mark of Mission 3: To respond to human need by loving service.</i></p>	<p>Supporting community groups who use the Church Room, such as the 123 Club.</p> <p>Hosting the Pop-Up Coffee Bar on Sunday afternoons in the Church Room.</p> <p>Holding a Village Harvest Supper in October with the proceeds going to charity.</p> <p>Organising Village events such as Summer Fetes and Jumble Sales.</p>	<p>Continuing to develop links with the 123 Club (ongoing).</p> <p>Continuing to support and review the progress of the Coffee Bar (review of progress at Easter 2020).</p> <p>Pet Service as part of Village Picnic, June 2020; Harvest Supper October 2020; Jumble Sale planned for 2021.</p> <p>Major venue for <i>Artworks 2</i> arts festival in June 2021.</p>
<p>To explore the possibility of developing a "natural" area in St. Agatha's Churchyard.</p> <p><i>Mark of Mission 5: To strive to safeguard the integrity of creation, and sustain and renew the life</i></p>	<p>In line with Church of England advice, to move towards making the area at the far end of the Churchyard into a "natural" area to encourage biodiversity – leaving the grass longer where appropriate,</p>	<p>Working with the "<i>Looking After Woldingham's Environment</i>" group to survey what species are already present in the churchyard – Spring 2020</p> <p>Planning planting of native wild flowers if appropriate – Spring/Summer 2020</p>

<i>of the earth.</i>	perhaps planting some native wild flowers.	Investigating installing bird boxes and/or a wildlife hotel at appropriate time.
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**ST PAUL'S WOLDINGHAM ANNUAL PAROCHIAL CHURCH MEETING
2020
REPORT ON FOOTSTEPS**

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Footsteps has continued to meet on the third Sunday of each month for a Sunday School session during the 10am Eucharist. The attendance remains variable, but there is a stalwart core of 10 children who attend particularly frequently, albeit that some of them are consistently unable to attend for 10am and arrive during the Footsteps session.

We have had the usual extra Footsteps sessions for Mothering Sunday, Easter Sunday, Harvest Festival, and Remembrance Sunday. In addition, we repeated the now established Good Friday workshop, which was followed by a short all ages service.

Most attendees at the 11.30am family service on the first Sunday of each month are also Footsteps attendees. This service has proved popular and we continue to benefit from Caroline Bell playing the piano for us all. Whilst attendance fluctuates, numbers in the congregation for this service continue an overall trend of growth.

It has been suggested by the Worship Committee on behalf of the PCC that it would be preferable to make one of the 10am services into a non-Eucharistic family service, to bring the children and their families into the same congregation as the rest of the church community. This would be in place of the 11.30am service. This is something that has been an ongoing discussion in any event and the feedback has always seemed to be that the parents prefer the 11.30 timing and the shorter service format. This has always been informal feedback, however, and so we are now carrying out a survey amongst the currently attending parents at 10am and 11.30am services, with a view to ensuring that the change would not discourage anyone from attending church. Clearly, another step is to survey the broader community, to find out what provision St Paul's might offer to attract more attendees and discussions are underway to try and establish the most effective way of engaging participants in such a survey. It is felt that in the first instance, however, the key is to ensure that we do not deter the parents from attending on the first Sunday of the month by dispensing with the 11.30 service, as anecdotal evidence suggests that at least some of the families would not attend – and the late arrival of families to the 10am service on the third Sunday of the month is consistent with this.

Alison Mead has facilitated the DBS checking of some more parents and it is hoped that they will assist in running the sessions. This increase in numbers of DBS-checked adults also means more parents could remain in church for the main service whilst the children attend the Footsteps session.

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Members of the Brownies, Rainbows, Beavers and Cubs have joined us as usual for the Mothering Sunday, Harvest Festival and Remembrance Sunday services. We also enjoyed another successful nativity play – this year in a shorter format, which worked well for all involved and we had positive feedback from the congregation. It was lovely to see the Choir sitting with the main congregation for the play.

A steady year for Footsteps and it is good to see the children growing within the Church community.

Victoria Francis

1 March 2020

Chair's Remarks to the Annual Parochial Church

for the deferred APCM for 2020, to be held on Wednesday 12th May 2021.

In our current situation of needing, due to the Coronavirus Pandemic, to hold two sets of annual meetings on the same occasion, and to so do virtually, parishes are being encouraged to focus on the essential legal requirements and to keep things as brief as possible. I shall not, therefore, spend time repeating the items mentioned on the other reports we have had circulated for this meeting.

They show that, despite being a small parish, we had had a busy year in 2019, maintaining our worship services, trying new activities to engage with our local community, holding social and fund raising events, and working hard to maintain our churches and grounds. I would like to thank all those who have assisted in any way with these things, and also to thank all who have served on our committees and as parish officers to ensure that we remain compliant with all the necessary procedures and practices in areas such as finance, safeguarding and Canon Law. Special thanks are due to Maureen Westmarland, who served alone as our Church Warden for 2020 and was involved in almost every aspect of parish life.

We continued to work with the other Anglican churches in the Caterham area, and to play our part in the Tandridge Deanery and the Caterham and District Churches Together Group. It was good to have the Caterham Team Ministry (the future of which is currently under discussion) back up to full clergy strength during 2019, with the licensing of the Revds Annie Kurk and Helen Burnett to Whyteleafe and Chaldon, and of the Revd Trevor Mapstone to St. Mary's Caterham.

Many of our usual activities then had to be put on hold due to the pandemic; we continue to go forward trusting that God will lead us in the direction he wants us to go as we gradually emerge from the restrictions and seek to be the Church for our whole community here in Woldingham.

The Revd Dr Catherine Dowland-Pillinger
April 2021

