



## REIGATE PARISH CHURCH WITH THE HEATH CHURCH

### Minutes of the Annual Parochial Church Meeting

held on Monday 29<sup>th</sup> April 2024 in the church

#### ANNUAL MEETING OF PARISHIONERS TO APPOINT CHURCHWARDENS

##### 1. Welcome & Introduction:

Richard Wilson welcomed everyone. He read from Colossians 1 verses 3-6. After a time of worship, he committed the meeting to God in prayer.

##### 2. Election of Churchwardens.

There were two nominations for churchwarden:

**Leslie Jackson**, proposed by Becky Beggs and seconded by Heather Chesterton

**Nick Rayner**, proposed by Nic Peck and seconded by Vron Booth

In the absence of any other nominations, they were duly elected and welcomed to their post.

Richard spoke with gratitude for all that Leslie Jackson and Nick Rayner had done over the past year as churchwardens, and the responsibilities they had undertaken.

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#### ANNUAL PAROCHIAL CHURCH MEETING

##### 1. Apologies for Absence:

Katie Cornish, Jenny Cottrill, Graham Cottrill, Sheila Dobson, Fliss Drewett, Catherine Farrow, Susan Ford, David Gilmour, Freda Handley, Roger Harse, Sarah Harse, Tim Leask, Janet Malcolm, Tim Markey, Philippa Parry, Nick Pettitt, Vreni Payne, Carol Rhodes, Gail Terry, Andy West, Lin West.

##### 2. Introduction to those standing for PCC:

Richard Wilson outlined the responsibilities of the PCC members as trustees of the church, ensuring the overall wellbeing of the church and its finances. The profiles of those who had been nominated for the 10 places were displayed at the back of church.

In the absence of any other nominations the following were duly elected:

James Bunch	Ian Capper	Heather Chesterton	Tim Collins
Zach Downie	Debbie Jackson	Esther Lyth	Lorraine Martin
James Norman	Nick Pettitt		

There was a time of prayer, in small groups, for all those elected to the PCC.

### **3. Minutes of the April 2023 APCM**

The Minutes of the last APCM (held on 24th April 2023) had been circulated in advance of the meeting and were approved.

Proposed by Vron Booth and seconded by Debbie Jackson and all were in favour.

### **4. Matters Arising:**

There were no matters arising

### **5. Churchwardens' Report**

Nick Rayner spoke to his report, which had been circulated within the Year in Review document.

Nick started by saying that he and Leslie Jackson had been overwhelmed and humbled by the acts of grace, kindness and service of others, that our church family had demonstrated over the past year. It had been a time of transition with various staff changes, notably Nigel and Gen Griffiths moving to Merstham; Ben Forbes and Emily Irving joining us during the summer, building on the strong foundations laid by both Kate Capper and Martin Saunders. Throughout this time, the St Mary's family had stepped forward to fulfil the huge breadth of ministries through which God has called us to serve His church and our community.

Under the leadership of Freda Handley and with the support of Mary Lambell, Anthony Parker and many others, the Heath Church continues to be a place of blessing to many.

Nick then focused on:

#### **a) Richard's Sabbatical**

Nick spoke of the benefits for Richard of his Sabbatical with a new focus and vision – a new understanding of the priority of the New Testament – a Gospel of Hope. It's been exciting to pray together on a Monday evening and walk with the Lord into this, His plans for St Mary's and the Heath Church as we live our lives in the light of this hope.

#### **b) Merstham**

The call of Nigel and Gen Griffiths and others to begin to graft into the ministry in the parishes of Merstham has been significant and we are grateful for all God is doing there.

#### **c) Youth Leaders**

After five years leading the youth ministry, Martin Saunders stepped down from this role in July. Huge thanks were expressed to Martin for his work with the youth team and his discipleship and evangelism among the young people of our church family. We were delighted that Emily Irving could take over the role.

#### **d) Ministry Teams**

Nick said it had been wonderful to welcome Ben, Alice and Jerry Forbes into the church family, and to see Ben developing the ministry in Community Life. We are also looking forward to welcoming Simon Russell and his family in July this year. This will see the Associate Vicar roles filled, giving support to Richard and the wide range of ministries that the team oversees. We continue to seek a young children's minister for the 0-5 age group and are grateful to those group leaders who have kept the work going.

## **e) PCC and Warden teams**

Nick and Leslie thanked all who have served on the PCC this year as we have navigated complex issues around the budget, the changing ministry team members, and a response to the decisions of the General Synod around Living in Love and Faith. Gratitude was extended to the deputy wardens: Esther Lyth who joined last year and Becky Beggs now stepping down having completed six years on the PCC.

## **f) Church Life**

Nick expressed gratitude to all the group leaders of Life groups, Holiday at Home, Carers' Support Group, Jigsaw, Satellites, children's groups and other ministries, plus worship leaders, musicians and tech team, hospitality servers of tea and coffee and meals. Nick also thanked the team of stewards and welcomers and Andrew Prestwood who oversees this area of our church life. Special mention was made of Jo Silcock for his dedication to stewarding the 8.30 congregation and much else and also to Roy Mundy who stepped down from the Building and Fabric Committee.

Nick spoke of all who serve out into our local community in and around Reigate, bringing the light and hope of Jesus. Gratitude was expressed to the staff and to Nick Pettitt, Laura Juden-Wills, Mark Randall and all who support the finance team in our church.

In finishing Nick gave thanks to God for our exceptional team of clergy and ministry staff. Their ministry leads us into God's presence to worship, to hear His word, to challenge and encourage us, to bring us to meet Jesus and grow in our Christian maturity, as we live out our lives of discipleship to become more like Jesus.

Thanks were expressed to Mike Fox, Danielle Robinson, Kate Capper, Helen Fraser, Brenda Juntunen and for all those who are gifted and called to preach God's word to us and lead us in worship including Josh Brown, Mandy Childs and Emily Irving.

Nick said we were so grateful to Richard, Ben and to Kate, who have heard the calling to serve God and minister week after week, time after time for God's glory and for the extension of His Kingdom in our church and community.

Richard thanked Nick for his report.

## **6. Vicar's Report**

Richard Wilson's report had been circulated in the 'Year in Review 2023' prior to the meeting. Speaking to his report, Richard reiterated our vision to see God changing lives, families and churches again and again. He reminded us that our mission is to make whole life disciples and that our strategy is to draw people into intentional discipleship.

He said that behind all this is the simple desire for us to play our part in fulfilling Jesus' commission to the church, with the authority 'go and make disciples of all nations, teaching them to obey everything I have taught you and baptising them in the name of the Father, Son and Holy Spirit.' This is our singular goal – to be, make and mature disciples – ready for Jesus' return.

In reviewing 2023, Richard said it had been a year of transition with a number of key staff changes namely Nigel and Gen Griffiths moving to Merstham to help revitalise the parish, along with a number of church members; Kate Capper stepping down as Associate Vicar; Ben Forbes being appointed as Associate Vicar and starting as our new Head of Community Life; Martin Saunders stepping down from leading our Youth Work with Emily Irving being appointed and starting as our full-time Youth Minister; and Mandy Childs starting her work as Children's Minister (6-11yrs). Esther Lyth had joined Leslie Jackson, Nick Rayner and Becky Beggs in the warden team.

Richard focused on the following:

**a) Giving ourselves away**

2023 saw the vision of sending a group of people with Nigel and Gen Griffiths, to join in with the mission in Merstham come to fruition. Richard said it had been exciting to see how this group has grafted themselves into the life of the parish and how God has blessed the whole community, even in a short time.

Lorraine Martin then prayed for Nigel and Gen and the work in Merstham.

**b) Investing in children, young people, and parents**

The PCC had been keen to develop this important ministry. Therefore, we increased our investment in the provision of oversight and leadership to young people. The appointment of Emily Irving as a full-time Youth Minister has been a major achievement. We have also seen children's team leaders join and grow under Mandy Childs's leadership and others step up to fill the gap in the 0-5s ministry following Gen's move to Merstham. We have appointed an Associate Vicar to lead and oversee our families' ministry as part of a wider brief of Leadership Development and Discipleship Growth and Simon Russell will soon be joining us in July.

**c) Reaching our town and area**

Richard spoke of our mission and evangelism, notably last year's Alpha Course. In addition, a strong foundation of thinking, reflection and research has led to a clear vision for St Mary's Local. As we seek to increase our gospel witness in many more ways, we want to focus our service on isolation and loneliness, families and children, and special needs provision.

**d) Building our community life**

The creation and resourcing of a new full-time 'Head of Community Life' role, to build on and expand on Kate Capper's work, has been an important development. We have welcomed Ben Forbes into this role, looking at how we can be family together, with the idea that families do four things – they look after each other (Pastoral Care), they spend time together (Social activities and time together), they are a place to belong and grow (Life groups and small groups) and they make sure everyone is safe and healthy (Safeguarding and Emotionally Healthy Church).

Richard went on to speak of:

- **The importance of spiritual formation and growth**

Richard spoke with gratitude for his three-month sabbatical. It had been a significant time of theological and spiritual growth for him. He said all Christian ministry is founded on an inner life with God that has its origin in the gospel, and his time of sabbatical had enlivened and renewed his love of God and the scriptures.

In 2023 we continued to put a high priority on teaching, and our focus during the year had been on the early chapters of Genesis, the meaning and identity of Jesus' ministry, and exploring how our future hope shapes life in the present.

- **Worship and Ministry**

Worship is one of our primary callings as the body of Christ, so in 2023 we sought to invest in and develop our corporate times of worship and prayer, with clearer communication around the importance of gathering (Come | Belong | Serve | Give).

St Mary's continues to offer a range of opportunities for worship at different times and in different styles. There has been growth in our services and in our music ministry. Josh Brown has gathered and built up the worship teams, investing in training worship leaders, encouraging a number of our young people, and developing our tech and support teams. Attendance at our Easter and Christmas services has been encouraging.

## **The Year Ahead**

In looking to the future, Richard said he anticipated and prayed that 2024 and 2025 would be years of increasing momentum, where we would see growth in community, connection, mission, and formation.

However, Richard stressed that we need to secure our finances, raising income to be able to match our vision and sense of calling.

In line with our vision and strategic priorities we would want to:

### ***Reach out to a world in need:***

- *Build on our mission and ministry with youth and children under the leadership of Emily Irving, Mandy Childs, and a children's leader for the 0-5s*
- *Firmly communicate, embed, and implement our approach to social engagement and local mission, alongside our involvement in global mission*
- *Grow confident disciples able to share their faith naturally by teaching and training*

### ***Draw people into a new identity in Christ:***

- *Welcome and induct new members into church life following Alpha*
- *Experiment with new ways of introducing people to faith in Christ*
- *Draw people into deeper commitment marked by baptism*
- *Further develop our 'newcomers' flow' and drawing newcomers into deeper fellowship*

### ***Develop a culture of discipleship:***

- *Appoint and establish a new Head of Discipleship*
- *Teach on the grace of God as the foundation of our gospel and community life and journey together through the Sermon on the Mount*
- *Strengthen a core group participating in our monthly prayer meeting, and renew our approach to our annual 24/7 prayer weeks in the lead up to Easter*
- *Strengthen our small groups – increasing leadership, engagement, transformation, and participation*
- *Encourage families and individuals to participate in summer festivals of New Wine and Satellites*
- *Develop our approach to family discipleship, and spiritual formation across the whole church*
- *Expand the resources we offer that deepen faith and discipleship that changes lives*

### ***Love one another as family:***

- *Deepen our belonging and develop our pastoral care*
- *Launch a new termly publication called 'Spotlight' to share stories that celebrate our community life together*
- *Establish and develop an annual diary of social events that build community and fellowship*
- *Continue to develop the depth of community within our small groups*
- *Plan for a whole-church weekend away together in 2025*

### ***Give ourselves away for the sake of others:***

- *Continue to maintain our partnership with Merstham and continue to explore partnership with the parish of Nine Elms in Battersea.*
- *Continue to deepen our partnerships with others in mission overseas and strengthen our communication and engagement within the church family*
- *Develop our relationships with other Churches and networks as we seek to grow resilient disciples in our secular age*

Richard concluded by expressing his deep gratitude to the St Mary's family as he celebrates six years of ministry in Reigate, and to all who give so much to the life of St Mary's and the Heath Church, in countless ways. Richard thanked Leslie Jackson, Nick Rayner, Becky Beggs and Esther Lyth for their support as the Warden Team. He thanked the staff team and Tory for all their support.

Richard concluded by drawing us to Paul's words to the Colossian church in chapter 1, and reading the final section, as if his own:

*As a result, I rejoice in my work, even when I am tired or stretched, that I have taken on for the sake of his body, which is the church. I am always mindful that it was God that called me and commissioned me, ordaining me to present the word of God in its fullness – the mystery that has been kept hidden for ages and generations, but which has now been disclosed to the Lord's people. God has chosen to make known among us the glorious riches of this mystery, which is Christ in us, the hope of glory in the age to come. He is the one we, and I, proclaim, admonishing and teaching everyone as best we can, with all wisdom, so that we may present everyone fully mature in Christ. It is to this end we strenuously contend with all the energy Christ so powerfully works in us.*

## **7. Treasurer's Report and presentation of audited accounts for the year ending 31st December 2023**

Mark Randall presented the finance report for St Mary's church finances, in the absence of Nick Pettitt, using a series of slides. Sadly Nick Pettitt, our Treasurer, could not be present because of ill health.

The Annual Accounts for 2023 had been audited and copies of the Annual Report and Financial Statements of the Parochial Church Council for the year ending 2023 were available, with a copy on the church website under 'Giving' and Annual Accounts 2023'.

Mark reported that the good news from last year was that we closed with a surplus, our income exceeded our expenditure. However, he said that planned giving (which is an important indicator for us) - £433k in 2023 (and in 2022 £441k) was down 2% and one-off donations were down 57%; unlike 2022 when there had been several one-off large donations. Legacies were up from £2k (2022) to £84k for 2023, for which we are grateful. Investment income was up by 41%. Staff costs were up 21% which was in line with our budget; church activities (hirings of the hall etc.) were broadly in line with budget. He reported that because donations were down, gift aid recovered was also down. An old set of accounts had been circulated so we need to distribute a new set of accounts so that these can be signed off.

For the first quarter of 2024 (January to March), Mark said that giving is down against the budget, so we are hoping to see an uplift, following the giving campaign. We are under budget for costs but 2024 is looking tight, so we do need to raise our income and we need to live within our means.

Richard thanked Mark for all his work on the Accounts and presenting in the absence of Nick Pettitt. He also expressed thanks to Nick Pettitt and Laura Juden-Wills, along with Mark for all their hard work in keeping our finances in order. He thanked everyone for their giving over the past year both financially and of their time.

### **Resolutions**

1. The adoption of the Annual Report and Financial Statements for the year ended 31/12/23 will be ratified at a later meeting.
2. The reappointment of the auditors, Jacob, Cavanagh and Skeet at a fee to be agreed by the PCC.

Proposed by Ian Capper and seconded by Alastair Rubie and agreed unanimously.

## Questions

Alastair Rubie asked a question about the deficit, saying it would be prudent for the PCC to reconsider giving to the Diocesan Share this year, as this is our biggest expense. Nick Rayner said this will be picked up again when we discuss this at the PCC.

Other questions were asked about the Easter Project which had ceased at the time of Covid, when we had a rethink of what to do next; banners - we still have these; and Safeguarding. Leslie Jackson said that there were clear procedures in place for safeguarding and that questions could be addressed to himself and Jane Melbourne, who are our Safeguarding Officers.

## 8. Community Life

Ben Forbes spoke of his vision for community life, acknowledging that he is stepping onto well-prepared ground. He stressed that as church, we are a community, not a crowd that meets on Sundays - we are family.

His role is about:

- How we look after each other – through pastoral care
- How we spend time together – through social events
- How we nurture and grow together – through small groups
- How we look out for each other – through emotionally healthy church
- And how we understand each other – through communication.

In our waiting upon the present and future kingdom of God, we need to heed the words from 1 Peter 4 – a blue-print for kingdom-shaped community, which gives a glimpse of God's coming kingdom, in the now.

*The end of all things is near. Therefore, be alert and of sober mind so that you may pray. Above all, love each other deeply, because love covers a multitude of sins. Offer hospitality to one another without grumbling. Each of you should use whatever gift you have received to serve others, as faithful stewards of God's grace in its various forms. If anyone speaks, they should do so as one who speaks the very words of God. If anyone serves, they should do so with the strength God provides, so that in all things God may be praised through Jesus Christ. To him be the glory and the power for ever and ever. Amen.*

Thus, we should love one another, give grace to one another, offer hospitality to one another, serve one another, be faithful stewards together, seek God's strength together – all to his glory of his name.

Ben spoke of his three priorities:

### 1. Communication

He likened St Mary's to 'the hub of a bicycle wheel' where at present there are lots of activities (spokes) that don't all connect to the centre, so are a bit tangled, and the spokes need to be straightened out. Communication is key to a thriving church community.

Ben is looking at what St Mary's is doing, using the following structure:

- St Mary's Ministries (things we do) such as youth work

- St Mary's Partner Ministries/Activities (things our partners do that we support) such as Sparkfish
- St Mary's Supported Ministries/Activities (things others do that we support) such a Winter Night Shelter/Renewed Hope
- St Mary's Hosted Ministries/Activities (things that others do that happen in our building) such as the Bridge Club

A new initiative is *Spotlight*, a termly magazine highlighting difference stories of what is going on in and through St Mary's.

## 2. Relationships

Relationships are the fabric of community so Ben wants to explore how we can develop our inter-personal relationships. While time for coffee after services is good there are limitations. Therefore, Ben would like to:

- Continue the programme of four whole church socials a year, as opportunities for community and relationship building.
- Plan a Church Weekend Away in October 2025, so that we can get to know each other better and invest in our relationships.
- Initiate Hospitality Sunday – which would be an opportunity to share a meal in each other's homes a few times a year.

## 3. Pastoral Care

Ben stressed that there is already a solid foundation of pastoral care. This can be built on by:

- Developing a formal team of pastoral carers
- Ben, as co-ordinator being available on Tuesday afternoons (pastoral office hours) to talk through any issues of pastoral care
- Putting into place a pattern or policies for home communions, clergy visits, meals, lifts to hospital.

Ben has been encouraged by the sense of community at the Heath Church and wants to nurture that. Likewise, he has appreciated his visits to Life Groups and the role they play in our church family community life. He will be working with Simon Russell on how small groups can be developed.

Esther Lyth prayed for Ben and his ministry

Nick Rayner gave thanks for Richard and prayed for him.

The meeting ended at 9.50 pm





REIGATE PARISH CHURCH WITH THE HEATH CHURCH

Minutes of the Extraordinary Parochial Church Meeting

held on Sunday 23<sup>rd</sup> June at 12.00 noon in the church following the church service

Richard Wilson thanked those present for coming to the meeting and welcomed Mark Randall, the Assistant Treasurer. Mark presented the updated Annual Report and Financial Statements of the Parochial Church Council for the year ended 31 December 2023.

#### **Resolution**

To adopt the Annual Report and Financial Statements for the year ended 31/12/23.

Proposed by Ian Capper and seconded by Debbie Jackson.

The proposal was agreed by all present

23.06.2024