

**HOLY TRINITY CHURCH SOUTH WOODHAM FERRERS**

**Minutes of the Joint Church Executive committee meeting**

**4<sup>th</sup> December 2017 in the meeting room at Holy Trinity.**

**Present** Maureen Graham, Kath Gable, Peter Blackman, John Geary, Judith Radley, Bob Hemmings, Tricia Tutin, Margaret Partridge, Revd Barry Allen, Ria Allen, John Emmines, Frank Lo, Simone Probyn, Fr James MsShane.

Bob opened the meeting with a prayer.

**JCC EXECUTIVE.**

**1) APOLOGIES**

Revd Carol Ball, Steve Gallagher, Rosemary Tidmarsh, Michael Clark.

**Minutes of the last meeting from September and June AGM** were agreed and signed.

Bob welcomed Simone as treasurer and thanked her for taking up the post.

He also welcomed Fr James to his first meeting.

**Matters arising from previous minutes**

Revd Carol is happy with her phased return she is off on Monday and Friday. Bob is happy to chair in her absence.

The Treasurers position has now been filled by Simone .It was decided to leave Vice Chair and which minister will fill fabric and W/O when Carol is able to discuss with the other ministers. In the meantime Revd Barry will fill W/O and Fr James Fabric.

**4) Treasurers report**

**Steve's report already circulated.**

**SYNOPSIS**

Steve reported the bank balance is £5,692 in credit. This year we have spent £10,278 and collected in £10,828.

He suggested discussing the overall contributions whether we should put them up or to remain the same. SIMONE WILL LOOK AT FIGURES AND BRING TO NEXT MEETING.

Annual accounts will need to be audited and Steve will help Simone with this. They need an independent auditor and Angela Tuff has done this for the last few years.

At least 2 new signatories are need on the account. Steve can sign until the new ones are in place.

It looks as though the house move will be in January so Steve will be around to answer any questions.

He wished everyone a Happy Christmas.

**Notes from the meeting**

**A very big thank you was extended to Steve for the 15 years he has been our treasurer.**

We will be giving Steve some wine and a card signed by all those at the meeting

### **3 Fabric Report**

The two vestries were redecorated as planned together with the installation of new light fittings.

The window, broken by a football, of the toilet facing the library was replaced at a total cost of £79.00 including VAT.

The electrical testing of the fixed electrical installation (power and lighting) was undertaken as planned during the half term. Copies of the test sheets are attached. Although the installation of a fire alarm system was recommended when the fire officer in December 2016 he stated that a fire alarm system was not required. The other three recommendations whilst nice to do are not essential and could be undertaken if committee members wished at a maximum cost of £200.00.

Three flagstones (two loose and one broken) have been replaced. Cost £TBA.

Some broken slates and some dislodged slates were replaced by a roofing contractor at a cost of £180.00 including VAT. Within a week another area of damage was observed. This has been rectified by the roofing contractor cost £90.00 including VAT. In order to deter further damage and resulting cost "anti-climb paint" has been applied to the lower edges where access is gained. Also warning notices have been installed (apparently a legal requirement). Cost £85.00.

A heating contractor has visited site and measured for the replacement radiator and his quote is awaited.

Roof vegetation to be treated with weed killer in the spring.

The church was cleaned in readiness for Christmas.

### **Notes from meeting**

A copy of the Electrical report is held on file by the Secretary and Chair.

With respect to the observation on the report re the fire detection system we have had the fire service in and there is no risk.

The RCD protection would cost £200 but all is okay so it is not to be done.

There has been a letter from First Response who cannot maintain our heating system from 17.12.17. Two local engineers have been contacted, TM Hughes and Riverside Heating.

We need to update the clergy board behind the organ. KATH TO ASK PAT DOCHERTY.

The people cleaning the church complained there is too much equipment and toys in the cupboard so they can't get to the equipment.

The lost property is accumulating and if not claimed by the end of December it will be given to the charity shops.

This is to go in the newsletters.

## **6) WORSHIP AND OUTREACH REPORT.**

### **Matters arising from last meeting**

- Judith kindly made written notes for Peter to type up afterwards.
- Bob had helped Peter use the HDMI cable enabling a modern laptop to plug into the HT AV system.

### **Worship & Relevant Updates from each congregation**

#### ***Anglicans***

- Coping well with present circumstances. Rev Michelle has been very supportive, as have congregation & ecumenical partners for which Church Wardens et al most grateful. Assurance of prayers by all reiterated.

#### ***Roman Catholics***

- Father Niall's farewell party on 23 September was very well attended and went well.
- Father James McShane has arrived.
- Pastoral Parish Council AGM is on 13 November when some significant changes are necessary due to some members leaving as at end of terms of office or moving away.
- Maria now established in new church office in church at Danbury. She kindly continues to manage HT bookings [new phone now working 01245 226724]; Maria is usually there 0930-1430 on Mondays, Wednesdays & Fridays & there is voicemail for other times].
- Sunday evening 5.30pm Mass has been discontinued with effect from the end of October 2017.

#### ***Methodists***

- Methodists welcomed Rev Barry and his wife Ria to their first service in Woodham on Sunday 17 September.
- Gill Songer continues to work alongside Rev Barry.
- Tricia is now Head Steward at HT.

### **Joint Worship, Activities & Relevant Updates**

- The joint Anglican/Methodist Harvest service went well.
- A fruitful meeting was held on 23 October to enable Fr James, Rev Barry, the Church Wardens Bob & Margaret, Tricia, Kath Gable (JCC Secretary) and Peter to meet. All of them are 'up to speed' with arrangements for services and events for the rest of the year as per the schedule. Everyone was now 'up to speed' with the arrangements for services and events for the rest of the year. The framework for Holy Trinity Church as a shared church and a Local Ecumenical Project (LEP) was discussed. Thus consideration can be given by all

concerned in the next few weeks to decisions, at least about the short term, which will be needed at the next JCC meeting on 4 December.

- Margaret Partridge (TSM Governor) kindly reported that the TSM Nativity on 4 December is for Key Stage 1 pupils & families and will last about an hour. Therefore it was noted that the JCC meeting that evening can be held in the HT meeting room but will, for once, start at 8pm (rather than 7.30pm).
- As Steve Gallagher will now be away on 4 December, Bob will kindly chair that JCC meeting.
- Advertisements are being placed in the denominations' newsletters for a replacement JCC Treasurer as Steve is moving away soon.
- It was reported that some of 'the authorities' under the Sharing Agreement are aware that a LEP visitation is overdue; this is when representatives of the denominations visit HT so see how the LEP is going (originally 5-yearly).
- Ashley John had kindly volunteered to be the Anglican helping to lead the Advent ecumenical course along with Gill Songer and Peter. They had met to plan the course which will follow Tom Wright's "Advent for Everyone: A Journey with the Apostles". The books have arrived and been paid for from JCC funds (seemingly along with the books for Lent courses the only budgetary expenditure for W&O). Donations towards the costs will be sought from attendees but are not to be a barrier to participation.
- Views from attendees at Thursday morning services had been sought and passed on. Rev Barry has already committed to lead on the 2<sup>nd</sup> Thursday monthly. Fr James has now committed to say Mass as the joint service at 10am on the 1<sup>st</sup> Thursday monthly when there will not be a 9am Mass as well. In due course there will be a monthly commitment from the Anglicans. It was noted that all three denominations have various lay ministers who can also lead this service.
- Anglican Administrator Sarah Presley has kindly drawn up a rota for the Thursday morning services for the rest of 2017. The Anglicans are kindly arranging for to fill remaining gaps.
- Rev Barry has started a prayer group at 11am on Thursdays and once established he intends it to be ecumenical.

### **Activities with other Churches**

- The next SWF ChC (Christian Council) meeting will be held on 8 November.
- At some stage it will be helpful to decide about the rota for the Town Carol Service and other joint Town services/events in the future.
- The Town Carol Service in HT on Tuesday 19 December will now start at 7pm, rather than 6pm, as recommended by Rev Barry and agreed by his joint planning group which has now been established, has met and is supporting the Methodists who are leading this.
- A weekly article from the ministers/churches of the SWF ChC for SW Focus has been agreed and will start in January 2018.
- The Foodbank weekly sessions on Wednesday mornings in SWF at the New Life Church are helping good numbers of people and families. Weekly donations from HT and the Danbury RC Church are plentiful.
- The Chatty Bus continues to be popular engaging with young people on Friday evenings. On advice from SWF's ECC Councillor, Maralyn has been advised to speak to SWF Town Council

about parking the Bus outside the Church during the winter months as that Council is responsible for the use of Trinity Square.

### **Dates for the Diary**

- The draft schedule of services and events for the rest of 2017, marked 'v4' was considered in detail and was fully updated; v5, accompanying this note reflects all that was discussed, discovered and established immediately afterwards.

### **Civic and Community Responsibilities/Outreach**

- The SWF Health & Social Care Group public meeting held in HT on 27 September was all about cancer health and social care. It was well attended and heard from leading local experts. Reports of the meeting are on the Group's new website [www.swfhealthsocial.wixsite.com/2017](http://www.swfhealthsocial.wixsite.com/2017) . Future meetings will be held in 2018 and details will be announced in due course.

### **Date of next meeting**

- Thursday 18 January 2018 – 8pm

### **Notes from the JCC meeting.**

The Carol Service on 18<sup>th</sup> December will start with refreshments as Trinity St Mary's are having their Nativity in the school hall.

The chair stalls are full and due to a change of services for the Catholics the stalls may be needed to extend the church. It was asked where could the chairs go?

It has been suggested that the Executive should consist of 1 Minister and 2 lay people per congregation. The sharing agreement says up to 5 lay persons. This is to be discussed at the next meeting.

Bob from the Chair thanked Peter for keeping things altogether and leading the W/O in the interim of the Ministers changing and Carol being unwell.

### **A.O.B.**

John has asked for an up to date members list. Kath has updated and will email around as all at the meeting agreed to this.

The new large print Bible has disappeared from the pulpit again. Please all look out for this and return to the pulpit if found.

We had Don Wragg and Matt Harris in with Adrian of LIS demonstrate a proposal of the new website.

All sections will have the same updated look and feel.

80% of what is on the pages will need discussion to see if needed and updating

The cost to us at the moment NOT SUPPORTED BY BT is £100 a quarter. The new site will be less than £100 a year.

It has been suggested that a calendar be on the site so availability can be checked.  
It can have the capacity to screen live services if required.

Storage for videos and photos.

Can also have a talking newsletter for the blind.

There is a map direction to the church in SWF and for the Catholics two maps to include Danbury as well.

Googling either church on the site will take you to the website and then you can click on either church.

There is a camera in HT to video live any services and recordings can be made. However the hardware equipment in HT is out of date.

**FEEDBACK IS REQUESTED NOW ON WHAT IS NEEDED AND REQUIRED. EACH DENOMINATION TO LOOK AT THE PAGES NOW IN DETAIL AND COME BACK TO THE WEB MANAGER.**

**DATES FOR NEXT YEARS MEETINGS**

- MONDAY 12.3.2018**
- MONDAY 18.06.2018**
- MONDAY 10.09.2018**
- MONDAY 26.11.2018**

**ALL MEETING START AT 7.30pm**

**Signed Chair of JCC Holy Trinity.....**

**Dated.....**

**Seconded by.....**

**Dated.....**