

MINUTES OF HOLY TRINITY CHURCH AGM

HELD ON 26TH JUNE 2017

1) Revd Carol welcomed all to the meeting and opened with a prayer.

APOLOGIES

Maureen Graham, Revd Sue King, Margaret Partridge.

PRESENT

Revd Carol Ball, Fr Niall Harrington, Kath Gable, John Emmines, , Bob Hemmings, Steve Gallagher, Peter Blackman, John Geary, Michael Clark, Judith Radley, Tricia Tutin, Rosemary Tidmarsh, Jim Tidmarsh, Matt Harris, Don Wragg,

2) **ELECTION OF OFFICERS**

Election of Chair: The Revd Carol Ball was proposed as chair and seconded (Rosemary, Tricia)

All voted in agreement.

Election of Vice Chair: Steve Gallagher proposed and seconded (Judith, Rosemary)

All voted in agreement.

Election of Treasurer: Steve Gallagher was proposed and seconded. (Carol, Kath)

All voted in agreement.

Election of Secretary: Kath Gable was proposed and seconded. (Judith, Carol)

All voted in agreement.

3) Minutes of the previous year's AGM were agreed and signed.

4) Matters arising. None

5) **FEEDBACK FROM COMMUNITIES.**

Catholics;

Fr Niall reported that Bishop Alan would be visiting the parish to take the confirmation service this year on 9th July.

As you know we are a shared Church and I would like to take this opportunity of thanking Mrs Maria Smith for all the work she does in coordinating the various bookings for the three communities and the two schools and many other agencies and organisations who use the Church. It is a great tribute to Mrs Maria Smith that everything falls beautifully into place.

My thanks also to Steve Gallagher who works tirelessly and it is a joy to have him help.

Also thanks to John Geary who gets on with things quietly and well.

Fr Niall said the Bishop had requested him to move to Walthamstow parish in September with a congregation of 900 at the weekend services. Fr James McShane will be coming to Holy Trinity from Elm Park.

Revd Carol wished Fr Niall well in his new parish and thanked him for all he has done in the church.

She said go with all our good wishes and prayers and we will welcome Fr James.

Revd Carol then said a prayer for Fr Niall in his new parish.

Methodists;

The Methodist congregation will be sad to lose Revd Sue King as she retires in June, but have the good news that they will have a new minister on 1st September. Revd Barry Allen and his wife Ria will be coming to the circuit from South Africa.

Anglicans;

The Anglicans have had a difficult year with Carol being away sick, but they are back on track now with lots going on.

The BBQ will be at Revd Carols on 22/7/17 £6 adults and £1 children all welcome.

Discipleship of the church to find ways to gain disciples to the church.

Bob said thank you to everyone for help and prayers for Carol during this year.

Revd Jane Richards is to leave and be inducted in her new parish in Basildon on Wednesday 19/7/17

And she was thanked for her ministry here. There is no replacement for Jane.

Julie Hardy will be ordained as Priest next Sunday 4pm in Maldon All Saints Church.

6) REPORT FROM EXECUTIVE

Health and safety policy.

Document already distributed.

Adoption of this document was proposed by Judith, seconded by Bob and was adopted unanimously.

Safeguarding principles

Document already distributed.

Adoption of was proposed by Carol and seconded by Rosemary and was adopted unanimously .

Kath will keep a copy on computer to be updated annually by Fabric.

Treasurer’s notes for JCC AGM meeting on 26th June 2017

1. 2016 Accounts

In financial terms, 2016 was a quiet year, where we spent pretty much what we took in income.

We started the year with an overall credit balance – across all 3 bank accounts - of £4,627 and ended the year with a slightly increased credit balance of £5,142 (see Fig 1 below).

<i>Closing Balances</i>			
31st December, 2016			
Community Account		1,669.95	
Business Premium Account		540.14	
Methodist Central Finance Board Deposit Fund		2,932.30	
	Total		5,142.39

Fig 1: Closing bank balances as at 31st December 2016

In a little more detail:

- Our **total income** in 2016 was £10,658, which was mainly made up of our own congregations' contributions (£10,000), plus £658 in donations.
- In 2016 **total expenditure** was £10,150, of which the largest payments were:
 - Gas £1,700
 - Electricity £840
 - Repairs and Maintenance £1,898
 - Church Refurbishment Loan £3,600
 - Insurance £1,412

NB

- i. Our overall Gas and Electricity bills has decreased £700 in a year, due to decreasing wholesale prices*
- ii. The Church Refurbishment Loan finishes in July 2017*
- iii. Insurance has nearly doubled in the last 5 years*

The following items made up our 2016 Repairs and Maintenance category:

Date	Cheque No	Payee	Description	Amount
29-Mar-16	101233	Marks Tey Radio	Repairs to amplifier	£230.40
20-Jun-16	101234	Guy Lehan	Redecoration of church exterior	£840.00
08-Sep-16	101235	1st Response Heating Services	Annual boiler service and chlorination	£763.20
08-Sep-16	101236	Bob Hemmings	Various lightbulbs	£64.20
			Total	£1,897.80

Fig 2: 2016 Repairs and Expenditure Items

2. Repayment of private loan for church refurbishment

As a recap, in 2015 we did not have enough money to take on the needed church refurbishment and kitchen work.

An anonymous benefactor paid for the kitchen and similarly, another anonymous loan of £7,000 was made available, to pay for the church redecoration and new carpet.

This loan was being paid back via Standing Order over 24 consecutive months and I am glad to say that by July, we will have paid back all the loan.

2016 Audit

The 2016 accounts were signed off on 7 March 2017, by Angela Tuff – Anglican PCC Treasurer.

Treasures report was adopted.

Peter suggested accumulation the spare funds for a rainy day this was proposed by John and seconded by Tricia. All voted in agreement.

Thank you as always to Steve for a great job.

7) FABRIC COMMITTEE REPORT.

Fire extinguishers

The service contract with LW Safety for the annual servicing of the fire extinguishers has been renewed. LW Safety visited and the one serviceable unit was examined and found to be satisfactory; the other unit was unserviceable and so discarded. A surplus unit, which was available, was used to replace the defective unit.

Corroded radiator in Catholic / Methodist vestry

A quote for this item of work is awaited. Also to include adjusting the percussion tap in one of the toilets to ensure it shuts off properly.

Redecoration to the vestries

The committee thought that the two vestries were in need of "freshening up" so it was agreed that committee members would clean and repaint the ceilings and walls. It is planned for this work to be undertaken in the school holidays July to August.

Vegetation on roof

There is an amount of vegetation on the flat roof. It was agreed that committee members would remove this growth. Some pruning in the garden would take place in October.

Electrical testing

The certification for the portable appliances is current; a further copy of the certificate is awaited from the contractor.

The certification for the fixed power and lighting has expired. A quote has been obtained for testing and this work is to be undertaken during August.

Thanks were extended by Revd Carol to the fabric committee for addressing all the physical issues. Hidden things are always done making the church a safe and welcoming place for us all.

Bob will check the bins are being collected fortnightly as lots of bags were left beside the bins.

8) WORSHIP AND OUTREACH REPORT

Worship and Outreach report for JCC AGM on 26th June 2017

The Worship and Outreach committee has met regularly in the past year. Here are some of the highlights:

- Bishop Stephen visited South Woodham Ferrers on Sunday 29th May 2016. He undertook a prayer walk followed by Compline. The visit was a successful and happy one
- Rev. Carol hosted Bishop Joseph from Kenya at the end of June 2016 and he preached at a joint Methodist/Anglican Service on 26th June
- A special Mass was held on 13th June 2016 at to celebrate Father Niall's 40th anniversary of ordination to the priesthood. Those who attended said it was a lovely service
- Harvest - Joint Methodist and Anglican Harvest Festival was successful and produce and monetary collection was given to CHESS from whom thanks was received. Catholic Church and school also supported CHESS at their harvest festival.
- Remembrance Sunday - Joint service with Anglicans and Methodists, led by members of the congregation, many people commented on what a lovely service it was. There was a short service at the bandstand on Friday 11th November. It was encouraging that a few passer's by stopped for that. The British Legion that the collection for the British Legion in South Woodham Ferrers raised £20,000.
- Not Last Night at the Proms - Very successful and happy evening. £800 was raised. There was a lovely atmosphere with people from many walks of life coming together.
- Christmas- There was good attendance at the Advent course with representation from all congregations.
- Town Carol Service - Was successful and was lovely to have the children reading.
- All the ecumenical services went well. It was agreed to try and promote the Anglican / Methodist Midnight Mass more next year as numbers were low.
- Senior Citizens Carol Service - This was poorly attended possibly due to poor advertising and Wednesday not being a popular day. Proposed date for next year is Thursday 7th December and renaming it 'Afternoon Carols for All Ages'
- Catholics reported that their services had had a change of time and were well attended
- We would like to review the format of the Toy Service next year
- Joint Covenant service with Anglicans and Methodists went well
- Women's World Day of Prayer on 3rd March was very successful and beautifully led by Rev Sue King
- It was felt that all Easter services had gone well. The addition of a reflective service in Holy Trinity following the walk of witness was welcomed – but it was felt that the timing of the service was a bit tight, with people having to leave the walk of witness in order to open the church for those who were only coming for the reflective service. Next year we suggest that the reflective service is a 12:15pm, rather than 12 noon.
- There is a Bible Study led by Gill Songer in the Meeting Room on the first Tuesday of each month. It was felt that this has not been effectively communicated to all congregations. Tricia agreed to make sure this information was communicated to all congregations.
- The Bible study will not take place during August, but Reverend Carol agreed to do a Summer Bible Study, on a theme that will help us make sense of recent events in the UK.

We remain indebted to those in all congregations that fly the ecumenical flag. We are certainly stronger together, and may we continue to co-operate to make God's Kingdom com.

WEBSITE REPORT

Matt Harris and Don Wragg attended to give a report on the church website as below.

Introduction

During any other topics at the June 2010 Parish Council meeting, the subject of the "Pewend" website administered by Rev Paul Hayworth was discussed; Rev Paul will retire next year and a successor for the website administration

Sylvia and I took on the task and duly identified BT web hosting as the most appropriate for our needs.

A BT business account was opened in December 2010, and the new site "englishmartyrswithholymtrinity.org.uk" was published June 2011, with holymtrinityanglican.org.uk, holymtrinitymethodist.org.uk, holymtrinityswf.com following shortly after.

7 years later the websites are still successfully running with approximately 3000 hits per month.

As I'm sure many of you are aware the internet keeps on evolving, new hardware, software, operating systems, and in the case of Microsoft windows 10 monthly updates and security patches.

7 years is a long time in the computer world, it is now time to review our current website and perhaps our objectives.

Background

The "englishmartyrswithholymtrinity.org.uk" site was constructed using the BT web hosting package and the BT supplied site builder "Easy site Wizard Pro" a semi-professional site builder with the ability to use one website and link other domain names to it, providing us with a cost-effective solution of having what looks to the user of 4 individual web sites but with only one cost.

Each website master page was designed by members of each denomination, and provided to us together with start-up content.

(See organogram) & (master pages) attached.

The site's proved easy to construct, simple to maintain and reasonably robust.

Costs have proved to be consistent, actual site and builder software was provided free, 2 domain names were purchased at £7.08 each with a renewal fee every two years.

The only ongoing costs are the quarterly fee of £69.20 for the BT web hosting service.

Weekly updating the sites, adding new content etc, are provided by Don and Matt.

Don:- holymtrinityanglican & holymtrinityswf

Matt:- englishmartyrswithholymtrinity & holymtrinitymethodist

Conversations with BT

On April 19th 2017 we received a forwarded e-mail informing us, “as in accordance to your request your BT web hosting service would be closed down with immediate effect.”

It’s a long story, but the short version is: - BT received a request to close down a website from a church in Wimbledon and duly decided to close our account instead.

After some great detective work by Maria, it was discovered that BT had assigned our account number to the “The Sacred Hart Wimbledon” She, after much discussion got BT to accept responsibility.

I then began work with the BT tech team to try to reinstate the sites. After several frustrating days BT reinstated our site, but unfortunately with only one domain (englishmartyrswithholyltrinity) and no content or build tools.

After two more long and difficult days, the BT tech guys agreed to help reinstate our original websites, eventually after many telephone calls our sites were up and running.

Time to start worrying! my contact in BT informed me that the tools we are “using easy site wizard pro” and more importantly the ability to run a number of domains from one site are no longer being supplied to new customers, and are now viewed by BT as a legacy product, and that support to existing customers is being reduced with the view that it will be discontinued in the near future.

Discussion / Way Forward

Rather than wait until this becomes a major issue, Don and I feel that we need to be proactive and start the process of finding a replacement for the BT Web Hosting tools.

With this in mind our first task is to ask for guidance from the three churches.

At the start of any project it is always recommended to ask some basic questions and document the primary objectives.

Questions

1. Do we still want/need a website?
2. Who should the website be targeted at?
3. What should the content be?
4. What resources/skill levels/contributors/finances do we have/need?
5. What are our time scales?

We’ve deliberately keeps the number of questions short, but they will act as a starting point for further discussions with a more convenient time.

It was agreed that we need a website.

Don has approached Ahead4 and reported;

Ahead4 will set up one for £200 + vat and maintain domain site for us. The domain name will cost £180-£200 per year.

Several people asked if we could get a quote from Adrian and Elizabeth Clements of LIS as they are church members and several people use them already and they are very accommodating.

The website needs refreshing and it was left to Don and Matt as to whom we use once they have the second quote.

A very big thank you to Don and Matt for all the research done and the upkeep of our website.

Kath said she would like to send flowers to Sue from the JCC to mark her retirement. All agreed.

Revd Carol ended the meeting with The Grace.

DATES OF NEXT YEARS MEETINGS (so far agreed) all in the meeting room 7.30 start.

Monday 25th September 2017

Monday 4th December 2017

Signed Chair of Holy Trinity JCC.....

Dated

Seconded by

Dated.....