

HOLY TRINITY CHURCH SOUTH WOODHAM FERRERS

Minutes of the Joint Church Executive committee meeting

18th September 2023 at 7.30pm in meeting room.

Fr Matthias opened the meeting with a prayer.

Present; Fr Matthias, Maureen Graham, Kath Gable, Peter Blackman, Rev Barry Allen, Lynda Speak, Eileen Price, Jim Tidmarsh, Tricia Tutin, Bernard Dayer, David Watts.

1) Apologies; Judith Radley, Janice Pearson, Sheila Jenkins.

2) Minutes of the previous meeting AGM 3rd July 2023 the draft was agreed and signed to be adopted at the next AGM, but published as draft on the websites.

3) Matters arising

a) Peters report on Review and Responsibilities was distributed prior to the meeting. Peter apologised for the delay due to family illness.

He is still awaiting a reply from the solicitor and Fr Matthias said once this is received the task group will meet to discuss.

b) Paul Hardy was the instigator of the Facebook page, which has been dormant for some time. Each congregation to ask if it is still required.

c) Easy fundraising is not being used at the moment.

d) Our Insurance company has at last replied to Jim re the asbestos issue. We are not covered under the policy for any claim made against us. We are advised to use a specific insurance company re indemnity.

Signs are up advising the asbestos, which is in the areas containing an artex ceiling.

4) The Environmentally friendly church

We are removing this item from the agenda as the committee have not met. If any report is sent to the secretary at any time it will come to the JCC.

5) Treasurers report

Current Balances -

Current Account	£334.01
Deposit Account	£9,233.94
Methodist CFB Deposit	£3,093.20
Cash	£100.00

TOTAL ASSETS £12,761.15

In addition, we are holding £1,683.15 on deposit for SWF Christian Council.

- Both Anglican & Methodist contributions are paid for the year. Q4 RC contribution is due in October.
- Donations of £100 received from Bereavement Group and £88 from CA.

- We are committed to pay £1,000 before the end of the year as the final payment for the anonymous loan of 5 or 6 years ago.
- British Gas payments will increase in Q4 once the boiler is re-started.
- Legal costs associated with the JCC Policy Review should be due in Q4.
- Various recent minor repair/maintenance invoices have been paid, but I am awaiting notification of any costs arising from the recent premises review.
- Due to holidays/absences I have yet to amend the Barclays Bank mandate to replace Rev Carol with Fr Matthias.

I remain optimistic about the JCC finances going forward.

JRT 12/09/23

Notes from meeting.

Jim reported Barclays bank have sent him an enquiry form re the business of the church. Jim and Fr Matthias have filled in the form, signed and returned it.

6 Fabric report

There have been two Fabric Committee meetings since the last JCC meeting. Held on 17th July and 7th September.

At the first meeting it was agreed that the workload would be shared amongst Committee members as none of us are getting any younger. It was decided we should look at Quinquennial Inspection (Qi) Report items that could be tackled as quickly as possible.

These items were:-

Asbestos warning labels purchased and affixed in areas of the church where appropriate. Actioned.

Re-fixing of the fascia board on the east side of the church. Actioned.

Clear and check all guttering and downpipes and remove blockages. To be actioned. Quote obtained from Cabin Masters £250.

Securing of concrete covers to gas meter cupboard. To be actioned. Quote obtained from Cabin Masters £310.

Replace old with new supplied ceiling tiles in chair stores. To be actioned. Quote obtained from Cabin Masters £650.

Outside boiler room ceiling to be re ply lined including access hatch. To be actioned. Quote obtained from Cabin Masters £670.

The quotation totalling £1,880 said the works were to be carried out as a combined project to save on overall cost. Fabric Committee seek the approval of the JCC to company as it was felt that it would be practical to have the one company on site to complete all these jobs. No other quotes have been obtained at this time.

Materials stored in the church loft – review and clearance. To be actioned.

The Qi Report indicated that there was a lot of material stored in the loft that was deemed to be a fire hazard. A working party involving all three churches needs to be organised so as not to dispose of items unnecessarily. It was also suggested we could make more use of the church IT cupboard for storage. What do JCC feel?

Other items that have arisen since the last JCC meeting are:-

The disabled toilet cistern has been repaired.

Cleaners' cabinet has been moved and affixed in the meeting room.

Signs concerning cleanliness of the meeting room kitchen area have been produced and affixed.

Larger waste bins and new toilet brushes have been purchased for the toilets.

New tea towels have been purchased for the kitchen.

The broken pulpit microphone socket has been repaired. The churches and church schools need to be aware that there is a release mechanism at the side of the socket for release of the microphone.

The window winding mechanism at the left side of the organ has been repaired.

Vacuum cleaners – There are currently four stored in the meeting room and cupboard. Fabric committee seek JCC approval to give two of these to Mr Gees Foundation, if they take them, or disposal anyway.

Currently there are no Roman Catholic representatives on the Fabric Committee.
Date of next Fabric Committee meeting 6th November 2023.

ITEMS FOR JCC APPROVAL/COMMENT

Approval on Cabin Masters quotation

Usage of IT cupboard for storage of material currently in Church loft

Disposal of two vacuum cleaners

Does the church have any RAAC (reinforced autoclaved aerated concrete in its construction) and do we know whether the leaders of our churches are doing anything about checking this out.

David Watts 14/9/23

Notes from meeting.

Cabin Masters to be used for these jobs as they are able to do all that required. All agreed. Jim asked if it included VAT.

They are also to be asked to cover the cables with conduit in the loft.

If the quotes exceed £500 more quotes are to be sourced.

Philip will still supply the tiles for the church store ceilings.

The IT cupboard is already full, so will not be able to store any more things.

A date is needed to clear the loft. A representative is required from each congregation.

The door on the Anglican side was again discovered open on Saturday morning at 10.30 am. Maria will send a note round to all users again, to check doors, turn off all lights and equipment and to put the church back the way they found it.

Two vacuum cleaners to be disposed of and two kept.

Janice and Maureen have been to Costco and purchased a large supply of toilet rolls to be stored in both sacristies.

It isn't clear what the cleaner was asked to do when she was employed.

Eileen will speak to her.

It was suggested perhaps more time is needed 2 and half hours instead of 2.

(Note after meeting, Kath has contacted Nora after Eileen spoke to her and Dave W has been given her telephone number so they are in contact)

The meeting were asked if there is any raac in the church. The schools have been inspected and are okay. The church was built at the same time and attached to the schools.

The book stand that was in the meeting room is now in the Trinity chair stall until a discussion is made on its fate.

There needs to be another catholic rep on the fabric group. Fr Matthias will sort this out.

A Thank you was extended to David for the excellent report. Thank you was also extended to the fabric committee for taking on the job.

7) Worship and Outreach

The next meeting is in October.

8) AOB

a) It was agreed the Tree of Joy can be put up in the church for the month of November.

b) John Geary held the key register, which is now in the Catholic/Methodist sacristy. Kath has been sorting out keys and paperwork at the moment. Maureen will help with this. Kath to speak to John G.

c) There is a problem with the laptop software, which is proving to be a problem with streaming.

Bernard is waiting for a call back re this.

Streaming may need to be stopped, only the Catholics use it.

The Wi-Fi signal is okay in the church but not so in the meeting room.

Bernard has the passwords and will give them to Kath.

Reverend Barry closed the meeting with a prayer.

Next meeting in the meeting room on Monday 27th November 2023 at 7.30pm.

Please bring diaries to organise next meetings.

This is an accurate record of the meeting of the JCC held on 18th September 2023

Signed Chair of Holy Trinity Church

Dated

Seconded by

Dated