

## **HOLY TRINITY CHURCH SOUTH WOODHAM FERRERS**

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

**27<sup>th</sup> November 2023 at 7.30pm in meeting room.**

Fr Matthias opened the meeting with a prayer.

**Present;** Fr Matthias, Maureen Graham, Kath Gable, Peter Blackman, Lynda Speak, Jim Tidmarsh, Tricia Tutin, Bernard Dayer, David Watts, Judith Radley, Stella Jaconelli, Janice Pearson and Sheila Jenkins.

**1) Apologies;** Rev Barry Allen.

**2)** Minutes of the previous meeting 18<sup>th</sup> September 2023 were agreed and signed.

#### **3) Matters arising**

a) Loft clearance date is 20<sup>th</sup> January 2024. Starting at 10am. Help needed to take to recycling depot. Pleas to go into all newsletters.

b) New Catholic rep still needed.

c) Dave has spoken to the cleaner she uses the yellow dyson. The surplus vacuums to go to Mr Gees Foundation shop.

d) Kath and Maureen are to look at the key register. This is very out of date and at the moment we are not sure who has keys.

Originally a deposit for each key was paid. **Tricia** is to ask Val what happened to the deposits.

e) Streaming is going well. Christmas Day will be streamed but not Christmas eve.

f) Risks and responsibilities update. The draft recommendation was circulated prior to the meeting. The document was unanimously agreed for adoption.

The task group of Fr. Matthias, Rev Barry, Jim, Sheila, Peter and Kath are to meet to consider the way forward.

The members were invited to the group but were happy to hear the results from the task group.

#### **4) Treasurers report**

Current Balances -

|                 |         |
|-----------------|---------|
| Current Account | £334.01 |
|-----------------|---------|

|                 |           |
|-----------------|-----------|
| Deposit Account | £9,233.94 |
|-----------------|-----------|

Current Balances -

|                 |           |
|-----------------|-----------|
| Current Account | £1,110.22 |
|-----------------|-----------|

|                 |           |
|-----------------|-----------|
| Deposit Account | £7,933.94 |
|-----------------|-----------|

|                       |           |
|-----------------------|-----------|
| Methodist CFB Deposit | £3,140.42 |
|-----------------------|-----------|

|                     |                   |
|---------------------|-------------------|
| <b>TOTAL ASSETS</b> | <b>£12,184.58</b> |
|---------------------|-------------------|

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

- Donations have been received from Bereavement Group, CA. and Swift Singers.

- 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 usage has increased now the heating has been re-started.
- I expect the legal costs associated with the JCC Policy Review to be payable before the Year End.
- An issue with Barclays Bank has now been resolved. They were querying our business status & account usage which had arisen as part of the recently reported 'de-banking scandal'.

Barring any last-minute, unexpected maintenance issues I anticipate the year-end balance will be in the region of £9,500.00 (a deficit on the year of approx. £1,100).

***JRT 23/11/23***

### **Notes from meeting.**

Jim has received the water bill of £742.00. Dave will read the meter. This will make the deficit £1,850 instead of £1,100.

The insurance company recommend we exchange insurance certificates with other users of the church.

Jim suggested Sheila to sign on the bank mandate instead of Fr Matthias, as that will be a representative from each denomination. Tricia is already a signatory.

### **5) Fabric report**

The last Fabric Committee meeting was held on 8<sup>th</sup> November.

Amanda Rich was welcomed to her first meeting as a Catholic Church representative. (Unfortunately Amanda has since had to resign due to other commitments).

Following JCC approval at the September meeting the following Quinquennial Inspection (Qi) Report items have been progressed:-

**Clear and check all guttering and downpipes and remove blockages. Actioned by Cabin Masters.**

**Securing of concrete covers to gas meter cupboard. Actioned by Cabin Masters.**

**Replace old with new supplied ceiling tiles in chair stores where appropriate as tiling run measurements were different to the tiles. Actioned by Cabin Masters.**

**Outside boiler room ceiling re-ply lined including access hatch. Actioned by Cabin Masters.**

Replacement of broken roof tiles was also actioned by Cabin Masters after DW sanction as the cost was within Fabric Committee spend.

### **Materials stored in the church loft –**

Fabric Committee agreed that a joint church working party should meet on Saturday 20<sup>th</sup> January 2024 to sort this and the IT room out. Notice of this is being advertised with all three denominations seeking volunteers.

**Surplus vacuum cleaners** - one of the two surplus vacuum cleaners has been taken to Mr Gees Foundation with one more to follow.

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

**Broadband changes** – notification has been received that Openreach (BT) are moving customers from old analogue phone lines to digital by 2025 with price increases being incurred if not moved by 1<sup>st</sup> January 2024. Contact is being made with the owner of LIS (who currently provide the Broadband line to the church) and is a member of the Methodist church.

**Electric and Gas Checks/Servicing** – a member believed the gas boiler had already been serviced (although this needs to be checked). On the electrics another member had a contact who did PAT testing free of charge for churches. Frequency of PAT testing is to be established with the contact.

**Church Boiler replacement** – committee agreed we should seek the advice of a heating engineer to see what could be done.

**Church Dustbins** – DW has organised a rota for unlocking and putting the church dustbins out each week for collection. Thicker bin liners are to be purchased for the kitchen as the existing ones are too thin for purpose.

**Fire Exit Light (on east side)** – has been flickering on and off intermittently and needs looking at.

Date of next Fabric Committee meeting is 10<sup>th</sup> January 2024.

DGW 22/11/23

#### **Notes from meeting.**

Broadband changes. It was advised that LIS can give us the same speed and service as our present provider, but at a cheaper cost. It was agreed we change.

The gas boiler does need a service.

PAT testing free, is to be pursued.

#### **6) Worship and Outreach**

Monday October 2nd at 7.30 pm by Zoom

**1. Apologies;** None

#### **2. Matters Arising from last minutes.**

Sheila Jenkins said that Stella Jaconelli was willing to be an Anglican rep on the Worship and Outreach committee. She was unable to attend this evening.

It was agreed at JCC that the Face Book Page would be closed.

Fr Matthias wanted the Catholic update in the last minutes to be amended to "Bishop of Brentwood visited the Parish on 11th June and confirmed 5 young people."

### **3. Holy Trinity Worship Activities.**

#### Remembrance Sunday.

Rev Carol is taking the outdoor town service.

There will be a joint Anglican and Methodist service at 10.30pm in Church led by a Methodist local preacher (Sue Johnson ).

#### Advent

Peter said he would organise some suitable material for an Advent course to be run weekly for 4 weeks - probably Nov 29th, Dec 6th, 13th and 20th.

Tricia to ask Michael if he would be willing to help Peter lead it and Fr Matthias to ask Sylvia. They will contact Peter if they are willing to help.

#### Christmas

Light a Life service, waiting to hear from Farleigh Hospice regarding dates.

Guide's Christingle service - Tricia to ask Maureen to contact them for a date.

William de Ferrers Carol Service - Sheila to find the date for that.

Peter is going to update the Christmas schedule from last year and send it to Maria to put in any dates she is aware of

Toy Service - Joint as usual at 10.30pm on December 3rd. Barry to find a preacher. Anglicans are waiting to have dates confirmed. Potentially 9 Lessons and Carols on December 10th. Anglican led Christmas Eve services to be confirmed at next meeting, but it was agreed there would definitely be a Crib Service at 3 pm on Christmas Eve.

Potentially a joint Anglican/Methodist Christmas day service at 10.15am if there is someone to take it.

18th November - Switching on lights in Town and Anglican Bazaar.

### **4. Update from each Congregation.**

#### **Catholic**

- RC Parish Liturgy Group to discuss Advent and Christmas Masses is on 14th November
- Reconciliation Service 18th December 7pm.

#### **Anglican**

. The benefice will consist of the 4 parishes of SWF, St Mary's, St Andrew's and All Saints East Hanningfield. Their joint Parish Profile will go to the diocese at the end of this week and then the post will be advertised.

## **Methodists**

Thanks to Sheila for her lovely Flower Arranging and we congratulated Sheila on all her hard work at this very difficult time in the Anglican Church. We congratulated each other on how well we all get on and work together!

Nothing particular to report apart from the sad death of long standing and loyal member Jenny Sismey

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

Peter reported that;

- Health and Care group continues
- Doctor's strike causing problems
- Winter pressures are no different from Summer Stresses
- New strain of Covid is a concern
- Men's Shed for Community use is progressing.

## **7) AOB**

a) It was agreed the picture Rev Carol Ball donated to the church is to be hung in the meeting room.

b) Rosemary will put up the Christmas tree in the church on Friday 1<sup>st</sup> December.  
Flowers will be put into the church on 23<sup>rd</sup> December.

## **DATES OF THE NEXT MEETINGS**

**Monday 19<sup>th</sup> February 2024 at 7.30pm in the meeting room.**

**Monday 22<sup>nd</sup> April 2024 at 7.30 in the meeting room.**

This is an accurate record of the meeting of the JCC held on 27<sup>th</sup> November 2023

**Signed Chair of Holy Trinity Church**

**Dated**

**Seconded by**

**Dated**