

HOLY TRINITY CHURCH SOUTH WOODHAM FERRERS

Minutes of the Joint Church Executive committee meeting

6th February 2023 at 7.30pm on Zoom.

Fr Matthias opened the meeting with a prayer.

Present ; Sheila Jenkins, Maureen Graham, Fr Matthias, Bernard Dayer, John Geary, Kath Gable, Peter Blackman, Tricia Tutin, Rev Barry Allen, and Judith Radley.

1) Apologies; Lynda Speak, Eileen Price, Revd Carol Ball and Jim Tidmarsh.

2) Minutes of the previous meeting 28th November were agreed and signed.

3) Matters arising

a) Andrew Miller has been contacted re a quote for the alarm system on 23rd December, but John has had no reply as yet.

Maureen said TSM are contacted if the alarm goes off, but they have no access to the church or St. Josephs. It will cost £268 for TSM to change the call for their system only. Peter said the system is a unified one so all 3 alarms are triggered. **Maureen** will ask TSM to speak to John, as someone from there should ring a contact from the church and St Josephs and pass that the alarm is ringing. Peter says if they separate it will invalidate the insurance cover.

John will contact the alarm company re the matter.

b) . Jim Peter and Kath met in January to review the policy document. After an extensive search unfortunately the original document cannot be found.

Jim has spoken to the schools and the insurance company. We are in a different situation if we hire out the church or meeting room, rather than letting people use it and give a donation if they want to.

The task group are to look into what is needed to comply with Public liability from users and our Safeguarding policies.

Invoicing becomes a hire, but donations are not in the same category.

We are covered for connected groups to the church and incidental use of social events.

We had much discussion on this subject and if Weight Watchers would accept a receipt for a donation and not want an invoice, we would be covered for them to use the meeting room.

We do not want to see them go and are all upset by the position we are in.

Jim Peter and Kath are to review the situation between the schools and the church.

c) We have a cleaner for the church who has proved to be a very good choice.

Congregations are commenting on how clean the toilets are now and the general church.

The buckets and mops are at present kept in the toilets as there is no room in the meeting room cupboard. After discussion on where to keep the cleaning material **John** suggested a cupboard in one of the toilets. It was agreed he would look for one.

d) Fr Matthias had requested an update on the JCC website. Matt is entering information from the Catholics and Don is entering for the Anglicans and the Methodists. Both are to be authorised to change and edit items, after agreeing with each other. The face book group needs someone to organise. **Peter** will go back to Don and ask him to maintain the site and for others to post bits of information as it occurs. It was agreed it's a good way for the church to reach out.

e) Fr Matthias has contacted Brentwood re the Quinquennial report. The diocese do one for the Catholic Church. The last one was in 2018. The Methodists have one every 5 years. Sheila says the Anglicans have one but is not sure when it was. Holy Trinity needs a report to be done and the **ministers** will get together to discuss and get it done. The question was raised do we need an LEP review to be done? All agreed we do not.

4) The Environmentally friendly church committee have not had a meeting yet, but hope to report for the April meeting.

5) Treasurers report

HOLY TRINITY CHURCH - BALANCE SHEET 2022			
EXPENDITURE	£	INCOME	£
GAS	1,461.93	ANGLICAN QUOTA	3,000.00
ELECTRIC	1,013.52	CATHOLIC QUOTA	6,000.00
WATER & SEWERAGE	829.98	METHODIST QUOTA	1,100.00
BROADBAND	615.60	DONATIONS	2,353.00
REPAIRS & MAINTENANCE	4,073.28	INTEREST	40.36
INSURANCE	1,072.41		
MISCELLANEOUS	235.50		
LOAN REPAYMENT	1000.00		
	£10,302.22		£12,493.36
Excess of Income over Expenditure = £2,191.14			
Balances at 31/12/22			
Current Account Closing Balance		£1,349.46	
Deposit Account		£6,198.39	
Methodist CBF Deposit Account		£3,032.78	
TOTAL ASSETS 31/12/2022		£10,580.63	
* In addition, we are holding £1,803.21 on deposit on behalf of SWF Christain Council			
* There is an oustanding balance of £1,000 for the anonymous loan			

THE CURRENT SITUATION

Bank balances as at 03/02/2023 -

Current Account £748.69

Deposit Account	£7,198.39
Methodist CFB Deposit	£3,032.78
TOTAL ASSETS	£10,979.86

In addition, we are holding a sum of £1,803.21 on deposit for the Christian Council.

- We have received the Catholic donation for Q1
- The cost of gas & electricity has risen substantially, as expected
- I have initiated a new monthly Standing Order of £90 for the cleaner (Nora Fitzgerald)
- John Geary has advised me of remedial work necessary to the ceiling in TSM chair stall (cost TBA).
- Weight Watchers have renewed their booking for another three months.

JRT February 2023

6) Fabric Report

Property and Fabric Committee report to the JCC on 06 February 2023

Holy Trinity Church

1. Existing cold water storage tank

The overflow was installed on the 25 January 2023. Cost £480.00 including VAT.

2. Central heating system

The central heating system failed to start when switched back on just prior to the cold snap in December. An engineer attended, found the fault (gas pilot light pipe blocked by corrosion) and rectified. Cost £204.00 including VAT.

The boiler flow temperature has been lowered from 80 deg C to 60 deg C to reduce the gas consumption. Radiator warning notices are now fitted.

In view of the age of the boiler (forty years) quotes will be sought in the spring for the supply and installation of a condensing boiler which will be considerably more fuel efficient.

3. Cleaner

A cleaner has been employed to undertake a fortnightly clean of the church, vestries, toilets and lobbies. Cost £45.00 per fortnight.

First feedback from a Methodist parishioner "... the church looks lovely and the toilets are immaculate".

4. Fire alarm system

An engineer attended immediately prior to Christmas and undertook the six monthly maintenance inspection and testing of the system.

5. Fire Extinguishers

This annual inspection is now due and has been arranged for week commencing 13 February.

6. Notice board

The Anglican notice board has been vandalised. A replacement polycarbonate sheet has been ordered. Cost £105.00 including VAT.

7. Boiler room and gas meter doors

The padlocks on these two doors have over time been vandalised and no longer able to keep these two enclosures secure. New padlocks will be fitted in the next ten days.

Finally after nearly ten years on the Property and Fabric Committee I have decided to step down at the end of April.

J Geary FEB 2023

We are all very sorry to see John go. He has been a total rock on the fabric committee going over and above what we need to keep the church in good working order. We are all very grateful for all he has done over the last 10 years and will be a very hard act to follow. Thank you so much John.

We are concerned now as to who can take over this role.

Rev Barry will speak to Michael Clark and Sheila will speak to Janice Pearson

Notes from the meeting

John will get a new ladder for the vestry as the existing one is broken.

John has put three broken chairs in the loft. They all need to be checked.

The AV socket on the altar is broken and needs replacing. **Rev Barry** to speak to Marks Tey.

7) Worship and Outreach

No report this time.

A new Chair is needed to lead as Rev Carol is leaving. **Rev Barry** will take over the chair.

The Methodists bibles are now back in the pews.

8) AOB

The heating appears to be off in the meeting room after the Methodists service. **John** will check next Sunday.

The Anglicans have asked if the piano from TSM could be kept in the church as they do not use it. It was agreed it could be behind the chairs, beside the organ, so as not to be in the way.

Rev Barry closed the meeting with a prayer.

Dates of the next meetings are,

Monday 17th April 2023 in the meeting room (Carols last meeting)

This is an accurate account of the meeting held on Zoom on 6th February 2023

Signed Chair of JCC Holy Trinity

Dated

Seconded by

Dated.