

HOLY TRINITY CHURCH SOUTH WOODHAM FERRERS

Minutes of the Joint Church Executive committee meeting

17th April 2023 at 7.30pm in meeting room.

Rev Carol opened the meeting with a prayer.

Present; Sheila Jenkins, Maureen Graham, John Geary, Kath Gable, Peter Blackman, Rev Barry Allen, Rev Carol Ball. Lynda Speak, Eileen Price, and Judith Radley.

1) Apologies; Fr Matthias, Jim Tidmarsh, Tricia Tutin and Bernard Dayer.

2) Minutes of the previous meeting 6th February 2023 were agreed and signed.

3) Matters arising

a) TSM is still getting calls re the alarm going off. They should only be contacted if their school alarm is triggered. The main panel says which area is triggering the alarm. Maureen will go in again to speak to them.

TSM intend to contact the fire alarm people to be called out only when it is their school with the fire alarm registering.

We need three names and contact numbers to be point of call.

Eileen Price volunteered for the Catholics we need one from each of the Methodists and Anglicans.

With reference to security the schools will lock the internal doors between the church and the schools. The keys will be kept in the catholic vestry on the back wall.

The doors must be locked again after use. Neither door is a fire exit.

POST SCRIPT AFTER THE MEETING

Maureen has been into TSM again and they informed her they are going ahead on 15th May to separate their fire alarm monitoring from the other two systems.

If we decide at the next meeting to have the other two alarms monitored, Communicate can do this for us at a charge. Contacts will need to be provided as mentioned at the meeting above.

b) The ministers have had their meeting and decided we need a quinquennial type survey. This will be done by David Wymark @ £715.

Proposed by Judith and seconded by Rev Carol. All agreed. **Jim to be informed**

c) We still need a replacement for John. Janice Pearson and Dave Watts are now on the fabric committee.

John's contact folder for companies we use, is to be kept in the catholic vestry, in the cupboard over the safe.

A huge vote of thanks was extended to John for his 10 years on the fabric committee and all his hard work.

d) Paul Hardy opened and controlled the face book account. **Peter** will contact him to access the account for us.

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

5) Treasurers report

My apologies for not being at the meeting but we are holiday 10th – 20th April.

Current Balances (as at 06/04/23) -

Current Account	£572.65
Deposit Account	£5,500.00
Methodist CFB Deposit	£3,057.97
Cash	£105.00

TOTAL ASSETS £9,235.62

In addition, we are holding £1,805.45 on deposit for SWF Christian Council.

- Catholic 2nd Quarter contribution is due this month (invoiced but not yet paid)
- Donation of £100 received from Bereavement Group
- Weight Watchers will be vacating the Meeting Room after Monday 10th April
- I have contacted British Gas regarding the Energy Bill Discount Scheme & they said the Govt has yet to decide how to deal with Churches (!) – I'm not holding my breath.
- E-On direct debit is now reflecting our usage – I no longer have to make extra payments to clear any deficit.
- Recent rises in interest rates have benefited us. Our Methodist CFB account is now paying 3.6%. Barclays have increased their Deposit Account rate but at 1.1% are still behind the curve.

JRT 05/04/23

Notes from meeting.

Jim uses electronic banking for ease. Trisha and Rev Carol are notified of transactions as the account is two to sign.

It was suggested that Fr Matthias is now to be signatory instead of Rev Carol. **Can Jim organise?**

6) Policy and risk review.

HOLY TRINITY CHURCH (HT), SOUTH WOODHAM FERRERS (SWF), JOINT CHURCH COUNCIL (JCC) – RISK & RESPONSIBILITIES REVIEW APRIL 2023

Cutting a long story short, onto the proverbial one side of A4; so do feel free to ask for the detail behind any of this should you so wish; PB will present this item on 17 April 2023:

- The review about use of HT's premises and our insurance has raised legal queries which the Task Group (TG), Jim (JT), Peter (PB) & Kath (KG) is considering;

- So the TG is exploring the legal position of the JCC in the context of the 1980 Sharing Agreement (SA) and the laws of 2023;
- The best suited local solicitor was approached but felt does not have sufficient experience of the law applying to churches and recommended consulting firms of solicitors with that special experience and expertise;
- The enquiry is to quote for advice about the position of JCC Members, their responsibilities and the risks they bear and bring this to the JCC for consideration;
- Three such firms have been identified and approached accordingly;
- There is general agreement that the JCC is a charitable trust; it may or may not be required to register with the Charity Commission (CC), something which should be explored; whether registered or not, the trustees are subject to the CC's guidance for charity trustees at <https://www.gov.uk/guidance/charity-commission-guidance> ;
- The JCC is a separate legal entity to that of a single church denomination;
- There may be a difference in the situations of JCC 'Members' depending on whether or not they have been appointed in accordance with the process set out in the SA;
- JCC Members have joint and several liability, for instance in a case akin to that of the Basildon Bell Tower;
- Whilst the JCC could approach the solicitors of the churches that established the SA they will have a conflict of interest in having two different clients in the same matter, albeit they might act freely and collaboratively; however, they would be the representatives of the parties who would be addressed about any alterations which the JCC might decide to seek;
- Today's practice in establishing a shared church is usually to have a SA accompanied by a LEP (Local Ecumenical Partnership) Agreement to distinguish between the aspects of estate management and worship and outreach;
- The position of HT as a LEP may or may not be relevant and considered;
- As of today it is for the JCC alone to decide how it should operate and proceed and then liaise with the denominational churches accordingly as necessary;
- The first firm approached decided not to quote as it had little experience of shared churches;
- The second firm has produced a quote which is attached; the estimate is of an order in the range to be expected of a firm outside London;
- An exploratory conversation with the third firm is booked for lunchtime on Monday 17 April and will be reported verbally by PB at the JCC meeting that evening;
- The JCC Chair, Fr Matthias, has been briefed.

This is a serious matter and a decision about the way forward is not to be rushed into on 17 April. Therefore the recommendation of the TG, approved by the Chair, is that this be considered by the Members of the JCC (who are solely responsible for any decisions which are to be made in accord with CC guidance ie in the best interests of the subject of the SA ie HT) who will probably wish to consult appropriate congregational colleagues or bodies, so that a decision about the way forward can be taken in the next fortnight or so.

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Notes from meeting

The Agenda Paper circulated in advance: HT SWF JCC – Risk & Responsibilities Review – April 2023 was considered.

PB reported on his discussion with the third firm of solicitors that lunchtime; a written quotation from Anthony Collins Solicitors LLP was to be sent to PB by the end of the week.

The emails from Stephens Scown LLP Exeter, also circulated in advance, were also considered.

Discussion was held and PB answered a number of questions.

PB also reported that two other firms of solicitors, one local and another found by searching for firms around the country with ecclesiastical experience, had been consulted and after discussion had declined to quote as they felt they did not have the necessary expertise.

The Chair, Rev Carol Ball, proposed that:

- Four firms of solicitors had been engaged and two quotes and two declined to quote be accepted as sufficient to comply with the procurement policy; unanimously agreed.
- And; when the second quote was received the two Ministers on advice and recommendation from the task group (Treasurer, Secretary and PB) be authorised to accept one quotation up to a maximum sum of £1500.00 + VAT; unanimously agreed.

Fr Matthias and Rev Barry to make the final decision.

7) Fabric Report

1. Fire Extinguishers

This annual inspection took place on the 10 February. Two fire extinguishers needed to be replaced; one because the pin was missing and it appeared to have been used and replaced on its wall bracket the other was past its end of useful life date. Cost £146.40 including VAT.

2. Notice board

The Anglican notice board had been vandalized. A replacement polycarbonate sheet has been fitted. Cost £105.00 including VAT. Thanks to Bernard Dayer for his help.

3. Boiler room and gas meter enclosure doors

The padlocks on these two doors have over time been vandalised and are no longer able to keep these two enclosures secure. A new pair of padlocks has been fitted to supplement the existing padlocks on each pair of doors. Cost £28.44 including VAT.

4. Step ladder

A new fibreglass six rung step ladder has been purchased to replace the old aluminium ladder which was damaged. Cost £100.00 including VAT.

5. Damaged chair

A damaged chair has been relocated to the loft space.

6. Meeting room radiator

It had been reported that this was not working. The control valve on the radiator was found to be closed (some room users do manually turn the radiator off to save energy).

The operation of the radiator is confirmed as satisfactory.

7. Intruder alarm proposal

A proposal / quotation has now been received from Communicate.

As TSM and St Joseph's are proceeding with the locking of the doors between their respective school halls and the church it is felt advisable to see how this works before further consideration is given to fitting of an alarm system.

8. Locker for cleaning tools

Feedback on the proposal to install a steel locker in the toilet adjacent to the Anglican vestry was positive so the locker has been ordered from Screwfix and should be in place by the end of this month. Cost £100.00 including VAT.

9. Boiler

As the existing boiler has passed its fortieth birthday I contacted Brad at A1 Source who visited the church and will prepare a quotation for the supply and installation of a new gas fired condensing boiler, replacing the old deadweight fire valve with an electrical equivalent and replacing the associated electrical wiring in the boiler room.

Looking ahead the reinstatement of the suspended ceiling in TSM chair store needs to be addressed.

J.Geary

8) Worship and Outreach

The Lent course via Zoom went very well. This was 6 of the 7 prayers that Jesus said taken from the bible.

Unfortunately with Rev Carol retiring there will no longer be a Thursday ecumenical service on Zoom.

Peter has offered Zoom for prayer meetings.

Rev Barry has taken over the chair of Worship and Outreach from Rev Carol.

9) AOB

Proposal of Officers for AGM

Chair	Fr Matthias Badoo
Treasurer	Jim Tidmarsh
Secretary	Kath Gable.

British Legion Quilt

Lynda asked where this quilt is now. She was advised Jackie Birch has it, so **Lynda** will speak to her.

Rev Barry presented Rev Carol with engraved crystal flutes and a bottle of champagne from the JCC committee for all her input and hard work over the past 11 years. She will be greatly missed by all congregations, but we all wish her and George a very happy healthy retirement.

Rev Barry then presented John with 6 bottles of wine for all his hard work over the last 10 years. He too will be sadly missed by all, but we wish him well and thank him very much for all he has done.

Dates of the next meetings are,

AGM Monday 3rd July 2023 in the meeting room

This is an accurate record of the meeting held on 17th April 2023.

Signed Chair of JCC Holy Trinity

Dated

Seconded by

Dated