

HOLY TRINITY CHURCH SOUTH WOODHAM FERRERS

Minutes of the Joint Church Executive committee meeting

8th February 2021 virtual meeting by Zoom 7.30pm

Present; Revd Carol Ball, John Geary, Rosemary Tidmarsh, Kath Gable, Lynda Speak, Maureen Graham, Tricia Tutin, Bernard Dayer, Peter Blackman, Margaret Partridge, Fr Matthias Baidoo, Jim Tidmarsh, Revd Barry Allen, Judith Radley, Rosemary Tidmarsh, Val Carter, and Sheridan.

Rev Carol opened the meeting with a prayer.

Revd Carol invited Sheridan to give her presentation on "Being an environmentally friendly church"

Sheridan introduced herself as a local preacher on the Methodist Chelmsford Circuit and gave an interesting talk on the subject.

The aims of which are, caring for Creation, challenging injustice and helping others in our own communities and beyond.

There was a discussion after and questions raised were answered by Sheridan and Val.

Summary by Carol after the presentation was as follows,

First steps are to register and audit our own churches. One from each congregation to be appointed. Then get together to discuss findings on what we are doing environmentally and put it altogether.

Work as a team.

Sheridan will send a link for Eco church Website run by A Rocha.

Carol thanked Sheridan and Val.

1) APOLOGIES

None.

2) Minutes of the last meeting from 23rd November 2020 were agreed. Signed virtually by Carol and Lynda Speak.

3) Matters arising from previous minutes.

None

4) Treasurers report

FINANCIAL YEAR 2020

We ended the year with a surplus of £747.08, which considering the year we had is a very satisfactory outcome. Here is the Balance Sheet for the year.

HOLY TRINITY CHURCH - BALANCE SHEET 2020				
	<u>EXPENDITURE</u>	£	<u>INCOME</u>	£
	GAS	2,304.00	ANGLIAN QUOTA	2,904.00
	ELECTRIC	1,347.00	CATHOLIC QUOTA	6,000.00
	WATER & SEWERAGE	620.83	METHODIST QUOTA	1,100.00
	REPAIRS & MAINTENANCE	3,116.29	DONATIONS	410.00
	MISCELLANEOUS EXPENSES	1,278.08		
	LOAN REPAYMENT	1,000.00		
		£9,666.20		£10,414.00
	Excess of Income over Expenditure = £747.08			
	Represented by -			
	<i>Current Account Opening Balance</i>		£5,784.12	
	<i>Excess Income</i>		£747.80	
	Current Account Closing Balance		£6,531.92	
	DEPOSIT ACCOUNT		£542.82	
	Methodist CFB Deposit Account		£2,996.99	
	Total Assets		£7,074.74	
	DEPOSIT ACCOUNT (Christian Council)		£1,826.26	

I had an e-mail from the person who made the loan of £4,000 for the projector in October 2018 querying why no repayment had been made to date. After an exchange of correspondence, it transpired that only a verbal agreement to repay "about £1,000 a year" had been made. I suggested we made a formal written agreement to make a *minimum* payment of £1,000 annually & it was agreed that our e-mail exchange was sufficient to record this. Consequently, I immediately made a bank transfer of £1,000 in December representing the 2020 repayment.

THE CURRENT SITUATION

Bank balances as at 02/02/21 –

Current Account	£1,947.92
Deposit Account	£7,542.82
Methodist CFB Deposit	£2,997.21
TOTAL ASSETS	£12,487.95

In addition, we are holding a sum of £1,826.26 on deposit for the Christian Council.

We have received the Catholic donation for Q1 and the January Anglican donation, plus two further months from 2018 & 2019 where the issued cheques never appeared to have reached the previous Treasurer & were subsequently not presented. The anonymous donation of £600 towards the broadband installation has also been received.

The facility of online banking with Barclays has enabled me to transfer surplus current account funds to Deposit.

GOING FORWARD

I have prepared a budget projection for 2021 as follows –

<u>EXPENDITURE</u>	£
GAS	2600
ELECTRIC	1500
WATER & SEWERAGE	700
REPAIRS & MAINTENANCE	2600
MISC EXPENSES	1400
LOAN REPAYMENT	1000
RESERVE FUND	750
BROADBAND (Set Up)	2050
BROADBAND	600
	£13,200
<u>INCOME</u>	
ANGLIAN QUOTA	2900
CATHOLIC QUOTA	6000
METHODIST QUOTA	1100
DONATIONS	0
	£10,000

<i>Total Assets @ 1st January 2021</i>	<i>£10,071.73</i>
<i>LESS excess of expenditure over income</i>	<i>£3,200.00</i>
<i>Projected Total Assets @ 31 December 2021</i>	<i>£6,871.73</i>

As I stated in previous e-mail exchanges, I think we can afford to pay the cost of setting up the streaming camera & broadband connection without the suggested donations from the three denominations. I would prefer to keep these offers of financial support for any unexpected expenses we may incur later in the year.

As can be seen from the projection, I have allocated a sum of £750 to a reserve for future projects & intend using the Methodist CFB Deposit Account as a basis for this.

I have amended the address on the Methodist CFB account to my own & have established who the signatories to the account are. All three are apparently no longer in the parish. I am in the process of updating the signing authority & its fortunate that they will seemingly accept the local Methodist minister's signature for amendment (Rev Barry has already signed the form!).

John Geary is handling an ongoing complaint we have with British Gas regarding a large outstanding debt but we appear to be well in credit with E-On for our electricity supply - I need to investigate the possibility of reducing our monthly direct debit to them.

Notes from the meeting

Jim pointed out the total assets carried forward from 2020 are £10,071.73 not £7074.74

The Wi Fi set up is another £56 extra.

Jim pointed out that the AA, CA give donations when using the church. The Cheerful childminders gave a donation at the end of last year for storing toys in the church. The Bereavement group gave a donation 3 years ago. Peter will speak to Margaret about that and email Jim.

Jim thought it would be better for the Anglicans and Methodists to keep the donations towards the camera for a time when we may need it. The funds are sufficient to pay the costs of the camera with the £600 anonymous donation included.

Jim has been contacted about repayment of the £4,000 loan that was due to be paid £1,000 annually, back to the donor, but nothing has been repaid so far. He has now paid £1,000 before Christmas and will pay another £1,000 this year. He apologised to the donor he knew nothing about the loan. It was agreed that the emails between them were sufficient as evidence of the loan and repayment schedule.

Carol thanked Jim for his report.

5) Fabric Committee.

Since the lockdown commenced limited works have been undertaken. Outstanding works or works requiring discussion are itemized below:-

1. Heating system

The heating system was found to be inoperative on the 09 November. Checking around the system it was found that power was not being distributed to the boiler, pump, fan convectors, etc. The control circuit fuse was changed but to no avail. Our usual contractor who services the heating system was arranged to attend on the 13 November. He checked and suspected that a relay was defective. He was not qualified to work on electrics so was unable to assist further. It was arranged for Terry Hughes to attend on the 23 November 2020. It was suspected that the programmer was defective. It was agreed to procure a new

programmer and reconvene on the 24 November. This was duly fitted but to no avail. In the unlikely event that this programmer was defective it was agreed to exchange this unit for another identical unit. We reconvened on the 26 November fitted the new programmer and conducted some tests on the wiring within the boiler room. After some alterations to the wiring to the programmer it was commissioned, thoroughly tested and left operational. It has functioned satisfactorily since. Cost £360.00 including VAT.

2. Fire extinguishers

The replacement and additional fire extinguishers have not materialized. This was chased up last week.

3. Possible leak

A suspected water leak / ingress was reported by Trinity St Mary's school. It was believed that this may have originated from the church. This was investigated last week with Malcolm, St Joseph's school caretaker, and found to be ingress through two Velux windows in the school kitchen. It was suspected that this was as a result of rain driven in below the valley gutter / flashing. It has caused some deterioration to the timber surround / decoration. TSM have been advised to arrange for a roofing contractor to undertake remedial work; the cost being jointly shared between TSM and St Joseph.

4. Hand sanitizers

Two automatic battery powered hand sanitizers have been purchased. These will be wall mounted in the two lobbies; one in the entry lobby opposite K block and one in the exit lobby opposite the library.

5. Church wheelie bin

During the works on the heating system in November it was noticed that the wheelie bin which lives outside of the boiler room had gone missing. It has not reappeared. A replacement has been ordered from the city council.

6. Gas supply

Correspondence is ongoing between British Gas / Ombudsman Commissioners / JCC concerning the accounting of the gas supply.

Notes from the meeting

John advised the fire extinguishers will be fitted next week.

Judith reported a light bulb shattered in the meeting room. She has cleared as best she can with the chairs stored there, but advised to be careful when eventually replacing the chairs into the church, as there may be some glass left.

Jim asked John could we have smart meters fitted. John said yes he will sort some once the British Gas dispute is resolved.

Carol thanked John for all he does.

6) **Worship and Outreach report.**

Holy Trinity Worship and Outreach Committee
Minutes of the meeting held at 8pm on Wednesday
Wednesday 27th January 2021
Via Zoom

1. Opening prayer
Reverend Carol opened the meeting with prayer.
2. Apologies
None (Reverend Barry not in attendance because invite went to the wrong email address. Reverend Carol has now corrected the mailing list)
3. Minutes of the last meeting held on 18th November 2020 - Minutes were agreed and signed.
4. Matters arising not covered elsewhere on the agenda - There were none.
5. Coronavirus - No congregations are currently meeting for worship in the church. Situation is being kept under review. Zoom and online services are in place across all three congregations.
6. Update on church Wi-Fi
Reverend Carol advised that Wi-Fi is now installed in the church and that she is meeting with Adrian Clements of LIS to test the camera. *(Update: After this meeting the camera was tested. There was a problem with a laptop connector, so full testing not completed, but this is a minor problem. Camera is HD with great movement and zoom capabilities. Adrian will resolve the connection issue and training will be arranged. Camera will be ready to use weekend of the 14th February for technical rehearsal. RC congregation may be the first to use it).*
7. Holy Trinity joint worship activities
 - Review of Christmas
The Christmas Morning Services in the church, and the Zoom Midnight Mass and Nine Lessons and Carols were all well received. It was mooted that virtual service could become a permanent part of our Christmas schedule for the housebound.
It was disappointing that the Drive-In Carol Service had to be cancelled as there was a lot of enthusiasm for this in the town. Reverend Carol thanked all those who had supported the preparations and said that there are plan to do this next year, using many of the resources prepared for this year.
The decoration of the church windows for Christmas was also well received. Reverend Carol thanked Judith for her support. It was suggested that something similar could be done through Lent and at Easter.

- Lent Course: Sylvia Lanz of the RC congregation is putting together a course on the Stations of the Cross. It was suggested this could become our ecumenical course this year. Reverend Carol will look into this.
 - Easter: There were no firm arrangements made for Easter services as we are not sure what guidance will be in place at that time. This will be discussed at the next meeting.
8. Activities with other churches in the town - None to report.
 9. Future Events & Dates for Diaries - None to report.
 10. Updates from each congregation
Each congregation is continuing to deliver services in some form under current restrictions.
 11. Civic & community responsibilities/outreach
Essex remains on high alert with hospitals very stretched. Community needs are increasing again.
 12. A.O.B.
 - Environmental church. All three congregations advised that they have been asked to look at the environmental impact of their churches with an aim to reducing these. Reverend Barry has invited the Methodist experts to the next JCC to give a presentation and we will take it from there.
 - Automatic Hand Sanitisers. Father Matthias advised that two of these had been purchased for Holy Trinity and will be installed soon.
 13. Date of next Meeting
Next meeting will be on Wednesday March 10th when Easter services will be discussed.
 14. Closing Prayer
Fr. Matthias closed the meeting with prayer.

A.O.B

Wi- Fi Streaming

Adrian has sorted out the laptop and wants a trial run this Sunday, recording a service in the church, for use at a later date. The Catholics are happy to do this. Glitches can be sorted out as there are no time restrictions at the moment.

Training is to take place for 2 persons from each congregation. Carol reported the Camera is excellent and can zoom from the organ to the altar.

We are very close to having streaming in church and should be able to stream to U Tube.

Individual accounts for streaming will be sorted out when all is up and running.

Peter will liaise with Adrian re training and Carol wants to be updated.

A vote of thanks was extended to Carol for organising the Wi-Fi, Camera and set up for streaming.

Barry to pass on our thanks to Sheridan and Val for the presentation this evening.

Fr Matthias closed the meeting with a prayer.

Next meeting Monday 19th April 2021 (possibly by zoom to be advised)

These minutes are a true account of the proceedings of the Joint Church council meeting held on 8th February 2021 on Zoom

Signed Chair of JCC Holy Trinity.....

Dated.....

Seconded by.....

Dated.....