



Minutes of the meeting of the United Church Council Held on Monday 13 November 2017

Present: David Carruthers, Buzz Coster, Jane Earl, David Hibbert, Sue Hillier, Robert Kay, Barbara Paterson, John Payne, June Poppleton, John Rhodes, Darryl Sharp, Adam Shiels, Hilary Stevenson

In attendance: Helen Swain

The meeting was chaired by the Lay Vice Chair, John Rhodes.

1) John opened the meeting with prayer.

2) **Apologies for absence** were received from: David Edney, Heather Pearce, Revd Deborah Snowball, Revd Scott Talbott.

3) Minutes of the meeting held on 11 September 2017

The Minutes were agreed and signed as a correct record of the meeting.

4) Matters arising

- a) LEP Constitution (Item 4a): There was no further progress to report. To be carried forward to the next meeting.
- b) Bank (Item 4b): John Rhodes has lodged a claim with the Financial Services Authority.
- c) Domestic abuse (Item 4f): To be carried forward to the next meeting.
- d) Alex Huzzey (Item 4g): A cheque had been sent to Alex Huzzey but it was not known if a reply had been received.
- e) EPCM (Item 5): The minutes of this meeting will be submitted for approval at the APCM 2018.
- f) Cover rates for organists (Item 9,c,ii,4): It was not known if the Vicar had advised Andrew Sykes of the cover rate. To be carried forward to the next meeting.
- g) Inclusive Church (Item 10): John Rhodes reported that an application has been lodged with Inclusive Church. This will be considered by the Trustees of IC at their next meeting.

5) Safeguarding

- a) The minutes of the meeting of the Safeguarding team held on 18 September 2017 had been circulated.
 - i) Helen Swain reported that, since this meeting, Christine Swain has replaced Sabina Lea as Advocate for children and young people and Sue Johnson is to be one of the Advocates for older people.
 - ii) It was noted that 'confidential disclosures' are now to be referred to as 'self-declaration forms'.
- b) The role description for the advocates has not yet been drafted.
- c) All groups will have a folder which will contain the policies.
- d) Deborah and Scott will be writing to people to explain the new procedures.
- e) Derek Day is sourcing a new First Aid kit for the Cloisters Hall.
- f) Posters will be displayed shortly; the policies have been updated on the website.
- g) Training: There is a long waiting list for Diocesan training and this may not take place till April 2018.
- h) Thanks were expressed to Helen Swain and Mary Weatherill for their hard work.

6) Diocesan/Deanery/Circuit news

- a) Diocese: John Rhodes had been unable to attend the last meeting of Synod and so was unable to report on this.
- b) Deanery: Sue Hillier and John Rhodes had attended the meeting but had nothing to report.
- c) Circuit: June Poppleton had attended the last meeting and reported that it had been very uplifting. A number of people had reported on successful activities in their churches.

7) Reports of sub-committees

a) Stewardship & Finance committee (5 November 2017)

The committee had met to approve the budget for 2018.

b) Fabric & Churchyard committee (9 October 2017)

- i) Church Centre hall floor: It was unanimously agreed to accept the quote from Ironwood for regular maintenance of the floor at a cost of approximately £1,000 pa.
- ii) Radio transmission from tower: David Hibbert had met with an engineer who had conducted a site visit. A number of issues of concern had been raised as a result of this visit and the F&C committee recommended that the church should not proceed with this project. This recommendation was accepted unanimously.
- iii) Boiler: Martyn Gowing has drawn up a specification and tenders are now being sought.
- iv) Other matters:
 - (1) Electrical safety checks: Awaiting a response from Martyn Gowing.
 - (2) Extension of fire protection: Nothing to report.
 - (3) Churchyard maintenance: The new gardeners are working well.
 - (4) Floodlighting in churchyard: It was noted that the floodlights need adjusting as they are dazzling pedestrians. **Action: F&C committee**

c) Community & Outreach committee (2 October 2017)

- i) David Carruthers reported that we are about to embark on a busy period with many activities and services:
 - (1) Christmas Experience: Help will be needed on Saturday 9 December to set this up.
 - (2) Christingle Service and Advent Carol Service will both be held on 3 December.
 - (3) Carol Service will be held on 17 December.
- ii) There will be renewed focus on the Mission Action Plan (MAP) in the new year.
- iii) David Carruthers reported that there is a frequent influx of new people at Sunday services and stressed the importance of making people feel welcome.
- iv) A theatre outing is planned for the spring and, if Deborah is still away, an alternative driver for the minibus may be required. Jane Earl suggested that her husband may be able to help.
- v) Newsletter: An issue covering the forthcoming seasonal events has been drafted.

8) Financial report

- a) Budget: The draft budget for 2018 had been circulated.
 - i) Adam Shiels noted that a small loss was forecast for the year.
 - ii) It was noted that £8,000 had been allowed for the replacement of robes and vestments. This will be paid from Maurice Such's bequest and will be spent over a number of years.
 - iii) The UCC approved the budget unanimously.
 - iv) Jane Earl recommended that consideration be given to longer term planning in addition to the annual budget. Adam Shiels will lead on this. **Action: Adam Shiels**
- b) Present financial situation:

	11/9/17	13/11/17
Current & Deposit	£37,000	*£57,000
Epworth (Myers bequest)	£165,000	£165,000
Church Centre	£23,000	£23,000

*It was noted that £23,000 had been received from HMRC for the annual Gift Aid reclaim.

9) Mission Action Plan

Jane Earl and June Poppleton will investigate setting up a befriending service in the community.

Action: Jane Earl & June Poppleton

10) Deborah's absence

- a) The council was unanimous in expressing its love and prayers for Deborah during her period of absence.
- b) Thanks were expressed to the Churchwardens and Senior Steward, Scott Talbott and Karen Ellis who had taken on additional responsibilities and commitments to ensure the continued smooth

running of the church. It was unanimously agreed that gifts be given to Scott and Karen to express the church's gratitude and that these should be funded by the church.

11) Items to be publicised:

- a) Focus on MAP in 2018.
- b) Approval of budget.
- c) Acknowledgement of the contribution made by Scott, Karen and many others during Deborah's absence.

12) Date of next meeting

The next meeting of the UCC will be on Monday 22 January 2018 (**NB:** change in date from usual).

The meeting ended with the Grace.