



Minutes of the meeting of the United Church Council Held on Monday 22 January 2018

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

In attendance: Helen Swain

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

- 1) John Rhodes opened the meeting with prayer.
- 2) **Apologies for absence** were received from: Dorothy Denzer, David Edney, John Payne, Darryl Sharp , Revd Deborah Snowball, Revd Scott Talbott.
- 3) **Minutes of the meeting held on 13 November 2017**
The Minutes were agreed and signed as a correct record of the meeting.
- 4) **Matters arising**
 - a) Cover rates for organists (Item 4f): John Rhodes will inform Andrew Sykes of the cover rates.
Action: JR
 - b) Inclusive Church (Item 4g): The application has been accepted and St Mary's is now listed on the IC website. Further information and paperwork has been sent but it is thought this will have gone to Deborah. John Rhodes will request duplicates. **Action: JR**
- 5) **Safeguarding**
Helen Swain reported:
 - a) All DBS renewals are up to date.
 - b) The role description for advocates is still awaited.
 - c) Policy folders have been given to all groups.
 - d) The safeguarding policy and guidelines are due for their annual review by the UCC. Helen will review them and see if anything needs changing. To be brought to the next meeting. **Action: HS**
 - e) Training: A date is still being sought for training at St Mary's. Helen and Mary Weatherilt are on the waiting list for a course.
- 6) **Diocesan/Deanery/Circuit news**
 - a) Diocese: Nothing to report.
 - b) Deanery: No-one had been able to attend the MAP update. Team members are still needed for the Deanery quiz in February.
 - c) Circuit: Nothing to report.
- 7) **Reports of sub-committees**
 - a) **Stewardship & Finance committee (9 January 2018)**
 - i) New rates for hiring the Church Centre were proposed and agreed:

| | |
|------------------------------|----------------|
| Weekday | £15 per hour |
| Weekend | £16 per hour |
| Saturday evening (1800-2300) | £130 |
| Room 1 | £8.50 per hour |

Jack in the Box will pay £12 per hour.
David Carruthers suggested that the hire rates should be reviewed alongside those of the Cloisters Hall in future to ensure that they reflected the facilities available.
 - ii) HSBC: Rob Kay has lodged an appeal with the Banking Ombudsman following a s offer of compensation for the problems in Spring 2017.

iii) Stewardship Sunday: The Churchwardens and Steward will liaise with Scott to agree a suitable date in late Spring/early Summer.

b) Fabric & Churchyard committee (11 December 2017: meeting cancelled due to poor weather; notes circulated)

- i) Radio mast: All plans have now been cancelled.
- ii) Churchyard: David Hibbert had been in touch with TRDC to arrange for vegetation to be cut back. He is also liaising with TRDC for the footpath to be repaired.
- iii) Lighting: A quotation of £780+VAT had been received for the installation of roof-mounted floodlights. This was unanimously approved.
- iv) Church cleaning: June Poppleton will be meeting with a professional church cleaning company to obtain a quote.

c) Community & Outreach committee (4 December 2017)

- i) Thanks were expressed to everyone who had contributed to activities and services over Christmas.
- ii) Social activities: A number of activities are being planned for the Spring.
- iii) Welcomers: David Carruthers is investigating name badges.
- iv) Network: Nothing to report. Awaiting input from Deborah.

d) Charitable Giving committee

Jane Earl circulated the proposed schedule for the amounts that charities will be given from the 2017 income. It was noted that the Beds & Herts Historic Churches Trust had been removed from the list this year. As the final amount available was not confirmed, it was agreed that, should more be available than envisaged, £100 will be given to the Trust. The proposed schedule was agreed and thanks expressed to Jane and the committee.

8) Financial report

- a) Rob Kay presented the cash position. He noted that the Epworth Investment Management fund had had a good year.

| | 13/11/17 | 22/01/18 |
|----------------------------------|-----------------|-----------------|
| Current & Deposit | *£57,000 | £57,000 |
| Epworth (Myers & other bequests) | £165,000 | £202,000 |
| Church Centre | £23,000 | £38,000 |

- b) Church Secretary: Karen Ellis had been asked if she would like to take on extra hours. She confirmed that she is willing to work extra hours on an *ad hoc* basis but does not believe a permanent increase is necessary. She does not wish to work in the afternoons which poses a problem for showing potential bookers round the Church Centre. Heather Pearce is willing to help with this. Jane Earl will inform Karen. **Action: JE**

9) Mission Action Plan

- a) Carers: Gill Bayley has agreed to help with some form of service for carers. This may include respite care and a support network.
- b) It was noted that we should all be aware of each other more and note when people stop coming, particularly if this indicates that they may be unwell.
- c) Young people: Work is ongoing to develop our work with young people.

10) William Penn 300th anniversary

Adam Shiels reported on some of the ideas that are being developed locally to mark the 300th anniversary of the death of William Penn on 30 July 2018. Groups involved include the Quakers, churches in Mill End and the Rickmansworth Museum. It was generally agreed that events should fit into a six-week window from mid-June to the anniversary itself. Adam suggested that St Mary's host a book-signing and talk and will contact Chorleywood Quakers and possibly the Bookshop to progress this. **Action: AS**

11) General Data Protection Regulations (GDPR)

Jane Earl is currently leading on this, working to identify where data is held. She welcomes some help. A draft of the Data Privacy Notice had been circulated. Jane will tidy this up and it will go on the website. **Action: JE, BC**

12) St Mary's School

- a) David Carruthers reported that the school will be visited by auditors from the Church of England this year. It was generally felt that both the school and church should work to enhance the connections between the two organisations and ideas were welcomed.

13) APCM 2018

- a) The APCM will be held in the last two weeks of April. David Carruthers will check Scott Talbott's availability. **Action: DC**
- b) John Rhodes urged all members of the UCC to stand for election and encourage others also.

14) Any other business

- a) A letter had been received from John Payne who was concerned at Deborah's continued absence and the steps being taken for the running of the church. The Churchwardens reported that they had been with the Rural Dean and would shortly be meeting with the Bishop of Hertford and Archdeacon, together with Scott Talbott. They will report back after this meeting.

15) Items to be publicised:

- a) School links
- b) Charitable giving 2018
- c) William Penn 300th anniversary
- d) Encourage people to stand for the UCC

16) Date of next meeting

The next meeting of the UCC will be on Monday 12 March 2018.

The meeting ended with the Grace.