

# MINUTES OF THE CHURCH MEETING HELD ON 25TH JUNE 2015 AT 8PM IN THE CLIFFORD WOOD ROOM

Present: Andy Potter (Minister) in the chair and 11 members

1. **Opening Worship** was led by the Chairman
2. **Welcome and Apologies:** The Chairman welcomed all present. Apologies were received from Andrew and Rachel Forster, Carolyn Kindberg, Sonia Gumbs, Sarah Potter, Charlotte Khan
3. **The minutes** of the meeting held on 28<sup>th</sup> May 2015 were signed as a correct record.
4. **Matters Arising**  
No matters arising were noted.

## 5. **Mission and Ministry**

### Update

Andy reported that the Khan family are to be involved in a fly on wall TV programme to be shown on CBBC in summer 2016. The theme of the programme is "my family and me" and involves 8 families.

Charlotte and Zubair have requested whether the family can be filmed attending church on Sunday 12<sup>th</sup> July as part of the programme. Four people will be involved in the filming from the external company with the focus being on the Khan family with the church used very much as a backdrop.

It was stressed the filming will focus on the Khans and not the congregation; although we will have these additional visitors the Sunday service is very much our normal act of worship.

The meeting agreed the filming go ahead and an announcement be made at the normal church service about the arrangements. It was suggested, if possible, Charlotte speak a few words about the programme when the announcement is made.

### Communication - Thoughts & Ideas

John Melbourne explained that the deacons had discussed ideas on how to build on the communication to the different communities surrounding the church with a focus to do a few things well.

The purpose of these initiatives is to improve general communication to various communities, improve planning of events thereby increasing local engagement in church events.

The key ideas proposed by the deacons and agreed by the membership are noted below:

1. Produce a 6 month rolling diary to include key events, identify required communications and assign responsibility for that communication. The diary will be reviewed monthly at the deacons and members meetings.
2. To improve the use of church notice boards both outside Carey Hall and the Church to engage with users of the church. It is proposed that John and Sarah look at this to consider content, relevance and ensure up to date.
3. Produce a "thankyou card" for users of the Church premises.

4. It was agreed communication with the various brigades would benefit from better organization. Currently some opportunities are missed because the leaders are busy, and there may be things we can help them with. It would be good if the church could have a section on some of the brigade communications. It was proposed that Tim speak to the Brigade leaders to establish possible initiatives / thoughts.
5. In terms of social media, it is noted that the church have a twitter account previously established for youth groups. Further consideration is required as to whether this be used by the church.

Further consideration of the use of Facebook by the church is required, there is a need to weigh up the administrative work load of maintaining a current and relevant Facebook account versus use and benefits. Andy is to review how other churches use Facebook and propose a way forward.

6. It was agreed the church website will be updated to better reflect the opportunities for hall / room hire with the site optimized for search engines in this respect. Andy agreed to take responsibility for this.
7. It was agreed that the church produce a general publicity card providing details of services etc. Tim agreed to review this and propose a format.

#### Church Meeting Format

Andy reported the deacons discussed ideas on different formats of the church meeting with the aim to (i) increase participation (ii) rebalance the focus of meetings from routine matters to specific initiatives.

This discussion continues to be work in progress with the view of trying out new ideas and establishing ways to better engage a greater number of people in the church meeting. The focus on specific items will better enable the meetings to be advertised in advance, the July meeting will focus on building work and finances.

It was noted the February extraordinary meeting following the church service, was a success in terms of attendance. It was agreed that regular members meetings on a Sunday is not the best option due to conflicts between preparation for the meetings and attendance / participation in the Sunday worship. However it is a good idea to have one/two meetings a year after the Sunday service as this provides a better opportunity for members of the congregation to participate.

It was noted by a number of members that it was often difficult to hear everything said in the February extraordinary meeting and next time further consideration be made to the format of the room with questions from the floor being repeated by the chair.

#### **6. Youth**

Brigades are in their summer programme. It was noted the girls brigade have their sports day at Groveland's Park on Tuesday 30<sup>th</sup> June at 6.00pm. All are welcome to attend and support the participants.

#### **7. Finance**

##### Finance Report

Ian presented the finance report for the 5 months to 31<sup>st</sup> May 2015, copies of which are available on the members' area of the website.

Key points highlighted:

## General Fund – Income & Expenditure

- Total income is 7% below budget (£28.7K vs £30.8K) and total expenditure is 6% below budget (£29.4K vs £31.4K) which means the overall deficit on the General Fund is as budgeted (£0.6K).
- Overall offerings are 8% below budget (£20.7K vs £22.5K) analysed against budget as follows; loose offerings -11% (£2.4K vs £2.7K), regular offerings -3% (£17.7K vs £18.3K) and special donations -58% (£0.6K vs £1.4k).

In previous years any deficit in regular offerings had been made up by an increase in special donations, this has not happened as yet this year.

- Income from premises are +3% versus budget (£3.9K vs £3.8K).
- Individual expenditure items are broadly within budget with the exception of expenditure on furniture and equipment (actual YTD £238 vs budget £104; annual budget £250). Spending on both new microphones and the collection box were responsible for the variance.
- Nothing had been budgeted for the church day out on 5<sup>th</sup> July, the deacons proposed a donation should be made to boys' brigade for their support and use of facilities.
- It was noted the deacons recommend that subscriptions/donations be amended in that we no longer subscribe to London City Mission (£130 per annum) as we look for savings and also consider the fact LCM is no longer closely associated with the church. All other donations will remain as budgeted. It was noted that we have made an initial payment of £350 to Winchmore Hill Community Care Scheme (annual budget £700).
- The deacons have reviewed the visiting preacher's fee and proposed this be increased from £40 plus expenses to £50 plus expenses. It was felt this brought the fee to mid-range when compared to other churches.

The members agreed with the deacons proposals.

## Other funds:

- The Thank Offering stands at £2385 as at 31<sup>st</sup> May versus £1775 last year. It has previously been agreed that the Thank Offering be applied to the Building Fund which means as at 31<sup>st</sup> July this fund stands at £11.8K vs £7.4K at the start of the year.
- By its very nature the expenditure on the buildings is generally lumpy.

## Online Giving Facility

- The on line giving facility has now been set up on the church website. It is recommended that regular donations be made in the normal way as there is a 3% administrative fee when using this method.

## **8. Membership**

- Nothing to report

## **9. World Mission**

- There is no additional news to report from the Dalmans other than reported in last prayer letter.
- Keith reported that on the evening of Thursday 2<sup>nd</sup> July the regional director of Mission India north, central and south was speaking at his house. If anyone needed a lift they should contact Keith.

- Andy reported that BMS a long term partner in terms of mission work had changed the way they link missionaries to churches. The new system links churches to either a geographical area or different types of mission work.

Our church is now linked to missions in Europe and we are connected to three workers, two workers in Albania and one in Italy. It is planned that from the autumn to produce a number of articles in Spotlight to introduce the missionaries.

## 10. Secretarial

### Dates

- Deacons: 8th July
- Church Meeting: 23rd July

## 11. Buildings

Tim reported on the key points of the building work as noted below, a more detailed review will be presented at the July members meeting.

- General small works continue,
- Carey Hall ladies toilets have a problem that needs fixing.
- The alarm in the lounge is working well.
- Work generally has not started on major items, including such areas as the brick work (above play area and front of church) and the flat roofs. The current plan is to look at the masonry together.
- Work will commence on damp in the manse kitchen in the summer. At the moment it is not clear whose liability the leakage is, this will be established when the builders are able to expose the pipe.

Andy reported the development at the rear of the church has been rejected.

## 12. Pastoral

Andy noted that Carolyn Kindberg is carrying out a sponsored walk from London to Cambridge in aid of Parkinson disease.

## 13. Any Other Business

- None

The meeting closed with the Grace at 9.30pm

Signed.....

Date.....