

# Parish of Mortlake with East Sheen

## Minutes of PCC Committees

COMMITTEE NAME:	DATE OF MEETING:
Christ Church Consultative Group	10 <sup>th</sup> January 2019 7.45 pm Christ Church

ATTENDEES:
The Rev. David Guest, Vicar; Lindsay & John Ancock, Churchwardens; Karen Brown, Treasurer; Olwen Williamson; Paul Russenberger; Hugh Springall; Deirdre Munro; Prudy Mennell; Paula Frew; Carys Cooper; Francesco Di Maggio, Organist; Brenda Morris, Secretary; Mary Abel, Parish Warden

### HEADLINE

Ref. item number	Headlines/ decisions action points	Action
3	<b>Approval of Minutes of 12<sup>th</sup> November 2018:</b> To be noted:- Item 7 Children's Ministry – David and Olwen are responsible for the Baptism Renewal Service.	DG/OW
4	<b>Matters Arising:</b> Discussion with the Nursery School regarding outside storage. Agenda to be circulated two weeks before each meeting. Trees – pruning and advice in hand with John Ancock	JA/LA DG/Wardens/BM JA
7	<b>Music:</b> Possibility of moving the organ console to the back of the church. Advice to be sought from the Archdeacon/DAC.	DG/JA/Fd'M
13	<b>Fabric Update:</b> Phone bell system to be researched. Church of England guidelines for churches with CCTV to be circulated. Further quotes for the heating system to be sought.	JA DG JA
14	<b>Communications:</b> Removal of small noticeboard outside south west door. Advice to be sought from Archdeacon	DG

Next meeting: Tuesday, 12<sup>th</sup> March 2019 at 7.45 pm Christ Church

No	Item	Action
1.	<b>Opening Prayer:</b> The meeting began with an opening prayer	
2.	<b>Apologies for absence:</b> Apologies were received from Carol Springall, Howard Gooder, Mireille Stanton and Nicholas Rettie. Heidi Russenberger has resigned from the group.	
3.	<b>Approval of Minutes of 12<sup>th</sup> November 2018:</b> To be noted:- Item 7 Children's Ministry – David and Olwen are responsible for the Baptism Renewal Service. The minutes were approved by the CCCG and signed by David Guest.	<b>DG/OW</b>
4.	<b>Matters arising:</b> <ul style="list-style-type: none"> <li>• All Saints Choral Evensong is on 3<sup>rd</sup> February but it would be too soon to arrange something at Christ Church. Possibility of having a Gospel Choir to be discussed with Francesco.</li> <li>• The Nursery School have tidied their equipment in the upstairs room and the churchwardens are in discussion over more outside storage space.</li> <li>• Work/maintenance has been carried in the hall.</li> <li>• Due to late additional items it was proposed we concentrate on items below and in future extra agenda items are to be submitted two weeks before each meeting.</li> <li>• Welcomers' Training Day on 16<sup>th</sup> March has been arranged by Olwen. Odette Penwarden is the trainer of SPAS in the Diocese for "The Smiling Face of Southwark". For 25 years she has been a Cathedral Chaplain and involved with training there, she also goes out around the diocese training Sidespeople and Welcomers.</li> <li>• The newsletter was issued in time for Christmas. The distribution needs to be looked at.</li> <li>• Trees - John Ancock told the meeting that pruning of the yew tree takes place on 8<sup>th</sup> February and this was agreed by the CCCG. A scientific officer from Kew Gardens will advise on the safety of the pine tree.</li> </ul>	<b>JA/LA</b>  <b>DG/Wardens/BM</b>   <b>JA</b>
5.	<b>MAP:</b> <b>Diversity Group</b> – The group met on 10 <sup>th</sup> January and sought agreement from the CCCG for the following:- <ul style="list-style-type: none"> <li>• A "Hymns and Pimms" service to be held again on 7<sup>th</sup> July, being the Sunday in the middle of Wimbledon Fortnight, as last year.</li> <li>• Items for development and report back with proposal to the CCCG:-               <ol style="list-style-type: none"> <li>1. On Sundays when there is a sung Evensong at All Saints to hold a service, probably based on Evening Prayer ending with an address rather than a sermon on a potentially controversial subject. The service to be followed with a discussion over tea/coffee etc for approximately half an hour.</li> <li>2. Some form of additional service at Harvest Festival, possibly to include "Hymns for Harvest" or similar.</li> <li>3. With the agreement of and in conjunction with Francesco, explore the possibility of some form of "Gospel Service".</li> </ol> </li> </ul> It was agreed by the CCCG that the Diversity Group could proceed with these suggestions. <b>Social</b> – Nothing to report. <b>Meeting Needs</b> – Deirdre reported that replacing the inner doors with glass doors could cost in the region of £10,000 and it would be appropriate to do both sets of doors, S/W and N/W. At present there is no costing for the hanging and back lighting of the stained glass panels. The Archdeacon has been advised. The CCCG agreed that this could go ahead. The outer oak doors need repairing.	
6.	<b>Children's Ministry:</b> (This item will be included under MAP in future). Messy Church in December went well and was attended by families outside the church congregation. It was felt that the hall was a good place to hold this event. The next Messy Church is on Good Friday, 19 <sup>th</sup> April. Ways in which children could be more involved on third Sundays will be discussed.	

7.	<p><b>Music:-</b> Our new organist, Francesco, was welcomed to the meeting. Tarquin Wiggins has sorted out the few problems with the organ following the repairs to the organ. Francesco has been compiling notes of any items which need tweaking. A discussion took place about the possibility of moving the organ console to the back of the church because of noise issues. The cost could be in the region of £900 + VAT. This would need a Faculty and this will be explored further.</p>	DG/JA/Fdi'M																
8.	<p><b>Christ Church Community Hall and Rooms:-</b> There was nothing to be discussed</p>																	
9.	<p><b>Glass Door:-</b> Weekly shelter in hall since November going well. There was nothing particular to be discussed</p>																	
10.	<p><b>Treasurer's Report:</b> Karen submitted her report via email prior to the meeting.</p> <ul style="list-style-type: none"> <li>• F&amp;P met on 7<sup>th</sup> November 2018</li> <li>• Planned Giving Pledges for Christ Church up approximately £1,000 on last year.</li> <li>• Parish and in particular CC should benefit from a substantial legacy from Dr Edward Steers. This is due to be paid to the parish in a few weeks.</li> <li>• No 5 Vernon Road is being let until June 2020.</li> <li>• Surplus in the General fund is £8,503 so far.</li> <li>• Hall bookings are about the same as last year. Hall expenses are up due to increase payments to the caretaker.</li> <li>• Our biggest expense has been temporary organists - £9,354.</li> <li>• The gas supply is in process of being moved from British Gas to Utility Discount Warehouse.</li> <li>• Traidcraft has a surplus of £354. Owing to changes with the company Traidcraft stall would only supply groceries in future. We could source other fair trading companies, such as Meaningful Chocolate Company, for Advent calendars and Easter eggs.</li> <li>• The CCCG ratified the accounts.</li> <li>• <b>Fees (in addition to the statutory Church of England fees):-</b></li> </ul> <p><b>Weddings</b></p> <table data-bbox="352 1267 1102 1420"> <tr> <td>Organist</td> <td>£140 (double if recorded)</td> </tr> <tr> <td>Choir (if requested)</td> <td>£85</td> </tr> <tr> <td>Organist supplement (if choir)</td> <td>£140</td> </tr> <tr> <td>Verger</td> <td>£50</td> </tr> <tr> <td>Heating (if required)</td> <td>£60</td> </tr> </table> <p><b>Funerals</b></p> <table data-bbox="352 1480 887 1574"> <tr> <td>Organist</td> <td>£100</td> </tr> <tr> <td>Verger</td> <td>£50</td> </tr> <tr> <td>Heating (if required)</td> <td>£60</td> </tr> </table> <p>Memorial Service fees the same as for funerals</p> <p>Hire of the church or hall for refreshments after funeral service - £60</p>	Organist	£140 (double if recorded)	Choir (if requested)	£85	Organist supplement (if choir)	£140	Verger	£50	Heating (if required)	£60	Organist	£100	Verger	£50	Heating (if required)	£60	
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11.	<p><b>Churchwarden's Report:</b> There was some discussion about trouble from a frequent homeless visitor. Advice from the police and deanery has been sought. Any practical advice will be available in church. See further matters under Fabric Update.</p>																	
12.	<p><b>Health &amp; Safety/Safeguarding:</b></p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>																	
13.	<p><b>Fabric Update:</b></p> <ul style="list-style-type: none"> <li>• A quotation has been acquired for CCTV at the south west door. The CCCG felt this would not deter any intruder nor would it show somebody doing damage in the church. Geoff Stanton, Parish Warden, suggested a</li> </ul>	JA																

	<p>phone bell system which is cheaper. John Ancock was asked to investigate further. David will find out what guidelines there are from the Church of England for churches wanting CCTV.</p> <ul style="list-style-type: none"> <li>• John Ancock has acquired quotes for upgrading the heating system with fans in the roof and this includes roof insulation. A separate gas system for the rooms would be cheaper than the electric heating. He was asked to get more quotations.</li> <li>• The CCCG agreed the Emergency Safety Report.</li> </ul>	<p><b>DG</b></p> <p><b>JA</b></p>
14.	<p><b>Communications:-</b></p> <ul style="list-style-type: none"> <li>• A Communications Team is planned and this would be advertised on Volunteers' Sunday.</li> <li>• It was suggested that we dispense with the small outside noticeboard at the south west door as it does not appear to serve a purpose and is very tatty. Advice is to be sought about removal.</li> </ul>	<p><b>DG</b></p>
15.	<p><b>Parish Warden's Report:</b> Mary Abel had nothing to report.</p>	
16.	<p><b>Recent Events:</b></p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> December – Advent Quiet Day</li> <li>• 8<sup>th</sup> December – Messy Church</li> <li>• 12<sup>th</sup> December – 11.30 am Communion, followed by Christmas Lunch in the hall.</li> <li>• 23<sup>rd</sup> December – 8.00 am Communion, 10.00 am Communion, 5.00 pm Carol Service</li> <li>• 24<sup>th</sup> December – 4.00 pm Crib Service, 11.30 pm Midnight Mass</li> <li>• 25<sup>th</sup> December – 8.00 am Communion, 11.00 am Family Service</li> <li>• 25<sup>th</sup> December – Christmas Day Lunch at St Mary's.</li> </ul> <p>Christmas services were well attended and numbers were up on last year. At the Crib Service we had 700 in the congregation, with many of our old wedding couples and baptism families attending over the period.</p>	
17.	<p><b>Forthcoming Events:</b></p> <ul style="list-style-type: none"> <li>• 13<sup>th</sup> January – Volunteers' Sunday</li> <li>• 9<sup>th</sup> February – Parish Mamma Mia movie Singalong at All Saints, bring and share food</li> <li>• 6<sup>th</sup> March – Ash Wednesday. Services at 10.30am and 8.00pm</li> <li>• 9<sup>th</sup> March - Parish Lent Quiet Day – Christ Church Hall,</li> <li>• 16<sup>th</sup> March – Welcomers training day(open to all)</li> </ul>	
18.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• It was suggested that emails are circulated to the CCCG if decisions are required between CCCG meetings. This is in fact already done and can only take place in emergencies</li> </ul>	
19.	<p><b>Dates of next meetings:</b></p> <ul style="list-style-type: none"> <li>• Tuesday, 12<sup>th</sup> March at 7.45 pm</li> <li>• Sunday, 14<sup>th</sup> April ACPM.</li> </ul>	
20.	<p><b>Closing Prayer</b></p>	

**Next meeting:** Tuesday, 12<sup>th</sup> March 2019 at 7.45 pm