

PARISH OF MORTLAKE WITH EAST SHEEN

MINUTES OF PCC COMMITTEES

COMMITTEE NAME:	DATE OF MEETING:
St. Mary's Consultative Group	Tuesday, 22 nd January 2019

ATTENDEES:
<p>The Revd. Canon Dr. Ann Nickson (Chair), Perry Kitchen (Churchwarden), Anita Larsen (Churchwarden), James Blake, Sarah Coggins, Ed Coke, Alison Cressey, Greg Kyle, Ginny Waterkeyn</p> <p>Parish Warden: Geoff Stanton</p>

	HEADLINES/ACTION POINTS	PERSON RESPONSIBLE
4.1	Porch lighting – Perry to update on installation date	Perry
4.2	Safeguarding – CG members who haven't yet undertaken basic online safeguarding training to do so	ALL
5.4	Recent services and events Carol Service feedback to be included for 2019 service planning	Ann
6.	Future events: <ul style="list-style-type: none"> • DIY Day. All CG members encouraged to take part. Perry to prepare list of jobs • Shrove Tuesday Pancakes. Ed to host children's games 	Perry Ed
8.	Mission Action Plan: Ed to liaise with Thomson House School	Ed
12.	Next meeting Wednesday, 13 th March, 2019 – Ginny offered to make the coffee	Ginny

1. **Welcome and Prayers:** by Ann
2. **Apologies for absence:** Penny Cowell, Ben Stokes.
3. **Minutes of previous meeting:** The minutes of the meeting held on 14th November 2018 were presented and accepted by the meeting with no amendments.
4. **Matters arising:**
 - 4.1 Porch lighting: Perry reported that new LED strip lighting for the porch had been delivered. He is now waiting for Capital Electrical Wholesalers to agree an installation date.
 - 4.2 Safeguarding: Alison has placed a list of people with DBS clearance on the noticeboard at the back of Church, to be used especially if there are rota changes required for Godly Play or similar activities. Although we have had one new person with DBS clearance and one more possibility, two further individuals chose not to renew their certificates. Therefore, the pool of people with DBS clearance has remained the same. Alison reminded the Group to complete the online basic safeguarding training if not already undertaken.
 - 4.3 Autism-friendly Church: Ann reported that work on this topic is on-going, with current focus on setting out a schedule for Godly Play, illustrated with photographs, which will take time to produce.
5. **Recent Services and Events:**
 - 5.1 Knitvity 2018: Ann reported that we struggled to cover all 4 weeks of Knitvity due to limited uptake. It was agreed to re-launch Knitvity 2019 with two suggestions: 1. To concentrate the Knitvity period to the final two weeks of Advent; 2. To promote Knitvity at the November All-Age service, explaining the process, benefits and encourage sign-ups. Alison agreed to do this. The suggestion of inviting Tiddlywinks families to participate was also made, although this has previously resulted in limited involvement.
 - 5.2 Reverse Advent: This proved popular and provided lots of pragmatic gifts for Glass Door clients.
 - 5.3 Carol Singing (15/12): Ann thanked all those who turned up to take part in Carol Singing at Mortlake Station. It was a sizeable number of participants, although there was ambivalence about repeating it at Christmas 2019.
 - 5.4 Carol Service (23/12): Ann received feedback that some of the readings and announcements at the Carol Service were inaudible at the back of Church. Greg expressed surprise at this, given the newly installed and updated audio equipment. One possible course of action is to offer microphone training to readers using the new equipment in future. The feedback should be attached to Carol Service 2019 planning.

- 5.5 Crib Service (24/12): Alison suggested Ann should have more help from children's leaders or similar at the next Crib Service, in terms of marshalling the children.
- 5.6 Christmas Services; Christmas Lunch: Christmas services ran as expected. Ann recorded her thanks to Sarah, Greg and the Christmas lunch team.

6. **Future Services and Events:**

- 6.1 DIY Day (02/02): Perry reported this remains on schedule, with a focus on the St Mary's Room and Churchyard. Ann requested that a list of specific jobs be developed for the day.
- 6.2 Candlemas (03/02): Service to be held as usual, with water and wet tea towels available to minimize the risk of fire.
- 6.3 Mamma Mia (09/02): Ann encouraged all to attend this parish-wide fun event.
- 6.4 Shrove Tuesday Pancakes (05/03): Guides and Scouts will be encouraged to take greater responsibility for organization on the night. Ed offered to host the games for children.
- 6.5 Ash Wednesday (06/03): Ann encouraged greater attendance at the Ash Wednesday service, which previous worshippers have found very beneficial.
- 6.6 Lent Lectures (beginning 10/03): The focus will be on Faith and the Environment for this year's Lent Lectures, with a number of speakers lined up.
- 6.7 Mothering Sunday (31/03): The All Age service will be moved to the last Sunday of March to tie in with Mothering Sunday.
- 6.8 Boat Race Teas (07/04): Teas will be served in the early and mid-afternoon to coincide with the timing of the Women's and Men's Boat Races, scheduled for 2.15pm and 3.15pm respectively.
- 6.9 Easter Services (Palm Sunday, 14/04 through to Easter Sunday, 21/04): Easter Services are scheduled as in previous years.

7. **Treasurer's Report:**

Perry had previously circulated accounts for 2018 to members of the Consultative Group and had brought the draft budget for 2019. He reported as follows:

2018 Accounts: The 2018 surplus was £1.6K, compared to a deficit of £1.6K in 2017. This was despite receiving £3K less in room letting income, following the demise of the Little School. The main difference was the expenditure of only £2K on repairs and redecorations, against £9K in 2017. Most other items of income and expenditure were in line with the previous year and the budget.

£2.4K had been spent on the new piano (including removal costs and a new cover and transporting frame); £9.4K on the new sound system; £1K on refurbishing the porch; and £0.6K on repainting and redecorating the cupola.

Year-end balances were: £K

Donations fund	18.9
Legacy fund	17.6
Tower fund	<u>3.4</u>
Total	39.9

The **2019 budget** assumed that routine income and expenditure would be similar and also that £0.6K would be spent on the West Porch lighting installation.

After discussion Perry proposed the acceptance of the 2018 accounts and the 2019 budget – this was seconded by Greg and approved by the Consultative Group.

8. **Mission Action Plan – Report Back:**

The Group collectively reviewed the areas of the MAP that formed the focus of the meeting on 5th January, 2019.

To strive to safeguard the integrity of creation and sustain and renew the life of the earth: the proposed action to support this area was to implement the Parish Environment Policy, including appointing an Environmental Officer for St Mary's. The Group agreed this should be open to a volunteer, possibly a young adult or teenager.

To work to transform unjust structures of society, to challenge violence and pursue peace and reconciliation: the Group agreed to place renewed focus on St Mary's relationship with the Glass Door charity to support this area of the MAP. Ideas included hearing from a speaker in Summer, to understand better what Glass Door does outside November to April when the shelters are open.

To teach, baptise and nurture new believers: the Pilgrim Course is being run, with over 20 people signed up and a waiting list.

To respond to human need by loving service: actions discussed regarding Glass Door overlap with this aspect of the MAP.

Children/Young People: the Group agreed an appropriate forum be established to understand the thoughts, motivations and ideas of young people to become more involved in St Mary's. Half Hour in The Tower was considered a good start for this forum, and Olivia Blake will be asked for her input.

Publicity/Communication: Ed agreed to work with Thomson House School's parent teacher group (Friends of Thomson House) to publicise the most accessible Church services and events in their weekly newsletter (e.g., Shrove Tuesday games, Mothering Sunday, All Age services).

Welcome & Social Events: the new porch lighting was identified as contributing to an improved St Mary's welcome.

9. **Parish Environment Policy**

The Group reviewed the draft Parish Environment Policy prepared by the Mission, Peace & Justice Group. It was agreed to advertise for a volunteer Environment Officer (ideally a younger person), via the weekly Parish Notices.

10. Reports

10.1 Rector's Report: Ann highlighted another public meeting to discuss the **Brewery Site** will be held at St Mary's on Wednesday, 13th February. With reference to plans for the secondary school on the site, Ann stated that the Council's preferred option is an Academy specializing in IT, previously expected to be sited in Hackney. Another group, centred on Baptists in Richmond, wants to set up a Church school on the site, though this is currently without diocesan consent.

Great Mortlake Bake Off (GMBO). Not enough committed volunteers have come forward to make GMBO viable for 2019. As such, the event will be paused until 2020.

Michael Rich. Ann has placed at the back of church a copy of the Community Protection Order to which Michael is subject. Under this notice, Michael is not permitted to enter any church in the London Borough of Richmond and so if he enters St Mary's should be asked politely to leave. Full information is on the notice.

10.2 Churchwardens' Reports

Glassware replacements are needed. Anita is investigating.

Perry mentioned that Tiddlywinks needs more volunteers, and encouraged the Group to suggest people willing to do this.

Gutters have been cleaned, and the squirrels' entrance and exit points on the roof have been blocked.

10.3 Parish Warden's Report

Nothing to report.

11. **Any Other Business:** None.

12. **Date of Next Meeting:**

Wednesday 13th March 2019 at 8.00pm – arrive by 7.45pm for coffee prepared by **Ginny**.

13. **Dates of Future Meetings:**

2019

Wednesday 13th March

ACM Sunday 28th April