

PARISH OF MORTLAKE WITH EAST SHEEN

MINUTES OF PCC COMMITTEES

COMMITTEE NAME:	DATE OF MEETING:
St. Mary's Consultative Group	Wednesday, 23 rd September 2020

ATTENDEES (via Zoom):
The Revd. Canon Rd. Ann Nickson (Chair), Perry Kitchen (Churchwarden), Greg Kyle (Churchwarden), Sarah Coggins, Ed Coke, Penny Cowell, Jen Loudon, Geoff Stanton (Parish Warden)

	HEADLINES/ACTION POINTS	PERSON RESPONSIBLE
8.2	Director of Music – Perry to organise candidate auditions and interviews with proposed Selection Panel	Perry
10.	Next meeting Wednesday, 18 th November 2020 via Zoom	All

1. **Welcome and Prayers:** by Ann
2. **Apologies for absence:** Katie Lee, Beccy Legonie, Ben Stokes and Ginny Waterkeyn were unable to attend the meeting.
3. **Minutes of previous meeting:** The minutes of the meeting held on 8th June 2020 were presented and accepted by the meeting with no amendments.
4. **Matters arising:**
 - 4.1 **Director of Music:** The proposal to appoint an organ scholar has been shelved for the time being, whilst a successor to Nigel Condry is being sought. This is discussed in detail at Item 8.2 (Churchwardens' Reports)
 - 4.2 **Livestreaming of services:** Discussed in Item 5.1 (Recent and Future Services and Events)
5. **Recent and Future Services and Events:**
 - 5.1 **Live stream services:** As previously approved, live-streaming equipment had been purchased for £868, and we had received a grant from the diocese of £500. After some initial problems the system was now working well, with remote viewers reporting a good quality of sound and vision. Many thanks to Greg, Paul Walker and Kat Graham. Perry had continued to provide recorded music, collecting contributions from both the mature and the young members of the choir and congregation. The Group agreed that the live streaming of services was working very well, and allowing those unable to attend services in-person to feel part of the St Mary's community. Greg mentioned there would be a training session in the coming weeks to brief Duty Wardens on how to use the live streaming equipment so the burden of operating it could be shared.
 - 5.2 **Return to Church:** Perry reported that all necessary risk assessments and social distancing measures had been undertaken to ensure a safe return to church since July. The pews were arranged to comply with social distancing requirements prior to the return to church, and identified hazards addressed. Procedures, such as registering the names of everyone at services for test and trace purposes, were going smoothly. Regular numbers were about 40 – 45 each week. Some of the St Mary's community do not feel ready to return to church despite these measures; this is not limited to elderly or vulnerable people, and can include families with younger children.
 - 5.3 **Harvest Festival (27/09):** Ann highlighted the request from Glass Door and Richmond Food Bank for financial donations in place of tinned/dried food, of which both charities have a good supply. Harvest Festival marks the return of live music at St Mary's. A socially distanced band will be playing, along with a small number of older and young singers. The following week (Sunday, 4th October), the choir will return to the 10am Sunday service – assuming no further restrictions being imposed.

- 5.4 **October Social (10/10):** **Greg** reported that he had considered several options for transferring the October Social online, via Zoom and the quiz platform, Kahoot. Having consulted with Sarah Coggins, he was doubtful that the user experience of this format would be positive due to the complicated logistics involved. The recommendation was to move the October Social to a suitable date in Spring 2021 when restrictions may have eased and people may feel more comfortable socializing at such an event.
- 5.5 **Memorial Service (08/11):** **Ann** felt the Memorial Service should go ahead in full compliance with social distancing rules. She recommended a modified, shorter version of the service, with no candle lighting taking place, and no refreshments afterwards. This would still give the expected small congregation an opportunity to remember loved ones.
- 5.6 **Remembrance Day (08/11):** The public nature of the Remembrance Day act of worship means this short service is very unlikely to take place this year. A ceremony by the East Sheen war memorial will undoubtedly draw a crowd, which would make it nearly impossible to effectively police social distancing. Ann will discuss this with the Parish Wardens and take the recommendation to the PCC that the three local churches hold their own, separate services to commemorate Remembrance Day.

6. **Children at St Mary's**

Jen reported that there had been two children's sessions held so far since the return to church. The sessions were small, with c. 6 participants each, but had been very successful. The outdoor setting of the sessions works well, with one parent per family supervising the children. There is a registration and contact tracing form in place for all parents and children attending. Both sessions have had a Creation theme, which is highly engaging for the children. Jen asked Perry about the loan of the gazebo for when the weather takes a turn for the worse.

7. **Treasurer's Report**

There had been virtually no financial activity since the last meeting. £600 had been received from Tugboats Nursery for their very limited use of the Wigan Room in June. Otherwise there had been no income from Tiddlywinks, coffee, social events, or other room hirers. Normal annual expenditure on fire safety, roof alarm servicing and electrical maintenance had continued. The deficit for the year to date was £2,275.

Further room hires were anticipated for the Autumn term, and it was hoped to resume some Tiddlywinks activity after half term. Nevertheless, paying an organist from late October to December would cost about £1,500, and Perry anticipated a deficit for the year of around £3,000.

Fund balances were:	£K
Donations fund	20.0
Legacy fund	15.6
Tower fund	<u>4.0</u>
Total	39.6

8. Reports

8.1 **Rector's Report:** Based on recent advice from the Bishop, Ann proposed that the **2020 Annual Church Meeting**, due to take place on 25th October, be rescheduled to 23rd May 2021. This essentially means that the 2020 and 2021 meetings would take place on the same day. The Group agreed it would be sensible to postpone the 2020 ACM until that time. A new **Track & Trace** app will be available from 24th September. Consequently, there will be a **QR code** available for people to scan on arrival at St Mary's from Sunday 27th September. **Peter Harrop's funeral** will take place on Tuesday, 13th October and will be live streamed so people can attend remotely.

8.2 **Churchwardens' Reports: Lighting.** In Perry's written report, he confirmed he had contacted System Electrics again to move the nave lighting project forward. **Open Church.** Greg reported that the Churchwardens were continuing to open St Mary's daily for private prayer. There were very limited numbers of people attending during these times, but strong wi-fi enables supervisors to multi-task if necessary.

Following the Zoom call time limit expiring, reduced numbers of Group members (Ann, Perry, Greg, Sarah and Ed) re-joined the meeting to discuss:

Director of Music. Since the last meeting of the CG, it had been agreed that Nigel Condry would retire – in effect extending lockdown shielding into retirement. The congregation had been invited to donate for a gift to Nigel, and it was hoped that this could be presented as soon as Nigel was able to come to St Mary's; though if this was not possible in the near future, it might be better to make other arrangements

The post had been advertised, and there had been eight expressions of interest, including several that looked very promising. The deadline for applications was 25 September, and a short list would be invited for audition and an interview on Saturday 10 October.

It was suggested that the panel for short-listing and interviews should comprise the Rector, a parish warden, a churchwarden (Perry), plus a Director of Music from one of the other churches in the team ministry and/or another member of the St Mary's choir (Geoff Woodhouse) Those CG members present felt this was an appropriate panel to interview candidates.

8.3 **Parish Warden's Report:** No Report presented due to technical issues (see above).

9. **Any Other Business: Perry** asked about Christmas service arrangements. Ann felt a ticketed Carol Service with no live congregational singing may be a possibility, but she had doubts about how the annual Crib Service could take place in any meaningful format.

10. Date of Next Meeting and Volunteer for coffee-making:

Wednesday, 18th November, via Zoom.

11. Dates of Future Meetings:

2020

Wednesday, 18th November

2021

Monday, 25th January

Tuesday, 23rd March
ACM Sunday (2020 and 2021 meetings on
same day), 23rd May