

# Parish of Mortlake with East Sheen

## Minutes of PCC Committees

COMMITTEE NAME:	DATE OF MEETING:
Christ Church Consultative Group	19 <sup>th</sup> January 2022 at 7.45 pm

ATTENDEES:
Rev'd Heather Peters, Vicar; John Ancock, Churchwarden; Neil Davis, Churchwarden; Karen Brown, Treasurer; Rev'd Olwen Williamson; Paul Russenberger, Reader (online); Deirdre Munro, SPA; Brenda Morris, Secretary; Mary Abel, Parish Warden; Peter Jones; Roger Parker; Nicholas Rettie; Lindsay Ancock (online); Louise Manners; Bethy Reeves, DOM (online)

### HEADLINE

Ref. item number	Headlines/ decisions action points	Action
5	<b>Health &amp; Safety:</b> Risk Assessment to be displayed in church.	HP
7	<b>Music Report:</b> Hire of church for recitals Seating for the morning choir List of charges for weddings and funerals	HP/BR/JB/KB JA/BR HP/BR
10	<b>Churchwardens' Report:</b> Fig tree removal – seek advice from Diocesan tree expert. Group from CCCG with Mary Abel to prioritise proposed projects at CC.	JA/RP MA/NR/PJ/JA/ND/OW

Next meeting: Wednesday, 16<sup>th</sup> March 2022 at 7.45 pm

No	Item	Action
1.	<b>Opening Prayer:</b> Rev'd Heather opened the meeting with a prayer.	
2.	<b>Apologies for absence:</b> Apologies were received from Mireille Stanton.	
3.	<b>Approval of Minutes of 10<sup>th</sup> November 2022:</b> The minutes of the last meeting were approved.	
4.	<b>Matters arising:</b> It should be minuted that Judith Russenberger had resigned from the CCCG via email to the Churchwardens. She has been given permission to head up the Green Group and is also involved with Godly Play and Messy Church. Any other matters arising will be covered under the agenda.	
5.	<b>Health &amp; Safety:</b> The Risk Assessment produced by Heather Peters had been circulated prior to the meeting. It was proposed by John Ancock, seconded by Olwen Williamson and adopted by the CCCG. A copy should be made available in church.	<b>HP</b>
6.	<b>Safeguarding:</b> Lindsay Ancock reported that she is waiting for documents from Neil Davis, otherwise all records are up to date.	
7.	<b>Music Report:</b> Bethy sent in her report which was circulated to the CCCG prior to the meeting and she attended online. "The music at both the morning and evening Sunday services is going really well, with both choirs very much enjoying singing as part of Christ Church worship. The music at all of the Christmas services went very well: it was lovely to have both the morning and evensong choirs join forces for the Carol Service, the quartet at midnight mass sang beautifully, and we even had a band of instrumentalists at the family service on Christmas Day! Our new Christ Church recital series is going really well, with all the recitals being very well received and well attended. There is a shared feeling amongst all that it is lovely to have music back in the church, and the recitals are each bringing in around £100 towards the church funds (20% of ticket sales). We aim to continue having these every first Friday of the month at 7pm, with Januarys & Augusts off. I'm pleased to report that we have more Common Praise hymn books for the choir! It is enormously helpful having these. It seems like we are also quite short on choir copies of New Hymns and Worship Songs. It may be that we have to buy more of these in, but currently I can't find any of the exact same copies that we have being sold. I will update you all next consultative meeting and we can put it to a vote if I find a buying option. Tarquin Wiggins came to tune and service the piano and organ just before Christmas. He found a fault with the 4ft Flute on the Great. It is permanently on, due to a fault in the control module that sits on top of the soundboard slider motor. Tarquin has temporarily disconnected this slide so that it is off, but the control module needs to be removed for testing and repair, but its position in the organ is very awkward, requiring some dismantling to access it. The cost of dismantling, removal, repair and re-instatement is £650. This repair is something that we need to get done as soon as possible, as the 4ft Great flute is a really vital stop on the organ. I'd like to put it to a vote for this repair to go ahead".  The repairs to the organ were proposed by Paul Russenberger, seconded by Lindsay Ancock, and adopted by the CCCG.  It was reported that F&P ask that we charge Bethy a flat rate of £100 for hire of the church when she holds a concert, this is because she is a paid employee of the parish. This will be discussed with Jon Blythe, Heather Peters, Bethy Reeves and Karen Brown.  The seating area for the CC morning choir has been reorganised so the singers are facing the congregation. It was suggested by some that the chancel would be a better option, as it is designed for choral use. John Ancock will review the seating with Bethy.	<p style="text-align: center;"><b>HP/BR/JB/KB</b></p> <p style="text-align: center;"><b>JA/BR</b></p>

8.

**Treasurer’s Report:**

Karen circulated her report prior to the meeting.

**Points to Note:**

- Note these are draft and not final accounts awaiting invoices, payments and quite a few adjustments between the Parish and CC accounts such as furlough.
- Donation to Christ Church Brixton Road by members of our congregation £170.00 in addition to food already delivered.
- Donations received to date for refreshments at Rev Chris Griffiths’ funeral £1,850, remaining £2,352 paid to Crowthers from Donations Account.
- Collected £121.94 for London Churches Refugee Fund. It was suggested this be rounded up to £200, proposed by Deirdre Munro, seconded by John Ancock, and agreed by the CCCG.
- 20 “100 Carols for Choirs” and 10 music edition “Common Worship” purchased from Donations Account as previously agreed at Consultative £521.55.
- **Donations received this year:**  
Legacy from Adam Burr £25,000  
Two anonymous donations £5,000 and £20,000. The donor has requested that the £20,000 should be used to replace the wooden entrance doors with glass doors. This request should be put in writing. It was suggested that donors should be thanked in writing.
- We have a donation of £14,000 for an organ scholar and training soloists.
- Karen thanked John and Heather for getting the sound system repaired.

**Parish Finance Overview:**

- Planned Giving so far is down by 5% on last year.
- Parish Support Fund Pledge (the amount the parish gives to the Diocese) remains at £283,000.
- Parish Treasurer is forecasting £15,000 deficit because of extra costs spent on clergy housing repairs, £17,600 compared with a budget of £10,000 and more is still to be spent on fixing the damp problems at 86 East Sheen Avenue.
- 17 Sheen Gate Gardens is on the market for a short term rental.

**Income & Expenditure to December 31 (draft):**

- Income £26,421
- Expenditure £23,229
- Surplus £ 3,192
- Slow return from the usual users. We now have bookings from Laidlaw, MV Dance Academy and Blitz Fitness.
- Sound System has been repaired and our thanks go to Heather and John. We have purchased the current system at a cost of £2,160 and the hire of the system for the last 15 months has now been discounted to £1,685.
- The CCCG ratified the accounts: proposed by Nicholas Rettie and seconded by Lindsay Ancock.

**General Fund Running Expenses January-December 31:**

• Director of Music	£6,696
• Stand in organists	£ 575
• Water/Telephone	£ 189
• Cleaner	£3,462
• Sound System Hire	£1,685
• Hall costs inc. caretaker	£5,279
• Services, wine, wafers etc	£ 537
• Minor repairs	£ 272
• General maintenance	£4,534
• & compliance	
	£23,229

	<p><b>Summary of Income &amp; Expenditure</b></p> <table border="0"> <thead> <tr> <th></th> <th><b>General Account</b></th> <th><b>Donations Account</b></th> </tr> </thead> <tbody> <tr> <td>Income</td> <td>£26,241</td> <td>£77,114</td> </tr> <tr> <td>Expenditure</td> <td>£23,229</td> <td>£15,046</td> </tr> <tr> <td>Surplus</td> <td>£ 3,192</td> <td>£62,068</td> </tr> </tbody> </table> <p><b>Current Wedding &amp; Funeral Fees:</b></p> <ul style="list-style-type: none"> <li>• <b>Weddings:</b> Organist £150 (double if recorded) Church Choir if requested £85 Singer – soloist £50-£100 Fixing fee for musicians 20% Meeting with DOM £40-£60 Verger £65 Heating to be increased to £95 and reviewed in 6 months.</li> <li>• <b>Funerals:</b> Organist £140 (double if recorded) Soloists £50-£100 Verger £60 Heating to be increased to £95 and reviewed in 6 months.</li> </ul> <p><b>Pay Rises:</b> Teba £70 – proposed Nicholas Rettie, seconded Deirdre Munro, one abstention DOM 3% increase which will mean £240 extra for Bethy Alex is paid the London Living Wage of £11.05 per hour, up from £10.75 Advice to be sought from Mireille Stanton, decision to be deferred to next meeting.</p>		<b>General Account</b>	<b>Donations Account</b>	Income	£26,241	£77,114	Expenditure	£23,229	£15,046	Surplus	£ 3,192	£62,068	
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Expenditure	£23,229	£15,046												
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9.	<p><b>Vicar's Report:</b> Rev Heather reported that the Christmas Services went well and attendance was OK but many booked and then did not turn up. It is hoped the booking system will not be needed next year. A member of the CCCG reported that the Carol Service was a bit too grown up for children and two families left early. Two members of the CCCG said there was too much singing by the choir and the service was not aimed at young families.</p>													
10.	<p><b>Churchwardens' Report &amp; Fabric Update:</b></p> <ul style="list-style-type: none"> <li>• Path lighting to north door – still awaiting feedback from the contractors.</li> <li>• Fig Tree – awaiting permission from DAC, who need signed letter from Richmond Council for approval as we are in a Conservation Area. We also need approval from the PCC. Roger Parker has received a quotation for £540 for removal of the tree and this includes Council approval and £300 if poisoned. For pruning the pine tree the cost will be £1,700/£1,800. It was suggested we should get advice from the Diocese tree expert. Proposed by Peter Jones, seconded by Nicholas Rettie and agreed by the CCCG.</li> <li>• Congregational discussion on the ceiling paintings to be held on 23<sup>rd</sup> January: John Ancock circulated his report prior to the meeting, with his estimate of the cost. Ann Nickson and John Kiddle had already expressed the view that any decision on the ceiling paintings should be left until we have a new vicar. The money could also be spent on other missions. Suggestions were made by the congregation in 2020 following the generous bequest by the late Edward Steers. It was felt that 23<sup>rd</sup> January was too soon to consult the congregation. It was suggested that we revisit the list of projects - proposed by Nicholas Rettie, seconded by Karen Brown. There were two abstentions but the remainder of the CCCG agreed with this idea. The way forward would be a small group of CCCG members consisting of Nicholas Rettie, Peter Jones, John Ancock, Neil Davis and Olwen Williamson. Mary Abel agreed to help lead the group in drawing up a list of priorities. The proposed congregational meeting on 23<sup>rd</sup> January would be deferred until there was a clear plan/vision which could be presented to the congregation.</li> </ul>	<p style="text-align: center;">JA/RP</p> <p style="text-align: center;">MA/NR/PJ/JA/ND/OW</p>												

	<ul style="list-style-type: none"> <li>• <b>3 RRR's</b> suggestion from Judith Russenberger would be discussed under MAP.</li> </ul>	
	<p>The discussion on the ceiling paintings took over the rest of the meeting and at 10.00pm it was agreed the remaining agenda items would be discussed after the service at 11.15am on Sunday, 23<sup>rd</sup> January. Proposed by Nicholas Rettie and seconded by Peter Jones, CCCG members agreed. The meeting finished with a prayer.</p> <p><b>Sunday, 23<sup>rd</sup> January, 11.15 am - continuation of CCCG meeting:</b>  <b>Attendees:</b>  Rev'd Heather Peters, Peter Jones, Nicholas Rettie, John Ancock, Brenda Morris, Karen Brown, Neil Davis, Lindsay Ancock, Deirdre Munro, Bethy Reeves, Louise Manners, Olwen Williamson.  <b>Apologies:</b> Paul Russenberger, Mireille Stanton, Mary Abel, Roger Parker.</p>	
7	<p><b>Continuation of Music Report:</b> Bethy Reeves enquired about the repair to the organ and was assured that this had been approved. She would also like to purchase more music copies of NH&amp;WS. She also felt that if required to accompany a soloist on the piano at a wedding or funeral, she should be paid an additional £85. Rev'd Heather suggested Bethy supply her with a list of her charges.</p>	BR/HP
11.	<p><b>MAP: Five Marks of Mission:</b>  <b>Tell – Noticeboards &amp; Newsletter –</b> Nicholas Rettie reported that he had not been able to make any progress for personal reasons but would re-energise the noticeboards and newsletter. Bethy has a friend who may be able to help with social media.  <b>Teach –</b> Karen Brown sent in her report prior to the meeting. Messy Church has proved very successful with 33 children attending on 8<sup>th</sup> November for Remembrance Day and 34 attendees on 6<sup>th</sup> December for St Nicholas Day. The 10<sup>th</sup> of January Epiphany did not go ahead due to lack of helpers but 16 bags of craft productions to complete at home were handed out to children who called in at Christ Church on the day. Future Messy Church dates are 7<sup>th</sup> February Candlemas; 7<sup>th</sup> March Lent, 15<sup>th</sup> April Good Friday. Searchlights has restarted.  <b>Tend –</b> no report  <b>Transform –</b> no report  <b>Treasure –</b> The Green Group consists of Judith and Heidi Russenberger, Deirdre Munro and John Ancock. Judith emailed the Group's report before the meeting and Deirdre spoke on her behalf. Registering for Eco Church is in hand at the moment. The Group requested that CCCG commit to the use of sustainable products and foods where possible and the Catering Team is in agreement. The proposal was agreed by the CCCG, proposed by Peter Jones and seconded by John Ancock. The Green Group asks that the CCCG consider pledging its commitment to fossil fuel divestment, i.e. to stop investing in fossil fuels, this would then be taken to the PCC, then the Deanery and on to the Diocese. Following a discussion that included the comments that companies like B.P. are investing in alternative sources of energy we will revisit this at a future meeting with a more thought through proposal.</p>	
12.	<p><b>Christ Church Community Hall &amp; Rooms:</b>  There was no report on this occasion.</p>	
13.	<p><b>Parish Warden's Report:</b>  Mary Abel told the CCCG at the first meeting that she had nothing further to add.</p>	
14.	<p><b>Any other business:</b>  There was no further business except to reiterate that the small group under Mary Abel's guidance would prioritise the proposals for the Edward Steer's legacy before presentation to the congregation.</p>	
15.	<p><b>Dates of next meetings:</b></p> <ul style="list-style-type: none"> <li>• 16<sup>th</sup> March 2022</li> <li>• 18<sup>th</sup> May 2022</li> <li>• 20<sup>th</sup> July 2022</li> </ul>	

	<ul style="list-style-type: none"><li>• 21<sup>st</sup> September 2022</li><li>• 16<sup>th</sup> November 2022</li></ul>	
<b>16.</b>	<b>Closing Prayer:</b> The meeting closed with a prayer.	

**Next meeting: Wednesday, 16<sup>th</sup> March 2022 at 7.45pm**