

# Parish of Mortlake with East Sheen

## Minutes of PCC Committees

COMMITTEE NAME:	DATE OF MEETING:
Christ Church Consultative Group	18 <sup>th</sup> January 2023 at 7.45 pm in Church

ATTENDEES:
Rev Jonathan Haynes, Team Vicar; Deirdre Munro, Churchwarden; Karen Brown, Treasurer; Brenda Morris, Secretary; Peter Jones; Louise Manners; James Lloyd-Thomas; Nicholas Rettie; Roger Parker; Celia Catchpole, Parish Warden.

### HEADLINE

Ref. item number	Headlines/ decisions action points	Action
4	<b>Matters Arising:</b> The PCC has approved the request to apply for faculties for the defibrillator, and tree works.	
6	<b>Safeguarding:</b> KB to circulate code and link to Southwark Website.	<b>KB</b>
9	<b>Steers' Legacy:</b> Report to be presented to PCC on 30 <sup>th</sup> January.	<b>NR</b>

**Next meeting: 22<sup>nd</sup> March 2023 at 7.45 pm in Christ Church**

No	Item	Action
1.	<b>Opening Prayer:</b> The prayer was said by Rev Jonathan Haynes	
2.	<b>Apologies for absence:</b> Apologies were received from Tom Coxhead, Olwen Williamson, Graham Corbishley, Mireille Stanton, Lindsay Ancock, Neil Davis.	
3.	<b>Approval of Minutes of 16<sup>th</sup> November 2022:</b> The minutes were approved, proposed by Peter Jones and seconded by Roger Parker.	
4.	<b>Matters arising:</b> The PCC has approved the request to apply for faculties for the defibrillator, and tree works.	
5.	<b>Health &amp; Safety:</b> Nothing to report.	
6.	<b>Safeguarding:</b> Lindsay Ancock was unable to attend the meeting but reported that Graham Corbishley, and Louise Manners have both completed DBS clearances. She is still waiting to see documents from a couple of people before she can complete their checks. Some people have still not contacted her for a number. It is all very easy to do online now. If people have not completed an online level 1 safeguarding training yet, she urged people to do so. Tom Coxhead has emailed the choir members pointing out that they should be aware of their safeguarding responsibilities now there is a minor singing in the choir. Jonathan will update the church posters for safeguarding and add the Southwark website with code and link. Karen offered to circulate to the CCCG.	KB
7.	<b>Vicar's Report:</b> <ul style="list-style-type: none"> <li>• Christ Church 160<sup>th</sup> Anniversary to go ahead in 2024</li> <li>• Christ Church Patronal Festival is still under review with the Parish. Choral Eucharist on 18<sup>th</sup> May, Sunday, 21<sup>st</sup> May joint choirs and All Age Service on Sunday at 10.00 am.</li> <li>• Twelve people have signed up for the Reflection Day. The MAP will be discussed.</li> </ul>	
8.	<b>Music Report:</b> Tom Coxhead sent in the following report: "The Christ Church organ is a fine example of a reasonably large instrument built by William Hill and Sons in 1864. Unusually for the time (or indeed most Hill organs) it was only built with a short compass of 54 notes. The tonal quality of the original Hill pipework has been preserved, and any additions (such as the extended Posuane rank) are sympathetic to the character of this. As is the nature of instruments built into a three-sided organ chamber, it speaks very directly into the Chancel, but struggles to project down into the main body of the church. Regrettably, the organ case in the Chancel has received significant damage at floor level in recent times, including fire appliances being screwed into the casework. Tarquin Wiggins has maintained the organ for many years, and has overseen the latest works. However, with Tarquin's relocation to Herefordshire, and a number of issues with the organ that have not been corrected, it seems right to consider alternative arrangements for the maintenance of our instrument. Much of the electronic workings of the organ and console are less than ten years old, but there is an undue number of faults for a system of its age. While some have been rectified relatively easily, others persist. On Wednesday 11th January, Gary Owens inspected the organ by my invitation. He was able to successfully diagnose and begin to correct several longstanding faults with the organ, and offers a competitive maintenance and tuning package. Gary looks after a number of notable instruments across the UK, including many in London. Gary and his team have recently finished a significant project to complete the intended specification of the Hill organ at Shrewsbury Abbey. Broadly speaking, and aside from issues of electronics, the organ is currently in good working order and can be maintained as such over the next few years; however, the soundboards have not received any significant attention since their installation in 1864 and are	

	<p>nearing the end of their working life. Works previously undertaken to the organ have been piecemeal, and as a result the internal layout of the organ is now disordered and difficult to access for maintenance. The traditional leather-lined wooden conveyancing for the wind has also at some stage been abandoned and replaced with industrial plastic tubing, which is significantly noisier. The chamber and pipework are also in dire need of cleaning. There is no question that the organ will require a full restoration (or rebuild) within the foreseeable future, necessitating the entirety of the instrument to be removed for restoration off-site. The maintenance of the organ can be broken down into the following timescale: Short term (within the next 12 months). • Installation of lighting and hand-rails in the organ chamber (improvements for H&amp;S). • Cleaning of the organ chamber. Medium term (within the next two years). • Replacing the Swell box mechanism. Long term (within the next 15 years). • Cleaning of the pipe work. • Refurbishment of the soundboards. • Refurbishment of the winding system. • Recasting of the Mixture stops. The above works are the essential or basic areas to ensure there is a working, viable musical instrument to support the music at Christ Church for successive generations. However, these works required in the long term also open up the possibility of exploring more exciting options that exceed mere 'as-is' restoration, that will considerably improve the scope and safeguard the long-term life of the pipe organ for the future and ensure it is equipped to accompany liturgy and act as a recital instrument. • Renovation/replacement of the soundboards to extend compass of the organ to 61 notes (to match the console) either with new pipe work, or to prepare for pipe work at a later date. • Rationalisation of the organ chamber layout including returning the Choir division to the main level of the pipe-work and improving access. • Restoration and remodelling of the case-work including cantilever to help with projection of sound out of the Chancel. Even a basic restoration of the organ is a large and expensive project. In order to explore as many options as possible, it is good stewardship to begin to prepare plans while the organ is still maintainable. I would recommend that a timeline is set for this project in order to fundraise as necessary, and to avoid the organ's declining to complete failure in the next twenty-five years".</p> <p>The CCCG will need costs before works can go ahead.</p>	
9.	<p><b>Steers' Legacy:</b></p> <p>NR reminded the CCCG of the instructions given to the project group last year to draw up a list of priorities and a clear plan for presentation to the congregation. A Condition Report had been commissioned, and the conservator, Cliveden Conservation, submitted a detailed and informative plan, together with budget costs for the work broken down into different options.</p> <p>The development of this report highlighted the desirability of tackling the lighting at Christ Church. It was noted that the current lighting is expensive to run, difficult to maintain, and incompatible with our ecological intentions. Being a 25-year-old system it lacks the range of settings and moods now possible with modern lighting. It is difficult to see the Chancel ceilings due to the glare.</p> <p>The group sought the agreement of the meeting to</p> <ul style="list-style-type: none"> <li>- Develop a project plan to tackle the lighting throughout Christ Church</li> <li>- Develop a project plan to carry out conservation work on, initially, the 'Canopy of Honour'</li> </ul> <p>Tackling the lighting first would mean that the disruptive, dusty and possibly intrusive work of installation would be completed, and cleaned up, before embarking on the delicate and refined work of painting conservation. It will also allow us to see the ceiling properly and to judge more easily the extent of conservation work desirable.</p> <p>The project plans will detail the how, when, by whom, and at what costs. Once complete the CCCG will need to approve the implementation of the projects, and refer the plans for approval to the Parish and the DAC, as appropriate. Any such</p>	

	<p>approval will be made within the context of the wider plans for the regeneration and revival of Christ Church under Jonathan's guidance and leadership, and within the context of the generosity of Edward Steer's legacy.</p> <p>The meeting approved the availability of £5,000 fund to cover any reasonable expenses the group might incur in finalising the project plans. It was agreed that the group should expedite the work with the intention of completion in time for the celebrations planned for 2024.</p> <p>A progress report will be given to the PCC on 30 January. It was also agreed that a progress report should be given to those members of the congregation interested, perhaps after a 10.00 a.m. Sunday service.</p> <p>The way forward was proposed by Deirdre Munro, seconded by Paul Russenberger and agreed by the CCCG. There was a vote of thanks to Nicholas and the project team.</p>	NR
10.	<p><b>Treasurer's Report:</b>  Karen circulated her report prior to the meeting.  Parish Finance overview – next meeting 15.2.2023.  Income &amp; expenditure surplus £13,878  Points to note:  Setting of fees for weddings and funerals 2023  Salary increase from January 2023  Ratification of payments in Appendix 1 - proposed by Roger Parker, seconded by Nicholas Rettie and ratified by the CCCG.  Please note these are draft and not final accounts awaiting invoices, payments and quite a few adjustments between the parish and CC accounts, also this does not include energy costs.  Donation to Christ Church, Brixton Road by members of the congregation £100 in addition to food already delivered.  Collected £290.35 for London Churches Refugee Fund. Now topped up to £300 due to an online donation.  Toilet twinning £105.  <b>Donations received this year:</b>  Legacy from Sheila Ann Young £1,000.  <b>Expenditure from Donations Account:</b>  Adverts for DOM £829  Chasubles net £900  Garden bin from garden fund £270  Edward Steers to be reclaimed from parish £7,543  Planned Giving: There was nothing to report from Peter Jones  Parish support fund pledge (the amount the parish gives to the Diocese) remains at £290,000  St Mary's has increased the default amount of the Goodbox card reader from £5 to £10.  It was decided to increase payments to Teba and DOM by 8% in line with the London Living Wage – Teba from £70 to £75.60 per week and Tom from £8,200 to £8,856 per annum. Alex, caretaker, London Living Wage increase from £11.05 to £11.95 per hour. It was also agreed to give a £100 one off cost of living payment to Teba and Alex with their January salary. Proposed by Roger Parker and seconded by Paul Russenberger – all in favour.  There was a vote of thanks to Karen for managing the accounts.</p>	
11.	<p><b>Churchwardens' Report &amp; Fabric Update:</b></p> <ul style="list-style-type: none"> <li>Christmas services were well attended. Although numbers are not back to pre-pandemic levels it was still wonderful to see the church so full again. Comments and feedback have been very positive. A report is being prepared based on feedback from Welcomers involved in the services to inform this year's services and ensure that hitches are identified and that they run as smoothly as possible.</li> </ul>	

	<ul style="list-style-type: none"> <li>• A retiring collection was taken at most of the Christmas services for the London Churches Refugee Fund.</li> <li>• The church was well used in December. Holly Lodge Centre held their Christmas concert and have booked again for this year, Sheen Gate Choir held their winter concert, the Royal Ballet School, Tower House School seniors, and Sheen Mount School all held Christmas celebrations in the church, and the Vicarage Nursery School gave a presentation of their Nativity to the Wednesday service congregation.</li> <li>• A Christmas lunch in mid-December aimed at the Wednesday congregation and open to others was hugely enjoyed. Many thanks to Mireille for organising that and to Tom for playing for the carol singing.</li> <li>• The Epiphany post service party with bubbly and galette de Roi 'bake-off' was a lovely addition – thank you Jonathan for that.</li> <li>• More Welcomers/sidespeople are being recruited to build up the numbers – we were short of Welcomers for some of the Christmas services which put an added burden on those who could cover – please do consider volunteering as a Welcomer.</li> <li>• The gutters were cleared in late November which dealt with the waterfall in the south-east corner of the nave and leaks in other parts of the nave.</li> <li>• The smart meter was not installed; we await a report from the company as to how we go forward with this.</li> <li>• We are tightening up on health and safety and safeguarding and to that end all church activities on or off the premises must have a risk assessment prepared, and updated on a regular basis, with copies held in the churchwardens' file.</li> <li>• There is some evidence that Michael Rich is visiting the church again. He is prohibited from entering any church in the borough; if you see him please report to a churchwarden so the police can be informed.</li> </ul>	
12.	<b>MAP: Five Marks of Mission:</b> Jonathan reported that there had been an Epiphany party for the choir and he hopes to hold informal parties for the various voluntary groups. The St Nicholas Chapel has been set up for children. The noticeboards are ongoing. The Away day is on the 18 <sup>th</sup> March. POST MEETING NOTE: Twenty-one people have now signed up. The Patronal Festival will be firmed up soon and advertised in advance.	
13.	<b>Christ Church Community Hall &amp; Rooms:</b> The heating is not working too well, otherwise there was nothing to report.	
14.	<b>Parish Warden's Report:</b> There will be an energy audit at All Saints on Friday, 27 <sup>th</sup> January, and afterwards at Christ Church. The cost will be £300 each. Agreed by the CCCG. All Saints are engaging a Web Designer to make their website more user-friendly.	
15.	<b>Any other business:</b> <ul style="list-style-type: none"> <li>• Nothing further has happened over the mobile phone mast.</li> </ul>	
16.	<b>Dates of next meetings in 2023:</b> <ul style="list-style-type: none"> <li>• 22<sup>nd</sup> March 2023</li> <li>• 14<sup>th</sup> May 2023 - CC Annual Congregational Meeting</li> </ul>	
17.	<b>Closing Prayer:</b> The meeting closed with a prayer led by Paul Russenberger.	
	<b>There being no further business the meeting ended at 9.30pm</b>	

**Next meeting: 22<sup>nd</sup> March 2023**