

PARISH OF MORTLAKE WITH EAST SHEEN

MINUTES OF PCC COMMITTEES

COMMITTEE NAME:	DATE OF MEETING:
St. Mary's Consultative Group	Wednesday, 6 th September 2023

ATTENDEES:
The Revd. Canon Dr. Ann Nickson (Chair), Sarah Coggins (Churchwarden), Anita Larsen (Churchwarden), Ginny Waterkeyn (Churchwarden), Ian Bright, Hugh Crook, Peter King, Perry Kitchen, Matt Pass, Ben Stokes, Celia Catchpole (Parish Warden)

	HEADLINES/ACTION POINTS	PERSON RESPONSIBLE
4	Tower/cupola repairs – check extent of work required	AL
4	Electronic payments facility for coffee – investigate options	IB
7	Environmental/green improvements – follow up suggestions and request quotations	GW
8	Hugh Crook leaving end of November	

1. **Welcome and Prayers:** .
2. **Apologies for absence:** Ed Coke, Katie Lee, Jen Loudon, Kate Woodhouse and Beccy Legonie were unable to attend the meeting.
3. **Minutes of previous meeting:** The minutes of the meeting held on 13th June 2023 were presented and accepted by the meeting with no amendments apart from correcting the date of St Mary's Day to 10th September (rather than 10th June).
4. **Matters arising:**

Boiler control (upstairs) and repair of tower fire alarm – no progress yet, partly due to holidays.

'Open' flag – a double sided replacement was approved for purchase.

Repairs to tower woodwork – quotation received from Jim Kugele. **Anita** to check with Francis Ring-Davies whether all works listed are necessary.

Gadget for coffee money electronic payment – **Ian Bright** to look into SumUp. It is likely that a mobile phone number will need to be associated with any account.
5. **Recent Services and Events**
 - 5.1 **Mortlake Garden Party (25/06):** The event went well, co-hosted with Mortlake Community Association.
6. **Future Services and Events**
 - 6.1 **St Mary's Day (10/09):** The celebration of St Mary's Day will take place on Sunday, 10th September with an evening service featuring combined choirs.
 - 6.2 **Harvest (01/10):** St Mary's will celebrate Harvest on Sunday, 1st October, with the service followed by the traditional outdoor barbeque. Gifts will be sent to Glass Door. **Sarah Coggins** will arrange the sign up sheet for helpers/food for the BBQ
 - 6.3 **Quiz Night (14/10):** The annual social evening featuring the quiz will be held on Saturday, 14th October at St Mary's. Quality Fish can provide the food, although the ticket price needs to be increased to £15.
 - 6.4 **Memorial Service (05/11):** 3.00pm with tea served afterwards
 - 6.5 **Remembrance Sunday (12/11)**
7. **Plans for Dividing Doors and Legacy Funds**

Dividing Doors: Ginny reported that the architect has agreed to put together a pack to help with preparation of the faculty application. This had not been received at the time of the Consultative Group meeting, however, the DAC was closed over the summer so the delay has had little impact.

Architect re. Environmental Audit: The Parish Architect's environment audit report had included several suggestions. The two with the greatest impact (lighting and heating in the church) were not viable due to the very high cost. Other projects that could be considered included solar panels, double glazing and insulation. The solar panels option may only be suitable for the rooms rather than the nave – **Ginny** will source a quotation, which should help in making a decision whether or not to take matters further in this direction. She will also look into the costs for secondary double glazing (rooms) and insulation. Although these two items would be largely not visible, they may have an appreciable impact if implemented, particularly in the Wigan Room.

8. **Director of Music:**

Sadly, Hugh will be leaving at the end of November as he is moving further away from the area. The post has been advertised and Hugh offered to check among his contacts as well. Perry expressed his thanks for the work that Hugh has accomplished during his time at St Mary's.

9. **Treasurer's Report**

Normal income and expenditure to date has been in line with budget and we still expect to break even in 2023.

We paid £2,147, to Nicholson Engineering in respect of a check and maintenance visit for the bells, and we are still awaiting recovery of £1,400 from the Surrey Association of Bellringers. The balance has been met from the donations account, which holds funds for bells.

As previously reported, the swell section of the organ has been overhauled at an estimated cost of £2,500, to be met from the legacy fund; but no invoice has yet been received

	£K
Donations fund	16.6
Legacy fund	111.1
Tower fund	4.5
Churchyard fund	<u>16.2</u>
Total	148.4

	£K
Of which the legacy fund comprises	
Berners-Lee	55.6
Harrap	25.0
Finzi (residue)	15.0
Holding (residue)	0.3
Ray	<u>15.2</u>
Total	111.1

9. **Safeguarding**

Matt Pass will work with Anita to renew her DBS certificate.

10. Reports

10.1 **Team Rector's Report:**

There is no further news on Matthew Watts. The Group sends prayers and best wishes.

Mortlake Hall: the paper from Kate confirms the rationale for merging Mortlake Hall and MCA. The Consultative Group has the opportunity to comment.

Michael Rich is likely in the area again. Currently he is not permitted to enter the churches in the parish.

10.2 **Churchwardens' Reports:** The inventory needs to be checked and updated. Perry will forward the latest electronic version to Anita.

10.3 **Parish Warden's Report:** Celia reported that Holiday at Home went very well. Going forward, the committee needs new members and it is hoped that St Mary's will be able to help in this regard.

11. **Any Other Business:** .Mortlake Hub is re-starting and volunteers would be very welcome.

12. **Volunteer for coffee:** Ben kindly agreed to make coffee and refreshments at the next meeting on 7th November.

13. **Date of Future Meetings:**

Tuesday, 7th November

2024

Wednesday, 24th January

Tuesday, 12th March

ACM, Sunday, 19th May
(after 10am service)