

Meeting Notes of Christ Church Council

Wednesday, April 17th at 7.30 pm in Christ Church Mews

Present: David Rawlings, Judith Bishop (Chair), Jonathan Stead, Nick Wells (Chair of Trustees) (*Part*), Carol Hussey, Maggie Willans, Morny Davison, Malcolm Wall, Emma Elliott (Clerk), Lucy Humbert, Pauline Swaby Wallace.

1. Opening Prayer

Jonathan opened the meeting with a prayer.

2. **Apologies:** Sarah Jones, Jane Hoe, Jane Nicholson, Brenda Wall.

3. Vacancy Management Group (VMG) Update

Nick was present for this part of the meeting and reported on progress.

An advert has been placed in the Church Times (paper and online) as well as the diocesan website. The person description and job role has been lodged with Denise Blake (Bath Archdeaconry assistant) who will coordinate the applications. There have been a small number of enquiries already. It was noted that there are lots of job advertisements currently, but only a small number of people looking for vacancies. However, we are in a more unique position in that what we are looking for is more unusual than a regular clergy vacancy.

The VMG will now turn their thoughts to preparing for shortlisting on 14th May. Applications close on 8th May. The interview panel will do the shortlisting.

There will be a visit by candidates on 4th June. Interviews will take place on 5th June. The trustees will meet the day after the interview panel has made a decision to either accept or reject the interview panel's recommendation. After this, the bishop will be consulted, the necessary checks (DBS etc) will be conducted and a contract of employment will be drawn up.

A question was asked – what if no one suitable comes forward or is interviewed. The process will be repeated but consideration will be given to what can be done differently, the most likely difference being restructuring the financial offering.

Nick asked members of council to use any contacts they have to get the advertisement seen as widely as possible. Thanks were offered to the VMG for their dedication and hard work on the process so far.

4. Meeting Notes from the last meeting

The meeting notes from the last meeting were accepted unanimously as a true record of the meeting.

Proposed: Jonathan, seconded: David

5. Matters Arising

4.2 Junior Church volunteers

No plans have been made yet for a meeting, but this item has not been forgotten about.

Action: Sarah and Emma

6. Minutes from the Trustees

Trustees minutes from the meeting of 25th January were circulated before the meeting and are noted by council.

7. Worship – Holy Week Services

Thanks were expressed to:

- the clergy team for conducting the Easter services.
- Mark and the choir / music team for all their hard work over Easter.
- Sarah Jones for putting together fun and engaging service for our young people on Good Friday.
- The bellringers. There were 21 ringers taking part on Easter Day.

8. Finance Report

The finance report was provided prior to the meeting. A copy is attached in Appendix I. Thanks were expressed to Zoe for the report. One question arose. How can we budget for one-off donations and what is included in this income line? Emma agreed to ask Zoe and report back.

Action: Emma

9. Annual Church Meeting (ACM)

A notice of the Annual Church meeting must be posted in church for at least 2 weeks prior to the meeting. It will be posted from this Sunday.

Action: Judith

There are three people up for re-election and all three are willing to stand again.

Both churchwardens are willing to stand again and must be re-elected every year. Nominations for warden must be received prior to the meeting. Simon Tatton Brown (Chair of Trustees) will take notes. Ordinarily the Priest-in-charge would chair the meeting. As there is no priest in charge currently, our Curate, Kara has volunteered to chair. The council voted unanimously in favour of supporting and commending this offer to the church members at the ACM. Those present at the ACM will need to agree on this recommendation.

Proposed: David, Seconded: Malcolm

10. Revision of Electoral Roll

The current electoral roll has been posted for 2 weeks and applicants to be added to the roll are requested. Members of the electoral roll must be a worshipping member of the congregation for at least 6 months. No one will be removed from the electoral roll unless they request it, or are deceased. The electoral roll will be revised with new applicants to the roll. This will be published in church from this Sunday.

11. Noticeboards on the west wall

Thanks were expressed to the team of people who had helped put up the new notice boards. Each board will have clear printed headings for official notices and will also have a nominated person who looks after the board displayed at the foot. David agreed to create some headings once a definitive list has been drawn up. Requirements are likely to be:

- Who's who
- Health and Safety
- Safeguarding
- Church Council
- Charities
- Events
- Eco church

Jude and Jonathan will draw this up and will check Angela the verger, as she has all the info that was taken down from the previous boards. This should ensure nothing is missed.

Action Jonathan, Jude, David

12. Mini fete

A suggestion was made by Jonathan that we hold a mini- fete later in the year. Dates were discussed in the meeting and it was felt that the Autumn would be best. This event will be to raise funds for church and it was suggested that a specific project would be a good idea. All were in favour of the idea and thanked Jonathan for the suggestion.

8. AOB

8.1 Safeguarding Policies

Policies have been revised recently. There are copies on display in the Lower Mews as well as in the main church building.

8.2 Open Table Network (OTN)

Some students have approached Simon Tatton Brown and would like the church to consider whether we could host services for the Open Table Network. Jonathan has researched this organisation and proposes that we explore this further with a view to Bath becoming an OTN partner. Both Oasis and St Stephen's may be interested in having some involvement, and this feels like a natural progression from our collaboration with those churches in hosting of an inclusive Carol service over the past few years. Our involvement with the OTN is likely to take the form of the organisation using our building for services (frequency still to be agreed). We may be asked to provide service sheets and possibly a fee for an organist. We would also need to have good representation from the congregation at any services that take place. All voted in favour of exploring this proposal further. Jonathan will speak to Simon and report back once more details have been discussed.

Proposed: Lucy, seconded: Pauline

8.3 Windrush

We will host the Windrush service, as usual this year on 23rd June. Pauline will be meeting with Peter next week to discuss this service.

10. Date of Next Meeting

The date set for the next meeting is Tuesday 21st May. The meeting closed with the grace at 8.41 pm.

Appendix I

Income and Expenditure - Council
 Funds Held in Connection with Christ Church in Bath
 For the 3 months ended 31 March 2024

Account	Actual (YTD)	Budget (YTD)	Variance	Budget (Full year)	Notes
Income					
Regular Donations	10,595	10,545	50	42,180	
One Off Donations	1,194	2,040	(846)	8,160	
Fundraising Donations	0	300	(300)	1,200	
Gift Aid	2,419	2,711	(292)	10,844	
Service Fees	917	250	667	1,500	
Events & Hires	325	960	(635)	3,840	
Cedar Tree Sales	161	435	(274)	1,740	1
Total Income	15,611	17,241	(1,630)	69,464	
Expenditure					
Charitable Activities					
Diocesan Contributions	4,125	4,125	0	16,500	
Pastoral Activities	36	150	(114)	600	
Choir, Organ & Music	746	750	(4)	3,000	
Junior Church	34	75	(41)	300	
Church Consumables	40	420	(380)	1,680	
Catering	451	540	(89)	2,160	1
Flowers	27	510	(483)	2,040	2
Merchant Fees	7	15	(8)	60	
Total Charitable Activities	5,466	6,585	(1,119)	26,340	
Support Costs					
Wages	5,367	5,006	361	20,024	3
Printing, Post & Stationery	950	1,350	(400)	6,550	
Licences & Subscriptions	0	0	0	554	
Telephone & Internet	200	260	(60)	1,040	
Cleaning	140	255	(115)	1,020	
Equipment	57	555	(499)	2,220	
Repairs & Maintenance	230	225	5	900	
Electricity	477	660	(183)	2,640	
Gas	1,463	1,620	(157)	4,400	
Total Support Costs	8,883	9,931	(1,048)	39,348	
Total Expenditure	14,349	16,516	(2,167)	65,688	
Surplus / (Deficit)	1,262	725	537	3,776	
Funds					
Funds brought forward	13,511	13,511	0	13,511	
Current year surplus / (deficit)	1,262	725	537	3,776	
Total Funds	14,773	14,236	537	17,287	

Notes

- 1) Cedar Tree Sales income and Catering expenditure only includes Cedar Tree activity up to first week of February as have not had time to check through the receipts & records since then.
- 2) Flowers expenditure very low as flower arrangers have not submitted expense claims yet for any purchases after first week of January.
- 3) Salary overspend relates to payments to Director of Music, Organist & Choir for a funeral service. These were funded by fees charged to the family (in Service Fees income), so this is cost neutral.

Zoe Bushell
 Treasurer
 14/04/2024