

Clare Baptist Church Meeting
26th January 2021 at 8.00 p.m. via Zoom
Meeting ID: 875 8351 4383
Password 01787

Opening Worship	Reading, hymn & prayer		PG
Practical			
Secretary	Welcome of new member – Peter Meyer Minutes of previous meeting 3 rd Nov 2020 Church Appointments List – (Appendix 1)	5 min 5 min 5 min	VS
Finance	Year End Position (Appendix 2)	10 min	CB
Church Life	“What Next” Comments on Christmas Activities Easter Activities - suggestions	10 min 10 min 10 min	PG ALL ALL
Maintenance	Update on: Church Heaters Church Guttering Church Kitchen (Appendix 3) Manse	15 min	VS JB JB
Ministry			
Bumps & Babes		5 min	SS/JSA
Fellowship			
House groups	Updates from leaders	10 min	ALL
Pastoral Care		15 min	PG
	A.O.B If you have any matters under this item, please give to Vivien prior to the meeting.		

Closing Prayers: If you would like to contribute to this in an active way by offering a spoken prayer please let Vivien know. It is difficult to manage this on Zoom, so advance offers would be helpful. Thank You.

Date of Church prayer meeting: 23rd February 2021

Date of Next Church Meeting: 30TH March 2021

Appendix 1

Church Appointments March 2021	
New Items in yellow, vacancies in green	
Baptist World Mission Representative	Cheryl Trundle
Bumps and Babies	Julie Adams, Sarah Sainsbury
Children's Advocate	Tom Shaw
Children's Advocate Deputy	Helen Stanbury
Church Cleaner	
Church Directory Compiler	Janet Shaw, Colin Barrable
Church Library Organiser	Elvena Dew, Joyce Jenkins
Churches Together Representatives	Les Day, Janet Shaw
Church Without Walls	Peter & Rita Bateman
Coffee Rota	
Communion Preparation am	Anne Barrable, Elvena Dew,
Communion Preparation pm	Rita Bateman, Suzanne Peck
Covid-19 Task Force	Diaconate? + others
Crèche Co-ordinator	
Communications/IT Co-ordinator	Tom Culpin/Paul Graham
Data Controllers	Diaconate
DBS Verifier	Paul Graham, Vivien Sargeant
Diaconate	
• Secretary	Vivian Sargeant
• Treasurer	Colin Barrable
• Deacons	John Baillie, Gillian Johnson, Cheryl Trundle
EBA Representative	Cheryl Trundle
Evangelical Alliance	Elvena Dew
Evangelism/Outreach Group Leader	Paul Graham
Café Church Co-Ordinator	Elsa Day
Fair Trade Representatives	Vicky Graham, Vivien Sargeant
Fire Issues Co-ordinator	Geoff Snowling
First Aid Co-ordinator	
Flower List Co-ordinator	Elvena Dew
Gardening Team lawns	John Sargeant, Les Day
gardens	
Hall Lettings	Vivien Sargeant
Health & Safety Officer	
Home for Good Co-ordinator	Lucy & Dan Kidd, Lorna Hayes, Julie Adams
Home Mission Fund Representative	John Sargeant
House Groups Coordinator	Paul Graham
House Group Leaders	Elsa Day, Vivien Sargeant, Tom Shaw, Janet Strellis, John Baillie, John Sargeant, Sarah Sainsbury (Youth)
Independent Examiner (Church Accounts)	Martin Snowling
Ladies Fellowship	Vivien Sargeant
Legal Advisor	David Sykes
Lighthouse Gang	Jane & John Baillie
Magazine Editor	Rita Bateman
Magazine Producer	Janet Shaw
Maintenance Team	Les Day, David Hastings
Minute Writer Church Meetings	Cheryl Trundle
Mission Awareness Committee Leader	Cheryl Trundle, Paul Graham

Musicians Co-ordinator	Jenny Catton
Notice Sheet / Website	Sarah Sainsbury / Paul Graham
Pastoral Care Team Leader	Paul Graham
Pastoral Care Team	Jenny Catton, Les Day, Elvena Dew, Lucy Kidd, Suzanne Peck, Janet Shaw
PA Coordinator	Tom Culpin
Prayer Chain Co-ordinator	Paul Graham, Vivien Sargeant
Pulpit Supply	Elsa Day
Safeguarding Co-ordinator	Vivien Sargeant
Sunday Club Co-ordinator	Vicky Graham
World Day of Prayer Co-Ordinator	Anne Barrable

Appendix 2

CLARE BAPTIST CHURCH	December 2020		12	
	Year to date		Mths Budget	
Receipts & Payments				
Balance In Hand 01.01.19 - General Fund				
Receipts				
Offerings		45,465.70	52,368	
GA Tax		10,302.64	12,952	
Mission Fundraising		634.50	1,464	
Donations Received		6,654.60	500	
Lettings		0.00	550	
Interest		89.86	150	
Misc.		300.00	100	
		63,447.30	68,083	
Payments				
Stipend/Pension Costs	31,248.84		31,216	
BU Pension shortfall	2,723.58		3,631	
Manse Costs	3,978.32		2,800	
Minister's Expenses	570.20		1,200	
Youth Worker	0.00		0	
Church Resources	1,321.22		600	
Pulpit Supply	0.00		150	
Donations etc	10,042.00		11,000	
Less Specific Donations	1,258.00	8,784.00		
Mission & Outreach		871.27	500	
Youth etc		242.50	500	
Printing & Staty		1,023.64	800	
Catering		99.80		
General Misc		772.18	1,500	
		51,635.55		
Fabric Maintenance	2,630.93		3,500	
Grounds Maintenance	400.00			
Cemetery Maintenance	1,248.00			
New Computer	777.41			
Cleaning	535.69		2,500	
Covid PPE/Cleaning	360.29			
Utilities	2,798.30		4,000	
Phone/Broadband	957.54		1,000	
Insurance	1,777.08		1,800	
Misc.	240.00		0	
		11,725.24		
Total Payments		63,360.79	66,697	
Receipts less Payments for the year		86.51		
Balance Brought Forward from Previous Year		17,773.01		
		17,859.52		
Fund Transfers		(2,000)		
Balance In Hand - General Fund		15,859.52		
Contingency Fund	16,000.00			
Designated for Improvements	10,000.00			
Communion Fund	430.00			
Traldcraft	169.09			
Other restricted funds	0.00			
		26,599.09		
Total Funds		42,458.61		
Bank etc Balances	Opening	Receipts	Payments	Closing
CAF Current	494.18	75,528.67	74,472.11	1,550.74
Car Gold General	17,543.87	-7,619.67	-6,000.00	15,924.20
Cash	0.00	156.78	156.78	0.00
BU Loan	24,190.40	79.27	0.00	24,269.67
Traldcraft stock	899.00	96.00	281.00	714.00
	43,127.45	68,241.05	68,909.89	42,458.61

Appendix 3

REPORT FOR CLARE BAPTIST CHURCH MEETING: January 2021

Information to support Kitchen Refurbishment proposals

Over the years, one of the strengths of CBC, recognised by members, attendees and those within our local community, has been its friendliness, hospitality and the welcome people have felt on entering the premises.

Sadly during this period of lockdown and the Covid-19 pandemic this has not been possible in the ways we were previously used to so the church has found other ways to support its members and the wider community. This time has given the diaconate and the maintenance team the opportunity to look at the fabric of the building, its layout, how it provides its various support services, and how we may prepare to meet the future situation, whatever form that may take.

In considering the kitchen update we, as a diaconate, need to ensure that we meet Insurance requirements; Health and Safety Regulations in respect of ventilation, waste disposal, slip and trip hazards; Gas and Electricity Regulations in respect of cooking and heating; Fire Safety; Food Hygiene Legislation for food refrigeration, preparation and storage, including hand hygiene, prevention of cross contamination and appropriate training for those involved with this, as well as routine equipment maintenance and overall cleaning and monitoring of the area and its equipment.

The current kitchen has been in situ with little refurbishment for the last 20 years. Whilst it has served us well it is in need of an overhaul in order to comply with pre-existing and new legislation which is the inevitable result of the current situation with Covid-19 amongst other things. Much of the fabric and equipment is old and no longer fit for purpose and the layout is not ideal for proposed future uses. Cupboards are in poor condition; some surfaces are chipped or damaged; there is no handwashing sink to comply with Food Hygiene standards; using a gas cooker is not the most environmentally friendly option; and of course the lack of a dish washer in times of enhanced infection control requirements is not acceptable.

We wish to thank Les Day for his continued oversight of the building in general and his comprehensive recommendations in respect of the kitchen refurbishment in particular, and for all the time spent on providing us with the information to assist us in our decision making. As a church we need to carefully consider the best way forward. It is important that we also ensure that any work undertaken is future-proofed to be acceptable in terms of any new plans we may have for the coming months and years and to comply with any existing or emerging legislation. To do this will require carefully considered planning, not insubstantial expenditure and applications for any available grants.

We have a unique opportunity at this time to be bold and step forward in faith to continue the witness of the church in this place and in this community. We would ask the meeting if they are happy to support the diaconate (and any other co-opted members with expertise who are willing to be actively involved) as they examine and assess various proposals to move this project forward.