

CLARE BAPTIST CHURCH
MINUTES OF CHURCH MEETING 26th JULY 2022

Chair: Vivien Sargeant

20 members attending

Venue: Meeting held in CBC and via Zoom.

Apologies: As noted.

The meeting opened with a reading from Philippians 4:1 and 4ff reminding us that we should stand firm, rejoice in Christ as he is our centre, take courage from his promises and he will give us his peace.

Minutes of the meeting held on the 31st May 2022 were agreed and signed as a correct record.

PRACTICAL

Secretarial

Safeguarding Policy Update

- A meeting had been held on 6th July 2022 and Best Practice Guidelines reviewed, explained and forms completed where appropriate. Leaders of various groups within the church were encouraged to familiarise themselves with the contents and what is required as the next steps. These are as follows:-
 - All group leaders need to complete the Self Declaration Form and Request for Reference Documents and return to CT as soon as possible if not already completed.
 - References for all groups leaders will be taken up by CT/VS
 - Once these have been received each group leader will be required to complete this documentation for each member within their group
 - As noted at the last meeting some people will belong to more than one group. It will only be necessary to complete the documentation once and for those with multiple roles they will be allocated to one specific person by CT/VS.
 - The leaders of each group will then be responsible for overseeing distribution and completion of the documents mentioned above, including reference details, and volunteers across all groups will receive a Role Profile, a Volunteer Agreement and a Code of Behaviour which they must read, sign and in some cases a copy will be retained by the group leader.
 - We would advise each group leader to hold a copy of the Best Practice Guidelines for reference.
- VS and CT are currently awaiting official confirmation from the DBS of their role as verifiers
- As such, once granted, VS and CT will be responsible for ensuring that all those involved in work with children, young people and adults at risk have been appropriately DBS checked.
- We will be adding some people who have not previously been DBS checked to the current list as a legal requirement; ensuring that those currently on the list are up to date; and wherever possible transferring them to an automated update system. The aim is that all on the list will transfer to the automatic update system.

Sabbatical Cover

- All emails to minister@... are currently being dealt with by John Baillie with assistance as required from VS/CB.
- Calls to the Manse landline are being redirected to the church mobile, held by members of the diaconate.
- Tim Hayes is updating the church website and weekly news. He advised that from now the weekly notices, containing information on the Sunday service (preachers, themes, whether Zoom will be available etc), will be sent out on Saturday PM. Anyone wishing to include information for dissemination should contact TH via email.
- The deacons will meet on 9th August to discuss affairs, especially the financial situation as outlined below.

Finance

- All church members had received a copy of the Finance Discussion Document (attached with the minutes) for consideration prior to the meeting. CB went through the report for all those present.

- In summary our monthly outgoings are £5200 with an income of £4500, leaving a monthly deficit of at least £700. This means that without action, by the end of the year we will have used a large portion of the Contingency Fund to cover expenses leaving us in the future, unable to pay our Minister, or rising energy costs.
- PG and the EBA are aware of the situation.
- It should be noted that any future fund-raising events such as Books & Butties etc. are NOT to boost our own coffers but to ensure that outside donations are covered (HYFC, House of Joshua etc) rather than taking them from the General Fund which is required for other outgoings.
- Various comments were received from those present. It was suggested that this document might present a situation where we had to choose between a minister or continuing our agreed donations. In light of all the work PG does on behalf of CBC the opinion was that we did need a minister. A form of Gift Day to ask for donations to support our chosen charities was also mooted.
- CT and CB reiterated that we had agreed that 10% of our offerings would be given to Home Mission (whose funds support churches who are unable to pay full costs for ministers, building improvements etc) whilst BMS World Mission supports those who work abroad for the BU.
- VS felt that PG would be reluctant to stop these donations.
- Les Day suggested a letter is sent to the whole membership (and regular attendees) asking for feelings, opinions and suggestions, to give the diaconate some guidance on the way forward so they can discuss this more fully at the next deacons' meeting and subsequent Church Meeting in September.
- Rita Bateman shared the story of The Widow's Mite from Mark 12, which she felt God had laid on her heart.

The meeting then paused for prayer regarding the current situation and asking God to show us the way forward.

Maintenance

- John Baillie was not present so we were unable to discuss progress on the outstanding issues which included remedial action on the sanctuary heaters; heating in the back hall and LHG room; the garden shed; and the church Spring clean and decorating.
- **Garden Work:** VS reported that TM Tree Solutions have completed work on hedges and shrubs and trees surrounding the Old Manse.
- Reminder re garden working party (volunteers welcome) at 2pm on 28th July and 9am on 8th August 2022.
- **Organ Repairs:** An assessment had been completed by John Cole (report attached). In summary some adjustments have been made to improve function but that it was in relatively good shape given its age, and no further remedial action was recommended at present. This is good news and gives us a baseline from which to work if further problems are apparent in the future. Thanks to Janet and Jenny for their work on this.

MINISTRY

- **Holiday Fun Days:** First session held today with 16 adults and 25 children. A good time was had by all and appreciated by the parents although tiring, noisy and not exactly according to plan! Thanks to those who prayed and helped throughout the church. However particular thanks are recorded to Ruth and Abi Ridgway for the way in which they led the story and games which such enjoyment and skill.
- Invites are being distributed for the BBQ on 21st August from 10am onwards. John Baillie in charge of cooking, Elsa Day co-ordinating salads, puddings etc. Any other volunteers would be welcome, please see VS or JB.

AOB

- **Drop-In COVID Vaccination Clinics:** To be held in various locations in Haverhill, see VS for information.

The meeting closed with prayer at 20.40 hours.

Deacons' Meeting: 7th August 2022 CBC at 8pm. JB to lead devotions. Graeme Ross in attendance

Next Church Meeting: 27th September 2022 CBC at 7.30pm Graeme Ross EBA Regional Minister in attendance.

Signed:
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Date:
Clare Baptist Church Meeting Date: 26.07.2022