



THE VILLAGE
METROPOLITAN
COMMUNITY CHURCH

**Agenda for the meeting of the board of trustees
Friday March 6th 2015**

1. Opening Prayer.
2. Apologies: Nigel and Wendy.
3. Minutes of the last meeting
4. Items for A.O.B
5. Reports:

Monthly

Pastor's

Treasurer's reports

Quarterly (Next due April 2015)

Stewardship Team

Events Team (First meeting scheduled for March 8th)

Mission Team

6. Any Other Business
7. Safeguarding
8. Health and Safety
9. Charitable Status
10. Budgeting and pledge forms.
11. Pastor's stipend / Expenses.
12. A.O.B.
13. Closing Prayer

Minutes of the meeting of the Board of directors held Friday February 06 2015

At Ann and Linda's Southwick.

Present: Michael Hydes (Chair), Ann Wilkinson (Treasurer), Keith Fish (At Large), Jean Hatton (laydelegate and safeguarding) **Apologies:** Wendy Foster (Secretary), Nigel Utting (vice chair)

Order as per the agenda.

1: MH opened in Prayer at 7.30 pm

2: Minutes of last Meeting none

3: Items to be added to A.O.B a: Sunday Collection (AW)

b: Board Roles (KF)

c: Set up and refreshments (JH)

4: Reports Pastor's report as distributed

It was clarified that the 'Group space' mentioned in the report relates to the space used by the LGBT network group which is having to vacate the current premises used.

Accepted prop KF sec AW

Treasurer's report. Balance at current date £844.63.

MH spoke to four reports that we need to compile for MCC on attendance and finance.

For the time being MH will complete and return these.

There is a need to encourage regular giving by standing order, and gift aiding donations.

(See item 10). By doing this cash collections should be small and could be used as a petty cash account with the larger bills being paid from the bank account direct.

Many of the Bills to date have been paid by MH. AW to reimburse these from the cash currently held.

The papers for completion by board members have arrived from the Bank, MH to check them and identify what each needs to do and distribute accordingly.

It has been identified that some generous givers are giving anonymously which means we are losing out on the gift aid which could be claimed. Until the stewardship team is in place it was suggested the MH talk to the church about this. (MH)

No other teams active so no other reports.

MH advised that the event team was due to have its' first meeting very soon.

5: A.O.B

a: It was felt that the Sunday collection is erratic, and asking for refreshment money with general giving was not working.

Tax can be reclaimed on Tea money as a bulk, so this can be collected separately.

We Need a sign re putting Sunday gifts into gift aid envelopes, and making envelopes available for the purpose. (KF)

b: Board and lay delegate roles need to be clarified and responsibilities identified. It was suggested that each board member, and lay delegate, write down how they see their roles and we can then look at these together and define roles. Board members to email these to MH before next meeting to be distributed. (KF, AW, NU, WF, JH, MH)

c: It was identified that the idea of the set up team doing the refreshments as well was not practical. Simon and Linda have indicated that they are willing to do the refreshments each week. This solves the issue.

It was also suggested that we have a set up and take down check list so that there is consistency. (MH)

It was pointed out that some of the big armchairs are heavy to move. Those on set up must feel free to ask others for help to move heavy items.

6: Safeguarding There was no confidential business, but it was noted that there is a need to be aware of any negative voices in the congregation. It is all our jobs to show by example that lessons have been learned from the past. Also we all need to be aware of what is happening among attendees, and any safeguarding issues that are seen must be raised with the safeguarding officer or the pastor as soon as identified.

7: H&S Front and back doors need to be open during the service for access.

We need a first Aid box and accident book. (MH)

We need to identify any qualified first aiders who are willing to be named as such for church.

8: Network Gathering. This to be held later this year in Bath. MCC are paying for the Pastor and lay delegate to attend, though they may have to pay accommodation costs.

9: Charitable Status NU is looking into this, and this will be looked at in detail by the stewardship team once set up. (NU)

10: Budgeting and pledge forms MH spoke of need to work to budget. To make this process easier we need to have an idea of the gifts that members intend to gift on a regular basis. This also help with collecting gift aid. MH has produced a 'pledge form' which was looked at. Some alterations were decided upon. This form would be for an individual and would include the relevant gift aid declaration. MH will revise and redistribute. (MH)

11: Pastor's stipend. The board need to look at the Pastor's stipend and contract. NU as Chair will be asked to co-ordinate this discussion. We need to decide on a figure that we would ideally pay a full time pastor. Then look at what we can afford to pay each month. That way we can see clearly how we are doing in terms of what percentage we are actually paying.

MH has been happy with the contract he had with MCC Brighton and we need to look at that and adapt if necessary for our own needs. (NU)

12: JH closed the meeting in prayer at 9pm

Board of trustee meetings are the first Friday of every month, except December and August. Quarterly reports are due at the January, April, July, and October board meetings. If you are not able to attend a meeting please appoint a proxy. They will not be eligible to vote but will represent your opinions and add their voice to the meeting.

Pastor's Report - March 6th 2015.

We're officially a month old! We've now had five worship services at the *Somerset Day Centre*, with attendance ranging from 7 to 24. We have a worship service format that seems to work for us, although there was a good suggestion that we have a song between the prayers and communion. Rather than change the format I'm hoping that whenever the service celebrant chooses to add a song that we can simply add one in, creating greater diversity and choice in communion styles for celebrants. I would like to see greater lay involvement in worship and my hope is that it will happen after we've done some training.

We continue to connect with the community and had a table at the *LGBT Network* open day. Thank you to Simon, Jean, Maggi, Chris, Keith, and Robert who all gave their support. It was good to see the Major and his wife again, who remembered many of us fondly.

Chris and I have now moved into our new apartment and are beginning to enjoy village life. It was lovely to walk to the *Older and Out* gathering and the *LGBT Community Safety Forum* evening instead of having to take the car or rely on public transport. We now have a suitable space with which to offer mid week gatherings and I'm looking for ideas. A '*Theology Coffee Evening*', '*Book Club*', '*Bible Study*', are only some of the ideas put forward.

I am planning a worship planning day, and will bring forward dates after the events team has met and I have a better idea of what we will be focusing on over the coming months.

Thank you to Linda and Simon who have volunteered to coordinate refreshments. It was too much for someone to set up, take down, and do refreshments. Linda and Simon noted this and have volunteered to take this on. Thank you both!!

Alas, health issues have meant that I haven't been as active as I would have liked over the past month, but I am slowly improving and should be up to speed within the next couple of weeks.

Michael

PASTOR'S EXPENSES : March 6th 2015

Somerset Day Centre Rent April 4 wks	144.00
TOTAL	144.00