

ST. AUSTELL METHODIST CIRCUIT
MINUTES OF THE CIRCUIT MEETING HELD AT ROCHE ON 28TH MARCH 2017

DEVOTIONS were led by Rev Stephen Caddick and included a reading from John 12.

WELCOME Members were welcomed to the meeting, including Mrs Pat Thomas from Bethel and Mr Chris Benney from Bugle, who were attending for the first time.

APOLOGIES were received from Rev Danny Wheadon, Messrs T Barker, J Blake, G Bray, B Hawken, H Hawken, S Hunkin, A Sanders, O Sleeman, G Thornton, A Tregilgas, and T Warren; Mesdames M Adams, A Arnold, F Cole, A Crook, M Keam, J Ketch, S Mitchell, J Northcott, P Ould, S Rabey, L Raven, D Robins, J Warren, R Webb, A Whetter, D White, S Williams and E Yelland. (46 trustees and 3 additional attenders signed the attendance register.)

LETTERS OF SYMPATHY OR CONCERN A letter of sympathy has been sent to Mr Maurice Sandys and the family of Miss Doreen Cloke.

MINUTES OF THE PREVIOUS MEETING (8th December 2016) These were agreed and signed after two small amendments were made. (*Mrs L Foster had been omitted from the apologies list and Mrs N Hewett had been present at the meeting, but was mistakenly included in apologies.*)

MATTERS ARISING

A Food Hygiene Course has been arranged for 27th May at St John's. John Keast will send the necessary details to the churches.

BUSINESS

1) PEOPLE

a) Update on Mrs Sally Wheadon's training for the diaconate (*Mrs Sally Wheadon*) The training is going very well and Sally is now more than half way through her course. She spoke highly of her experience so far at Queen's College; she felt the ecumenical dimension to her training there was very beneficial.

b) Staffing of the Circuit for 2017-18 (*Rev Stephen Caddick*)

The circuit is delighted that two presbyters will now be joining us in September, especially as Rev Steve Wild had said it was unlikely St Austell Circuit would even get one. We shall be welcoming Rev David Hart to take pastoral charge of St Andrew's, Mount Charles and Polgooth and Rev Paul Parker, a probationer, to take pastoral responsibility for Bethel, Bugle, Stenalees, Roche, Whitemoor and Nanpean.

In the year beginning in 2017 Rev Stephen Caddick will have pastoral charge of Carclaze, Gunwen and Trinity as well as being Rev Paul Parker's mentor in his churches. Rev Danny Wheadon will have pastoral charge of Lostwithiel, Par St Mary's, Tywardreath, Leek Seed, Tregrehan, Treviscoe and Indian Queens. John Keast will remain the pastor at St John's and Carne Hill. There will inevitably be more changes in September 2018 when Rev Danny leaves the circuit and will probably not be replaced. The circuit will continue to employ Mrs Sheila Allen, Mrs Ann Arnold, Mrs Sheridan Pengelly and Mrs Sue Battison in their lay roles for another year beginning in September 2017, but the contract of Mr Jon Lewis will not be renewed. (Mrs Carole Thornton and Mrs Debbie Eade will also continue in their long-standing roles.)

Liaison with Rev David Hart and Rev Paul Parker (*Mrs Anne Keast*)

Anne will be the circuit steward liaising with the incoming ministers. For the time being they only really need dates for their diaries, especially for the autumn period, so churches should let her have any dates to pass on to them. Nearer the time when they arrive she will pass on things like notices and minutes from meetings. There will be a short time between the manses at Mevagissey and at Bugle being vacated by tenants and the date when the new ministers will move in, so Richard Holman, our manse steward will probably be glad of some assistance then. Meanwhile, the circuit is grateful to Richard for the hard work that continues at the Mevagissey manse.

Anne also mentioned that the circuit is grateful to Jon Lewis for his work with young people and intends to continue to support youth work when he leaves us. Jon has suggested that we find a few people to be 'youth champions' to encourage and support youth initiatives.

c) Safeguarding (Mr John Keast) The Creating Safer Spaces training must be refreshed in 2017 and several in the circuit have now received training in order to deliver the new refresher course. There will also be a new module for those who have not previously been on the original foundation course. A number of courses will be organised from 10th June. The venues and dates will be finalised very soon and details sent to churches after Easter. Churches will also be sent a list of which office holders and other categories of people in our churches will need to do the refresher course or a first foundation course.

2. FINANCE (Mr John Keast)

a) Audit of the 2015-16 Accounts

This audit was much more stringent than previously because of a new auditing regime as a result of Charity Commission requirements. All individual church accounts had to be sent to the auditor as well as circuit accounts and the annual report for the Charity Commission had to be written before the audit could be completed. John thanked Debbie Eade for her help in preparing the accounts. The auditors pointed out a number of issues:

- A few invoices had supporting invoices missing, but these have since been retrieved from computer records.
- A more rigorous system of checking invoices before making payment was advised, so now Mr Bernard Goudge as an independent person from those directly involved in the accounts is seeing and signing invoices before they are paid.
- It was noted that the circuit pays some of its trustees for the work they do, including the ministers. This is not usual in charities, but it is permitted in the Methodist Church. However, it is necessary to set out how this is managed in a written policy. A policy was now presented to those at the meeting and approved unanimously. (*See the policy included in the minute book*)
- The need for a current contract for John Keast and Richard Holman as trustees was pointed out. John's contract has now been updated and signed. Richard has decided to resign as a trustee, so there is no longer an issue in his case.

b) Approval of Annual Report and Accounts 2015-16 and Reserves Policy 2017-18 Copies of the

Annual Report, Statement of Account and Reserves Policy were available at the meeting for each church. Those present were asked if they would like to see a run through of the detailed accounts on the screen, but they did not think this was necessary. John proposed that the above be accepted; this was seconded by Mr Max Richards and agreed unanimously.

c) Setting a budget for 2017-18 A draft budget was distributed (*included in the minute book*).

Expenditure is estimated at £308,684. The increase from £222,667 is accounted for largely by the increase from two to four presbyters in September 2017. Expenditure on presbyters will increase from £97,600 to £181,000. The decrease in expected income from £263,000 to £246,000 is largely explained by the fact that two manses will no longer be let. There is no proposal to increase the total circuit

assessment from £230,000. The expected deficit in 2017-18 is £61,884, which is one eighth of the Circuit's Trust Fund. However, staffing costs will be sustainable after 2018, if Rev Danny Wheadon is not replaced when he leaves in August of that year. A likely deficit in the following year would be £11,145 with smaller deficits in following years of £1,145 if the total assessment is then increased in 2019-20 to £240,000. It was proposed by Rev Stephen that the proposed budget be accepted and seconded by Mr Andrew Cotton. This was unanimously agreed.

d) Agreeing assessments for 2017-18 The proposed assessments were circulated (*included in the minute book*), including comparisons with previous years and including the relevant membership and attendance figures. The proposed assessments were based half on membership on 1st March and half on average attendance at the main Sunday service, as in the current year. Alternative bases for calculating the assessments were discussed when the administrator met with church treasurers, but it was decided that any change should not take place at short notice and merited much more discussion and careful reflection. Rev Stephen proposed that the proposed assessments be accepted; this was seconded by Mrs Julie Hubbard and agreed unanimously.

John Keast and Debbie Eade were thanked for their hard work in preparing the proposals and the figures involved.

3. PROPERTY (*Mr John Keast*) (*See the written report; additional points are listed below.*)

a) Gunwen (*Mr Ivan Phillips*) A drain has been put in around the chapel and scaffolding is up. Cement has been taken down from the walls of the school room. New electrics will be installed. The grant from the Heritage Lottery Fund of £209,500 will be announced shortly and the loan of £30,000 from the circuit was necessary for the grant to be approved. It is hoped that the work at Gunwen will be finished by the end of August. The contractor is Reinhart Ltd. Rev Steve Wild will be available for the official reopening on Sunday 22nd October and Mr Gary Tregidga will organise a heritage day at Gunwen on Saturday 21st October.

b) Bugle Thanks were expressed to the circuit for the financial support given for the new windows.

c) Carne Hill (*Mr John Keast and Mr John Williams*) Formal consent for the projects at Carne Hill, which were explained in some detail, will be needed at a later meeting, but meanwhile there was unanimous agreement that loans of £20,000 to facilitate getting the projects underway and £50,000 so that the old building can be demolished, were unanimously agreed. This was proposed by Mr John Keast and seconded by Mr Max Richards. In the long run support may also be sought for grant aid for the new building and a church worker there. Thanks were expressed on behalf of Carne Hill to John and Rev Stephen for their support.

d) Indian Queens (*Mr John Keast and Mr Arthur Trenerry*) Formal support was unanimously agreed to the project to replace the church doors. Mr Trenerry explained the situation regarding the possible lease of the hall in some detail. The playgroup is asking for a lease of the hall and some of the car park for 21 years; although with a certain amount of reluctance, the church feels it should proceed with this as the playgroup is its only link with young people in the village. Considerable expense in upgrading the hall and the facilities in the church vestry and storeroom would be inevitable and circuit financial support would be needed. It was unanimously agreed to support this initiative in principle.

d) Manses Stephens & Scown has been employed to ensure that the tenancies at Bugle and Mevagissey end in mid-June. The manses can then be got ready for the new ministers. It was agreed to change the name of *Grey Gables* at Mevagissey to *The Manse*.

4. REPORTS OF CIRCUIT ACTIVITY

Written reports from Carole Thornton, the lay pastoral assistant in the eastern section, Sheridan Pengelly, the lay pastoral assistant in the western and northern section, Sheila Allen lay pastor for residential homes, Jon Lewis on Youth Work, Sue Battison on Children and Families Work, Dorothy

Grundon on Methodist Women in Britain and Carolyn Rowse on Local Preachers and Worship Leaders were received and approved. Some pictures of youth and children's work were also shown to the meeting. Mrs Noreen Hewett invited anyone interested to visit the Girl's Brigade at Leek Seed at 6.30 pm on Thursday evenings.

5. ACTION FOR CHILDREN

The committee will be reconstituted soon. The Strawberry Fayre will take place at St Andrew's in late June as usual. On the Family Fun Day at Trethurgy on 24th June there will be a fun run in fancy dress to raise money for Action for Children. The circuit service for Action for Children will be at St John's in July.

6. WEBSITE

The circuit website is being rebuilt. Any pictures and information for the website should be sent to Mrs Lyn Hawken or Mrs Debbie Eade. Lyn's son, Matthew, is rebuilding the new site.

7. ANNOUNCEMENTS AND INFORMATION

- a) Date of the next Circuit Meeting** will be 15th June at St John's at 7.15 pm (Car parking in the Priory Car Park will be free from 7.00 pm.) The meeting will include Holy Communion.
- b) Easter Celebration** *Jesus Christ Superstar* will take place on the evening of Good Friday, 14th April, at 7.30 pm at St John's. Admission will be free, but there will be a retiring collection for Christian Aid.
- c) Condolence books for Rev Joan Watson** should be returned as soon as possible to John Keast so that they can be returned to the family.
- d) Stephen Hatch** is starting his training on 24th April in Oxford and will be there until 5th July. He has a reduced budget and the first two years of his return will also be used to find funding for the following years. After 5th July there will be a commissioning service before he returns to Tanzania. A copy of the reduced budget can be circulated.
- e) Another Paediatric First Aid Course** is needed. Mrs Sue Battison and Mr John Keast will liaise to organise this.
- f) Responses to Mrs Jenny Collins** so that the District can be made aware of activities supported in our churches are still needed from some churches.
- g) Another Meet the Funders Day** will be taking place near St Austell on 27th April and there will be another near Looe in May. Details will be circulated when they are known.
- h) Circuit Fund Raising ideas** Mr Ivan Phillips suggested such activities as a safari supper might take place.

6. ANY OTHER BUSINESS

Roche Daffodil Day (*Mrs Sue Battison*) Knitters from the village of Roche will be displaying and selling the daffodils they have made on Saturday 1st April from 10.30- 4.00. Daffodils will be £1 each. There will also be a raffle, coffee, lunches of various kinds and cream teas available. Sale of the daffodils is for Marie Curie funds and other profits will be for chapel funds.

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