

Starbeck Methodist Church
Resources Team
Saturday 27 January 2007, 9.30 am - 12 noon
(continued Tuesday 6 February 2007, 7.30 – 9.30 pm)

NOTE OF MEETING

1. Present on 27 / 01 / 07

Julia Mosley (chair)	Ian Bailes
Geoff Wilkinson	Alan Johnson
Malcolm Binks	Colin Emerson
Keith Nowell	Rachel Batchelor (notes)
Aline Nowell	

Apologies

Chris Lynch
Brian Clarke
Edward Smith

Present on 06 / 02 / 07

Colin Emerson (chair)	Malcolm Binks
Geoff Wilkinson	Alan Johnson
Keith Nowell	Edward Smith
Aline Nowell	Rachel Batchelor (notes)

Ian Bailes
Julia Mosley

Chris Lynch and Brian Clarke have both tendered their resignations, in writing, from the Team. Letters to be written to both thanking for their contributions

Action: JM

2. Matters arising

Keith suggested that blu-tack isn't a problem if it's not left too long and is removed properly. Colin indicated that white-tack may be a preferable option. All agreed that either can continue to be used with caution as notices do need to be displayed around the Church.

Sundi Club bank account is now part of Church funds.

Ongoing maintenance issues in hand.

Dividing doors

Action: RB

Aline withdrew her resignation as Gift Aid secretary and agreed to continue in this role for up to 2 years to support the new Minister. A replacement will continue to be sought.

Training session has been arranged for the sound and media systems.

Julia researching litter picks and TV trolley

Action: JM

Keith passed on concerns from the organ tuner re the storage of equipment, like a drum kit, behind the organ. Agreed that when alternative space is found, such as the resources room, the drum kit will be moved.

3. Re-structure of Team

Draft proposal circulated in advance of the meeting. Lengthy discussion and amendments to proposal agreed. To be put to Church Council in February.

4. Property

- a) *Refurbishment Update* Malcolm circulated a report in advance of the meeting which indicates a breakdown of the £190,800.57 spent. £14,500 over budget. Malcolm proposed no further work for 6 months to allow settling-in period. Snag list to be sent to Rachel over these 6 months - for review at the June '07 meeting. Malcolm on sabbatical until April – Ian Bailes agreed to cover.

Action: IB

- b) *User Guide* Keith offered to assist Alan in producing this document. **Action: KN / AJ**
- c) Geoff reported new photocopier now installed and training to be arranged for usage. Agreed that no-one will be charged to use the new machine for Church use – 5p for private use. The book will be maintained as now to record general usage. **Action: GW / JM**

5. Finance

- a) *Treasurer report* Edward presented report. Collections are below budget. Lettings below budget but yet to invoice NYCC rent. Awaiting heating to settle down to know future costs. Photocopier bill for £700 looming. Organ work imminent. Fence needs completing. Repair budget £6000 to fund maintenance / repair schedule. Connexional – Starbeck continue to pay one donation to the Methodist Church Fund. Agreed no change to organist honorarium for time being. Colin proposed that the 'fund raising' line on the income side should show as 'deficit / shortfall' in future. Again, Starbeck's financial situation raised the same questions....how can we meet this deficit? This year we can use our reserves but what about next year? Do we just do essential repairs? How do we keep up the profile of regular giving? How do we address funding? All agreed that the communication about our reserves and the accounts (ie the deficit) needs to be handled carefully.

Edward proposed a re-valuation for the buildings insurance and to provide the necessary information to Rachel

Action: ES / RB

- b) *Gift Aid* Aline presented report which contributed to the above discussion about the gap between giving and revenue.
- c) *Link Magazine* Estimated this costs £600 per year currently. Need to review function of magazine, distribution, advertising, costs and so on. **Action: KN**
- d) *District Chair's Benevolent Fund* Agreed £25 per year

6. Health and Safety

Colin presented a Health and Safety Policy, Policy Statement and a Check & Action List. No Health and Safety Officer currently attached to the Team and no clear idea who will lead this work in the future. Brian Clarke has offered to contribute but not to take full responsibility. Policy agreed with the following addition: *This is a policy statement which we would seek to adopt in principle subject to the development of detailed procedures for its implementation*

7. AOB

- a) The Youth Club have approached Colin re storage issues – Colin and Malcolm have discussed and the Team agree that under floor is not appropriate. The Youth Club will be providing a proposal for under stage storage. Ian Bailes agreed to have a look at some damage caused by water ingress. **Action: IB**
- b) Room charges to go up in Sept 2007 in line with the improved accommodation on offer. Heating and energy charges to be estimated as a starting point and a proposal for the new charges to be brought to next meeting. **Action: KN / AJ**
- c) Malcolm reported that the Pierson family would like to donate some money to the Church some of which they would like to use to buy / plant a flowering tree in the front garden – all agreed a lovely idea.

8. Date of next meeting: Tuesday 17 April 2007 at 7.30 pm.