

Minutes of the TLG Meeting

Rangitikei Anglican Parish

Thursday 17th August, 7.15pm, St Stephen's Hall, Towgood Room

Present: Graham Conlon, Sue Wells, Jay Ayers, John Green, Caro MacArthur, Margaret Thompson, Sarah Judd (secretary), Kaitlyn Smyth (observer)

1. Apologies: Jay Ayers

Devotions: Group Exercise – where do you see the love of God

Graham talked about discipleship groups and plans for expanding these groups.

Opening business:

2. Previous Minutes 20-7-23

Chair moved that minutes from the previous meeting on July 20th were confirmed as a true and accurate record. Carried.

3. Matters arising from previous minutes

Matters arising that are not already on the agenda.

- Query raised as to whether the funds from the now closed Greatford St Martin's account have been deposited into AMSIF. Caro replied that this is a work in progress but we have received the money.
- Graham will ask Jay about the Turakina and Greatford electrical upgrades. The Hunterville congregation has a contact who will undertake the electrical work free of charge. Lesley Leary is organising this and Graham has specified to have this started by the 1st of October. Graham will check the progress of this job when he's present at the Hunterville service in September.
- Electrical tagging: Appliances need to be tagged every 1 or 2 years. Graham will check this timeframe and check the requirement. The suggestion was raised to send a volunteer on a course who would become qualified to do the testing and tagging. The course costs approximately \$400 and the qualification lasts for an indefinite period. This would be a very cost effective option in the long run. There would be a small charge to purchase the tagging equipment too. The tags themselves are probably more expensive.
- St Stephen's Church and Hall have already had appliances tagged at \$7 per tag. 40 items were tagged.

- If we choose the course option we're looking for a person who would find the course beneficial and complete the tagging around the parish for free. This could suit a retired parishioner, or person on the fringes of the parish.
- Greatford tree work – looking at another quote from the arborist to fix the issue which was created after the first prune.

4. Correspondence

- a. Letter from MCW council regarding nominees.
TLG talked about current nominees Prue Deighton and Ann Fowler. Graham shared the view that nominees should be regular church attendees. Sue will ask Ann if she is comfortable representing a church that she doesn't attend and see if she is in line with our vision and values. Caro will make contact with Prue to check that she is still happy to be our representative.

5. Finances – Caro/Graham

- a. Finance Report: We have received money from Greatford, and are working on getting this into the AMSIF account.
Caro is in contact with Teresa from FR Twiss and co, and they haven't finalised the exact amount of the bequest yet. Graham believes it is in excess of \$90,000.
Graham's directive is to place the money into AMSIF, as it's a bonus and hasn't been budgeted for. It would go into Rangitikei St Stephen's AMSIF account as there are no restrictions on this account.
Graham would love to get a group of representatives (3 or 4) together to form a committee and to decide where 10% of the bequest could be tithed too. It can be a charity; it doesn't have to be a Church. In principle we tithe on our income. Ideally the parish would be in the situation where we are self-funded through income, so that every piece of the giving is given away to the needy.

Profit and Loss – July:

- Giving is up from July 2022. The return from AMSIF is starting to look positive, due to global factors.
\$23,850.32 was gained across all our AMSIF accounts during the quarter April – June.
- On target to meet a zero balance at the end of the financial year.
- We are under budget.

- b. Graham has co-opted Michelle Tofts onto the finance committee. Michelle was the former treasurer at Christ Church Wanganui.

6. PiC Report – Graham

Graham read his written report, as below:

Well things are certainly moving at pace. Following our reconciliation service I have been spending time with various people some good some challenging. We have a great core group of people going forward and those are the ones that I am planning with and training. There are a couple of people who are still presenting challenging behaviour and I will continue to work through those.

Last Saturday at training day Sue, Margaret, Robin, Alison, Michelle, Adrian, Alistair and I met with +Justin to present what had been going on and the progress to date and what the next steps will be to come out of our current diocesan intervention. Justin was very pleased with our progress and didn't know what the procedures were but will take steps and let us know both the process and the timescale involved.

Michelle Tofts will be ordained as a transitional deacon, I have been given responsibility for her training and so she will be taking a much more prominent role. This is in keeping with our wider parish vision.

Nga Tawa services are now a regular fixture and I am planning to expand this to Huntley school.

- Sue Fordyce is managing the process to come out of the diocesan intervention.
- Michelle Tofts ordination will be in late November. Michelle will be taking the 8am service on the 1st Sunday of the month alongside Graham and then will take the 9.30am service.
- Adrian is currently helping out in the Oroua Parish as they are short on priests.
- Have had contact from Nga Tawa separate to Adrian and Michelle and the feedback is overwhelmingly positive, some feedback is from the students themselves.
- Marian Garret's robes and stole are being gifted to Michelle, which is lovely and very fitting. Graham suggested we should gift her a Filament bible from the parish. Usually we would have purchased the robes and stole.

7. People's Warden Report – Sue

Sue is still attending services around the parish and talking to people. Each location seems to be happy. There is a significantly more positive attitude.

8. Property Sub-Committee – Jay

- a. General Property Update: To be discussed at the next meeting when Jay is present.

- b. Property Plan needed – Sue

Sue read through the document that had been previously circulated via email. She has been concerned for a long time about the lack of checks and maintenance being undertaken, especially at the unused Churches.

She shared that in Bulls we don't hear a lot about the grounds etc – we hear more about property maintenance from the toy library.

Huntermville's property spokesperson is Lesley Leary.

Graham thought that the property volunteer role at St George's Turakina could be something that James Middleton would be happy to take on.

Graham will ask James about whether he would be happy to take responsibility for the maintenance and upkeep at Turakina, by means of reporting on it regularly. A team of people would carry out work 3 or 4 days before the service, or tradespeople would be contracted for bigger jobs.

Concern was raised around finding groups of people to do the jobs.

Turakina has a Tollemache fund instead of an AMSIF account. There is \$91,000 available.

Jay is yet to hear about the tree from Linda.

- c. St Stephen Hall Roof Repair:

Sarah gave a run down on the background around the state of the roof and the historical leak. Cobham's have not replied after numerous attempts requesting a re-quote. The money we had received from Dudding Trust was used elsewhere. Sue to find the exact amount that we received from Dudding Trust trust for the roof.

Graham specified the current rules for applying for Dudding Trust funding. We firstly need quotes, then add on a certain percentage to allow for variance when applying for funding. Once the job has been completed, receipts are to be sent in as proof.

In Jan/Feb next year Graham wants assessments carried out by tradespeople for things/assets that need fixing or maintenance work done. Then funding will be applied for from Dudding Trust in June.

It was suggested that we ask Richard Ellery of Richards construction and Mitchell roofing to look at and quote on the work needed on St Stephen's Hall roof. To ask for a General Roof Assessment.

The state of borer in St Stephen's Church has escalated. It was decided that a borer bomb should be done when suitable. Scaffolding may be needed for this to be effective. Sarah to get a quote. Garyz Pest Control was suggested and have been used in the past. We can also ask about using our own scaffolding, if this will reduce the cost.

d. Turakina Hall Roof fix:

Sarah explained the issue with the leak at St George's Hall and explained that this was temporarily repaired last year, but a more permanent repair is needed. The internal doorframe is now badly sagging, exposing wires and water is pooling on the floor after some downpours. A quote was requested from Mitchell roofing for the permanent repair at the time, but was not received. Sarah has since been in touch with Nathan from Mitchell roofing who is hoping to do a new quote for us. Sarah to ask Richards Construction for a quote too. It is good practice to get 2 quotes.

e. Poplars around gravesites at Tutu Totara:

Jay and John have been out to Tutu Totara to look at the poplar issue. 4 or 5 have sprung up around the gravesites. It's very wet underfoot at the moment. John and Jay will work together and trim the poplars in Summer.

9. Health and Safety – Jay/Sarah

a. Risk Manager SSP – St Stephen's Church. Group Exercise.

Sarah explained what risk manager was used for and then talked about the site safety plans that need reviewing and approval from the TLG. Sarah explained about the local controls for hazards and the group started reviewing these through discussion and making changes as need be for the St Stephen's Church SSP. Due to time constraints only some of the plan was reviewed. It was decided that a sub-committee of TLG needs to go through and review these another time. Sarah, Sue and Jay were nominated for this group.

The security of St Stephen's church came up in conversation, we look to relace the lock on the church door with a yale lock for security reasons. Change lock on St Stephens. Same as hall door. Gra check Sanson, Alison check Bulls

Sue, Jay and Sarah to meet and finalise these.

- b. First Aid Courses for Clergy. Graham will send anyone in clergy who feels they need a certificate to go on course. Alison, Graham, Michelle and Adrian. Graham ask at clergy meeting. Ngaire to also be asked. First aid kit in vestry – green box with white cross sign.

10. Administration

- a. Reconciliation letter to Tim and Kim. This is something that Justin asked. They were aware of and invited. Sue has drafted a letter and thinks we should send this out. Graham read this out. Graham will sign on behalf of the parish.
- b. Bank signatories
 - i. Applying for Credit Cards. Discussion about who's name is on the credit card.

General Business

Synod is coming up. Last time Margaret canvased the clergy and checked to see who would go. Won't do this this time. We authorise Margaret to have all synod funding and we will pay for her travel expense. PC authorise Margaret an accommodation allowance. Will look into how this works. 14-15th of October.

Graham on leave from 22nd Sept to 4th Oct.
Margaret to give a report post synod.

11. Closing Business

- a. Date for next TLG meeting
 - Thurs Sept 23?

Meeting closed at 9.32pm

These minutes are deemed a true and accurate record:



Signed by chairperson:

Date: