

Minutes of the TLG Meeting

Rangitikei Anglican Parish

Thursday 25th January, 7.15pm, St Stephen's Hall, Towgood Room

Present: Graham Conlon, Sue Wells, Margaret Thompson, John Green Sarah Judd(secretary) , Jay Ayers

1. Apologies

Devotions: Graham gave a brief summary regarding the services held around the Parish over the Dec/Jan period. The Nine Lessons and Carols service was a big success - 65 attended, Midnight mass was attended by 28, Christmas Day and Christmas Eve services went well too.

Activity held based on where God's been working in your life.

2. Previous Minutes 16-11-23.

Two amendments to be made - Kaitlyn's surname and Jay to be added to the attendee list. All in favour of these changes being made. Graham moved as chair that the previous minutes of the meeting held on the 16-11-23 be received as a true and accurate record of the previous meeting provided the above changes are made. Motion carried.

3. Visioning Exercise:

Graham summed up that it was a great exercise and said looking into the new year the Senior people's vision is about prayer. We are looking at who do we pray with, what it's about etc. There will be an active prayer component in congregations.

A visioning exercise will be held on the 4th of February at St Andrew's, Bulls for the Sanson and Bulls congregation. There are plans to take a visioning exercise in Hunterville later down the track. Graham is really encouraged by the response that he is getting.

4. Matters arising from previous minutes:

- Graham has put the TV's in place
- The sub-committee group charged with deciding on the bequest tithe could consist of those who attended the visioning meeting. **Graham to email meeting attendees to invite and organise the meeting of this sub-committee.**

The figure of money is \$9,000. There was a conversation about supporting a local school. There was a view raised in that supporting secular education vs. Private education i.e. Anglican could be of concern.

More conversation followed.

Graham may speak to the Mayor and ask if their a community project that would like our funding.

5. Correspondence

- a. **Tea & Tot's Letter from Jess Glasier (request to be read):** Letter was emailed to Rev. Graham on the 14th of November – Jess has since asked for the entire TLG to read the letter. Rev. Graham read out the letter for all of the TLG to listen to.
On behalf of the parish, Sue, Ngaire and Sarah formally farewelled Laura, Jess and Laurie and acknowledged their contribution with gifts.
- b. **Email from Sarah Judd, re Playgroup as a Ministry Group received Dec 2023.** Rev. Graham added to the agenda this correspondence.
Graham read out this letter.
Graham said that he endorsed everything that Sarah wrote in the letter. He clarified that this group once running will be a management task for Sarah to handle, and a Spiritual task for Graham to handle. Graham told Sarah to be generous and accommodating.

There was positive discussion on the ways that this playgroup could be effectively run. Jay suggested promoting the playgroup through other Churches communication networks.
- c. **Margaret Thompson – Synod Rep resignation letter:** Graham stated that we have received Margaret's resignation letter as Synod Representative.
- d. **Alison Stewart – correspondence:** Rev. Graham added to the agenda this correspondence. To be discussed agenda item 9.

6. Finances – Caro

- a. **Finance Report, including AMSIF report:** Caro informed the group that information on the 4th quarter for the AMSIF fund was still to be received. We have drawn down on various funds and have had that money deposited back into our main account which totals \$51,000. Interest that we gained from AMSIF in 2023 covered our entire deficit. The parish has marginally spent some AMSIF capital.
At our financial AGM in June last year the Parish agreed that expenditure and operational costs would be taken out of the AMSIF's capital; but haven't needed to do that. The Parish is under budget by approximately \$8,000 for the financial year ending Dec 2023.

Almost all of next month's meeting will be about the new budget which we will confirm when the TLG meets in February 2024.
Our next next AGM will include Vestry elections.

Caro said that we are very very blessed to have \$35,000 from Greatford and the large untagged Bequest received last year. The bequest funds have gone into the capital of AMSIF.

- b. **End of financial year '23 Summary:** covered above in a.
- c. **Members of the finance committee:** It was clarified that the members of the finance committee are Caro, Graham and Michelle. The finance committee meets on the first Thursday of Month.

7. **PiC Report – Graham:**

Graham gave a verbal report: Rev. Graham has been summoned to a meeting for the election of the new Assistant Bishop, which he will attend on the 10th Feb. All Clergy and Synod reps have been summoned. Graham will also be attending the Ministry Leaders family camp in March. Adrian and Michelle are taking the direct running of the family service at St Stephen's. Graham said that this means they're in charge of the direction of the service.

Alison continues to be in charge of the direction the St Andrew's, Bulls; and Graham has formally accepted an offer from Sam Schurman who will lead worship and preach on the second Sunday of the month at St Stephen's. Graham is enquiring with the Diocese about him acting as a priest as Sam is ordained as a Baptist minister. Sam and his wife will be involved. Their family will lead music and preach on the 2nd Sunday of the month under the direction of Graham as Priest and James Middleton as liturgical assistant. Sue Wells is also a great option as a lay minister. Graham will cover the service in Hunterville where necessary on the 2nd Sunday of the month. Margaret Thompson will take responsibility for the service on the 4th Wednesday of the month for Robin Pierce.

Graham also informed TLG that Bishop Justin, has requested Graham to run training in the northern part of the diocese for lay ministers within the Anglican Parish. This is starting in March. A large percentage of these parishes are run by the Bishop's warden. Other Clergy are happy to assist. We may see visiting lay leaders here in the Rangitikei.

Graham moves that his report be accepted. All in favour. Accepted

- 8. **People's Warden Report** – Sue has been liaising with parishioners, but services have been minimal over January.

9. **Property Sub-Committee – Jay/Sarah**

- a. Vicarage
 - i. **Tenancy Agreement:** Sarah read out a recently received letter/email from Property Manager Karen Leighton regarding a

screened family – Lambert/Longman/Karatau family, recommended for renting the vicarage. Jay reiterated as per his email that there are some flaws with the tenancy agreement (also sent to diocese) that the property manager has looked at. The main issue identified by Diocese and Jay is the term of the tenancy. This can be altered in conjunction with our Property Manager.

- ii. **Discussion around Alison renting vicarage as per correspondence to Rev. Graham:** Graham read out the letter received from Alison requesting that she be considered as a tenant to rent the vicarage. Alison would pay a maximum of \$310 per week. Graham said in this case, the Parish would act as the property manager. Alison would be Priest on call, which would be really advantageous. Graham left it up to the group to discuss possibilities and options for tenancing the vicarage.

Sarah advised that a criteria for selecting the tenant if it were not be Rev. Alison would be necessary. Jay recommended that no matter what the case a 1 year fixed term agreement would suit. Graham informed of some of the more technical requirements: Alison couldn't sub-let, but the Parish could. He also stated that the Diocesan position's is that the Vicarage is a House designed and built with hospitality in mind, Graham explained this well. The parish could potentially furnish other rooms, or the additional space could be used as storage.

Graham summarised the conversation this far in that the TLG is not committing to any party tenancing the vicarage as of the present moment. The first step is to get the tenancy agreement right as the fixed term agreement is a requirement of the Diocese.

In the scenario where Rev. Alison tenants the vicarage her MOU would be altered to include extra responsibilities such as responding to alarm callouts, in person enquiries after office hours etc.

The diocese will write the agreement for Alison if we like.

Graham asked that the TLG form a group of two or 3 to be in charge of this matter.

Sue and Jay volunteered to be responsible, along with Graham on deciding whether Rev. Alison's offer to tenant the vicarage would be accepted, as well as seeing out associated tasks and communication.

Graham will contact the Diocese to check if accredited clergy automatically get the right to rent put the Vicarage. Graham iterated that we will need to be clear with the current property Manager and have the conversation about reimbursing her for her time and work over the last couple of months. **The Chair moves that a small subcommittee will be tasked with exploring the possibility of Rev Alison Stewart taking up residence in the vicarage at 21 Maunder Street, Marton and this subcommittee will report back to the TLG within 10 days from the current date being the 25-1-24.**

On Tuesday Sarah will inform Karen Leighton, Property Manager (Bartley Realty) of what is being considered.

The tenancy agreement has been sent to Diocese and they have required a fixed term tenancy.

Jay has is sending through some suggestions regarding the tenancy agreement from Bartley Realty to Sarah.

Sarah will send out information about the Lambert/Longman/Karatau family to the TLG.

iii. Vapour barrier quote (quote 1 of 2):

Jay moves that we accept the quote from Retro Pro for the moisture barrier insulation for \$443.58, quoted for Bartley Realty on behalf of the Vicarage. Caro seconded. Motion carried.

iv. General update on progress:

Jay stated that the electricians have been through and have sorted the 4th bedroom. Jay needs the key for the garage, so the electrician can access the wiring. The electrician's - Portercom, will remove the old heater in the bathroom

v. Decide on criteria for selecting tenant: Agenda item no longer necessary and discussed above.

b. Beaver trees Quote for Bulls and Sanson:

At Sanson we need to look into NZTA's requirements regarding trees near the State Highway. The Arborist has advised that there is no urgent work needed on the plane tree overhanging the footpath right at the present moment. **Graham will talk to the Bulls congregation about their tree in the paddock which has some issues.**

Also noted was the tree at the entrance of St Martin's Church, Greatford – this is a small job that Jay is working on rectifying.

10. Health and Safety –

11. Administration

a. Vestry Elections update:

Electoral forms for people to fill in have been sent out as per what had been decided. The Priest in charge of the service the parishioner attends will scrutinise the attendance of the churchgoer and whether they meet the requirements to be a voting member of the parish. Graham will meet with clergy individually and look through the individual forms, in order to have these conversations around the authenticity of regular attendance etc.

Graham has formally sent out a request for Vestry nominations. There is one nomination to date.

b. EFTPOS use in Services:

Would love to find a way to have the Eftpos machine available at the back of the church for the offering. It would be useful for one off visitors too. More inclined to use the eftpos machine for special one offs. We are doing okay financially, was Graham's message. His heart is to pass the plate around and give to the poor.

General Business

a. Parish Car: Clergy said that they didn't want to use the parish car. Graham, will be using the parish car now and starting using this again in December.

b. Bi-Cultural Videos:

The Diocese is encouraging the whole Parish to view these videos, found here: <https://anglicanmovement.nz/videos>, which would be hard to do but possible. In the Wellington region there is a lot of angst around the origins of the diocesan land. Margaret has been doing some research around this. In the Rangitikei our land was donated from local farmers and has no controversial ties which is good news. Margaret and Sarah enjoyed looking in the history of the Parish and Diocese.

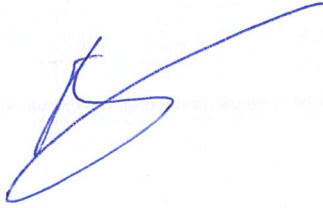
12. Closing Business

a. Date for next TLG meeting – Thurs 15th February 2024

Meeting closed at 9.50pm

These minutes are deemed a true and accurate record:

Signed by chairperson:

A handwritten signature in blue ink, consisting of a stylized, cursive letter 'S' with a long horizontal stroke extending to the right.

Date:

2/3/2024