

## MINUTES

| <b>Member Church</b>  | <b>Representatives Present</b>  |
|---|---|
| Calne Baptist Church  | Terry Mills, Sam King, Stan Woods (Secretary)                                   |
| Calne Methodist Church  | Lyn Cooper (new rep)  |
| Dayspring Church  | Carole West   |
| Church of England Parish of Calne & Blackland   | Kathryn Miller, Morcia Booton (representing Bob Kenway), David Munday (new rep) |
| Catholic Church of St Edmund  | Vincent Curtis, Elizabeth Hitchens (Chairman), Patricia Davies                  |
| <b>The Meeting was Quorate</b>  |   |
| <b>Member Church</b>  | <b>Apologies Received</b>   |
| Calne Baptist   | Francis Bosworth  |
| Calne Methodist   | Wendy Tucker, Derek Gard (Treasurer)  |
| Dayspring   | Dave Halls  |
| Parish of Calne & Blackland   | Bob Kenway  |
| Catholic Church of St Edmund  | Rob Pickford  |
| <p><b>Polite Reminder:</b> Clause 10 of the constitution states that. <i>“A quorum of the Committee shall be one representative of each Member Church. In the unlikely event of a meeting not being quorate, the minister and/or other representative of the absent member or members <u>are respectfully requested to check any decisions made in these minutes urgently and communicate their affirmation of them, or voice any amendments or objections to any of said content to the Secretary by email without delay, so that the business of the meeting can progress as intended.</u>”</i></p> |   |

### Welcome (Elizabeth Hitchens)

Elizabeth welcomed new representatives and all representatives introduced themselves.

### Opening Prayer (Vincent Curtis)

#### 1. Apologies (as attendance record above)

#### 2. Minutes of meeting held 13<sup>th</sup> October 2016

The minutes were approved by those present at the previous meeting.

#### 3. Matters Arising

- a. Non-Quorate Meeting 13<sup>th</sup> October 2016
- b. Non-Quorate Meeting 20<sup>th</sup> July 2016

It was agreed by all present that decisions and actions agreed at the last two meetings (being non-quorate) should stand.

It was further agreed that in future scheduling of meetings would avoid Tuesdays or Wednesdays.

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Dayspring agreed to attempt to appoint a second lay representative. However, the meeting agreed that if for any reason Dayspring was unable to attend, decisions should be ratified soon after the draft minutes distribution by email to the Secretary (as per the polite reminder in the Minute header).

**It was formally noted that:**

Morcia Booton has stood down as a rep. for the Parish of Calne & Blackland, replaced by David Munday. Rob Pickford has stood down as a rep. for the Catholic Church of St Edmund. A replacement to be determined.

With thanks to both for their service to the CPC.

- c. Week of Prayer for Christian Unity  
The opening event (prayer and lunch at the Methodist Church) was appreciated by those attending.  
Further events are in progress as listed below and as advertised in the "Diary of Events" and on [www.Calnexion.org.uk/CPC](http://www.Calnexion.org.uk/CPC)
- d. Open Advent Service – 27<sup>th</sup> November St Mary's Church  
Positive and appreciative comments were received. In particular the matrix of swaddling strips placed by everyone over the manger representing the interwoven nature of Christian unity.
- e. Christianity Explored (follow-up from St Marks Gospel)  
Calne Baptist ran one group which finishes this week – 2 persons attending.  
Parish of Calne (St Mary's) ran one group with 5 persons attending.
- f. Guinness Book of Records – 3<sup>rd</sup> December  
Wonderful achievement to beat the record – but some felt that the announcers made a panto of it. So many people dressed up in nativity story costume, and no mean feat to break the record the large margin achieved.  
Great for the town – enormous buzz – excellent local and national publicity!  
Sam proposed a letter of thanks to CTC and BSoc from CPC.  
**ACTION: Elizabeth Hitchens**
- g. Steve Dewar – Bob's contact with Head Teacher for John Bentley.  
Not known – add to agenda for next meeting
- h. Youth – Howard Marshall Meeting – new dates  
Send an email to all with dates  
**ACTION: Stan**
- i. Christmas Day Lunch – Town Hall  
Feedback received from guests and helpers indicated that it was much appreciated. There were 30 guests after cancellations and an almost equal

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number of helpers over the duration of the day, plus volunteer drivers who gave their time to transport guests to and from the lunch event.

j. "Open the Book"

Sam contacted the Bible Society rep (Val Ralston) and she suggested that she would come to provide an open briefing meeting to inform and encourage those who might be interested in taking part in "Open the Book". Members are requested to encourage as many as possible to attend the briefing session. After that Val would arrange a day's training for those wanting to commit to the activity.

The idea would be to invite schools to the meeting. Suggested approaching Holy Trinity and Marden Vale, St Edmunds Catholic Primary School - perhaps start with three schools.

**ACTION: Sam to approach Marden Vale,**

**ACTION: Steven Colby to approach Trinity (this was confirmed with Steven on the Sunday after the meeting).**

**ACTION: Vincent and Elizabeth to confer on approaching St Edmund's.**

The proposed dates were 23rd Feb or 1st or 2nd March.

It was agreed to go for the evening of **Thursday 2nd March** at Calne Baptist – time to be confirmed.

**ACTION: Sam to arrange with Bible Society**

k. Open Blue Bus

New bus is being converted – progressing as planned

Need another £9.5k to complete - grants applied for awaiting approval.

Due for completion in Summer 2017

Activities to use the bus needs separate funding.

Garaging urgently needed!

l. Westbury Cross Point visit

Sam plans to go and see it soon.

**ACTION: Sam**

m. Government Refugee Scheme

CPC are not pursuing this as a group. As per previous meeting minutes, individuals are encouraged to volunteers for existing schemes if they are able.

n. Ecumenical Group – The Wharf

Kathryn reported that the Wharf Group - have not yet chosen their subject for lent – Kathryn will publicise once known.

**ACTION: Kathryn**

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- o. Church Partnership Information Leaflet – Action  
Suggested asking Bob Kenway to approach Steve Colby when Bob is feeling better. *[See Afternote 1 below]*
  - p. Financial Procedures (Responses: Derek Gard, Terry Mills, Elizabeth Hitchens)  
Stan had received affirmative responses from Derek Gard, Terry Mills and Stan will speak to Derek Gard with respect to implementing them.  
**ACTION: Stan**
- 4. Chairman's Report**  
The chairman's report was circulated with the meeting papers and was taken as read.
- 5. Treasurer's Report**  
The Annual Accounts were attached to the meeting papers. Presented by Stan on screen in the Treasurer's absence.  
There was a question about one subscription being £60 pounds instead of £50.  
**ACTION: Stan to check with Derek and report back.**  
*[See Afternote 2 below]*  
The meeting approved the accounts subject to inspection by Louise Hale BSc Hons. MAAT, CGMA appointed by the meeting at Derek Gard's recommendation.  
**ACTION: Derek to pass accounts to Louise for inspection**
- 6. Election of Officers**
- a. **Chairman** – Elizabeth Hitchens (2<sup>nd</sup> Year) - agreed to continue
  - b. **Vice Chairman** - to be appointed (Methodist reps turn)  
New rep Lyn Cooper was not aware of this. It was agreed that she would – report back to Wendy Tucker to discuss.  
**ACTION: Lyn Cooper**  
**ACTION: Stan to put election on agenda for next meeting.**
  - c. **Secretary** – to be appointed  
Stan was asked if he would stand again as Secretary. He said that he would but wanted to say something about his year in office first.  
He felt that although he had for the most part enjoyed the role, he had been discouraged by the general lack of response by member reps (with "one or two" notable exceptions) to email correspondence and actions over the year. Stan presented a short document (attached to these minutes) that he hoped would help to improve things for the future. The document simply set out a Secretary's expectations of the membership and what the membership should expect from a Secretary.  
The meeting had no objections to the document and it was approved as a guideline to good practice.  
Stan was appointed Secretary for the coming year.
  - d. **Treasurer** – Derek having offered to continue was appointed for the

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coming year.

### 7. Prayer – Specifically for Christian Unity

Elizabeth led the meeting in prayer for Christian Unity.

### 8. Annual Ratification of Foundation Statement

The meeting read the foundation statement together committing to its precepts.

### 9. Dates for meetings during 2017

The following dates were set for meetings in 2017/18:

**April:** Thursday April 6<sup>th</sup> at Calne Methodist Church

**July:** Thursday July 6<sup>th</sup> at the Catholic Church of Edmund

**October:** Thursday October 5<sup>th</sup> at Calne Baptist Church

**January: AGM** Thursday January 18<sup>th</sup> at Church House Church Street

All meetings start at 7.30pm

**ACTION: Ministers to ensure their church is booked for these respective dates.**

### 10. Week of Prayer for Christian Unity 18<sup>th</sup> -25<sup>th</sup>

The details of the events during this week will be emailed to all again after the meeting.

**ACTION: Stan**

It was noted that the details are also in the “Diary of Events” and on the website [www.calnexion.org.uk/cpc](http://www.calnexion.org.uk/cpc)

### 11. Food Bank – Report

The Food Bank report was circulated with the meeting papers and was taken as read. A short discussion ensued about foodbanks.

Elizabeth suggested that the CPC write to Eleanor Bujalska (Methodist) the organiser re food bank with thanks for the service given and for the excellent report.

### 12. Good Friday

A discussion ensued about options for Good Friday and Holy Week in general. Sam to think about what could be done in holy week (not necessarily Good Friday) and email all with a suggestion.

**ACTION: Sam**

#### **Good Friday – Walk of Witness**

Agreed to start at the Catholic Church of St Edmund at – 9.30am and finish with a joint service at the Methodist Church at 11am.

**ACTION: Lyn to ask Wendy if they will host the joint service.**

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### 13. Pentecost

After some discussion it was agreed to pursue an event on The Green  
Possible dates Sun 25<sup>th</sup> June or Sunday 2<sup>nd</sup> July. Songs of Praise format  
suggested.

**ACTION:** Elizabeth to approach the Town Council for permission to use The Green.

**ACTION:** Someone to lead the organisation of the event (TBD)

**ACTION:** Elizabeth - following confirmation that the Green can be used -  
Hubert Dias to be asked to provide the music.

### 14. Churches Together – Framework for local unity in mission

As there was little enthusiasm at this time to consider major changes to Church  
Partnership approaches – action on this report was shelved for now.

### 15. Review of past year

a. Taize Service – The Catholic Church of St Edmund – 18<sup>th</sup> September  
Consider a similar service at St Mary's for Sept/Oct 2017

**ACTION:** David Munday to approach Bob Kenway about this.

b. Ecumenical Walk – 25<sup>th</sup> September

Consider asking Jon Forsyth to organise another with dates earlier in the summer.

**ACTION:** Elizabeth to approach Jon F

c. Retelling of Mark's Gospel – 20<sup>th</sup> September

This event was praised by all as being a wonderful presentation of the Gospel of  
St Mark.

### 16. Future Events including programme of dates

Mainly covered above

### 17. Any Other Business

Sam mentioned to the meeting about a field that Calne Baptist Church is in the  
process of selling, which will raise a significant sum of money and which may  
lead to redevelopment and possible refocussing of Calne Baptist resources in  
ways yet undefined. Sam asked all to pray for guidance for the church to use  
the money wisely.

Sam also expressed his desire for some presence in centre of town.

St Edmund is saving to send a sum of money to support Syrian refugees.

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### 18. Closing Prayer (Sam King)

#### **Afternotes (not being part of the Minutes)**

**Note 1: Churches Information Leaflets.** Kathryn emailed having completed her previous action regarding redesign and reprinting of Churches Information Leaflets. She phoned Steven Colby and he is happy to do the design work for a collection of information leaflets from all the Christian Churches in Calne. He works as a volunteer in the Bookshop (next to the Zion Chapel) and had been planning to work on this himself as they have been aware of the need for such an item for some while. Steven will contact Calne Evangelical Church and Calne Free Church (because he has contacts). Stan will circulate the Partnership members for their contributions. We are aiming for simple information that will fit on A5 sheets. Steven is happy for contributors to use his email address as above – I have other contact details if required. Kathryn says - I guess costs and funding will need to be discussed further – especially as it will not be a specific Partnership production in order to include all churches.

**Afternote ACTION:** Stan to request CPC members for their contributions to the information leaflets.

**Afternote ACTION:** Kathryn to follow up with Stephen.

**Note 2: Accounts Query.** Derek Gard confirms that Yes, one of our churches paid £60. There will be no charge from Louise Hale for examining the accounts.