

Clarence Park Baptist Church  
**CHURCH MEETING – Minutes**  
**SUNDAY 13<sup>th</sup> March 2022**  
Following the morning service

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1. **Opening Prayer** – Steve opened the meeting in prayer.
  
2. **Attendance**      Members: 37              Non-members: 3      Apologies: 15
  
3. **Minutes of Church Meeting 28<sup>th</sup> November 2021**  
Minutes had been made available at the rear of the church. Meeting approved the minutes.
  
4. **Matters arising – not covered elsewhere**
  
5. **Important updates:** Due to the focus of our meeting to inform about the issues relating to becoming a CIO (Charitable Incorporated Organisation) only important updates from the following will be taken.
  - a. Secretarial updates - by Elisabeth S.
    - i. Membership Issues: reported the Death of Margaret Chant
    - ii. Deacons' elections and AGM 2022 – have received 3 nominations the election by postal votes to be returned to Ruth F. Nominee profiles to be available for display in church. Voting closes at the end of April followed by results at the AGM in May.
    - iii. Nominations; Elis Speakman, Kaye Cooke, John Dawkins – Jayne Goodwin is stepping down from the diaconate.
  
  - b. Treasurers Financial Update - by Ruth F.  
Thanks expressed to our independent examiner and confirmed church annual accounts with Paul Salmon. Ruth advised that monthly regular giving is slightly under the budgeted figure. Confirmation £500 already sent to Ukraine appeal on behalf of the church and subsequent Individual donations will be immediately transferred to the appeal.
  
  - c. Fabric Update
    - i. Including update relating to heating in the sanctuary from the diaconate

Church matters

- AJ Smith electrical installers have been instructed to upgrade consumer meter cables in line with recent smart meter installation cost of £350-£400 +vat.
- Exterior lighting to have a new photo cell installed to manage daytime/night switching.
- Rear hall north west corner toilet walls - possibility of structural concerns with cracking to be confirmed by a structural engineer and a report to be made.
- Kitchen upgrades to include electric cooker and necessary electrical supply to be reviewed including ring mains. This may impact on anticipated rear church improvements and which are now on hold while these potential additional matters are costed.
- Church roofing storm damage is in discussion with insurers and nominated roofer PB Holyday. DJ Thomas will also provide a quotation which may have to include scaffolding.
- Church heating update – Paul advised that the current blown hot air system has been considered by Dunphy's Heating Specialists and has advised to use with open door ventilation to enable fresh air to be drawn over heat exchangers. Downside is that cold air will reduce life of the heat and blower units.
- A different system (using electricity which wasn't available when existing system was installed) could be a potential long term replacement costed approximately at £35-£45K.

Church Manse issues

- Manse central heating boiler back plate which supports heat exchanger needs to be replaced; Gary P has quoted for approximately £400.
- Garden tree lopping to be undertaken by Hugh W.

d. Ministers Items

- i. Easter week details will be available shortly.
- ii. Renew Well-being Centre in Worle High Street is now ready, an opening prayer meeting is expected. If anyone who originally expressed an interest in supporting this please contact Steve
- iii. Ministerial student on summer placement - Fiona at Nailsea BC is expected in June and is training at Bristol BC. She and her young family to be at CPBC. One of her outreach initiatives is 'Park Church'.
- iv. Gospel Bayfest – leaflets have been distributed and available, event tickets available on-line or speak to Steve. A morning service to be held @CPBC.

- e. Safeguarding - BU documents are being updated and changes to church policy to be brought to the church meeting.

**6. CIO**

Charitable Incorporated Organisation. This is a continued piece of work that was began before the pandemic. You are encouraged to read the document relating to CPBC moving from being an Unincorporated Charity to becoming an Incorporated Charity. On the surface to many it will seem insignificant, yet the truth is this is of huge important in terms of understanding the church, its members and trustees' financial liability.

Peter P invited to take meeting through the document, answer questions and help us understand our next stage in moving this forward. For this process BU lawyers appointed, Peter P as liaison church contact.

- Who is CPBC – the church is people, how do we make decisions? Our church constitution underpins CPBC and legal structure. We are currently unincorporated association which means that individuals have named responsibility for repairs, expenditure etc., not overlooking any legal claims.
- A Charitable Incorporated Organisation has benefits to church and its people, a framework of a revised constitution provides the way forward to become a CIO.
- New CIO constitution sets up details of identity, activities and organisation such as leadership, deacons and finance.
- Next steps is to read the summary document, ask questions and clarify understanding. Pray for this change and a special meeting after the AGM will enable us to consider the CIO resolution and the process to register as a Charity Commissioner. Legal costs of around £3,000.

7. **AOB** – to be disclosed to the chair before the start of the meeting

8. **Close** - Steve prayed for individuals, families and fellowship. Also prayed for Ukraine and its people, for peace and an end to conflict.

**Meeting closed at 12.30pm**