

PETERSFIELD AREA CHURCHES TOGETHER

Co-ordinating Committee Meeting Minutes

TIME & DATE: 7.30PM Wednesday 16th February 2022

VENUE: Via Zoom.

Chair Ivan Huntington-Thresher

Attended: Jenny Ballinger, Ivan Huntington-Thresher, Will Hughes, Carolyn Barton, Jenny Parkes, Madeline King, Peter Hollins, Christine Tully, Josh Thomas, Jan Stuart, John Callaghan, Amanda Greenlee, Lindsay Clegg, Mike Harris.

Purpose of meeting:

A forum for 'communion' and communication between PACT churches, PACT organisations and local Christians, to facilitate events aimed at increasing opportunities for joint worship, witness and work between PACT churches.

1 Introduction, Bible reading and prayer.

Ivan opened the committee meeting with the Methodist Church Central's daily reading: Matthew 6, verses 19-21 and a reading from the commentary.

2 Apologies for absence

Christine Trainier, Simon Mason, Helen Mason.

3 Matters arising from the last meeting on 17th November 2021 and AGM

- Comments on the minutes: there were none.
- History section of the website - Simon Mason and Steve Field plan to meet later in February to continue work on this.
- Amendments to the constitution - Ivan will action this a.s.a.p.
- Planning the Christmas lunch for 2022 – Ivan H-T plans to meet with Marika and Katie so that plans can be made earlier in the year. Christine Tully reported that Marika would like a 'wash-up' meeting to review the lunch in 2021 for all those who were involved. There appears to be several issues that need discussing.
- Call for volunteer to shadow Christine Tully, Treasurer – there have been no offers as yet but a treasurer has been found since the AGM for the voluntary driver group.
- Call for volunteer to shadow Jan Stuart as web-master for the PACT website – Christine Trainier has agreed to shadow Jan.
- Call for PACT secretary – in the absence of a volunteer a volunteer will be sought meeting by meeting. The terms of reference for the secretary's role were reviewed (see Annex A).

4 Treasurer's report – Christine Tully

- Since the end of the financial year subs have been received from all churches which helped pay for the Christmas cards and tokens for the competition winners. (£920)
- There were about £400 in excess costs for the Christmas lunch (over the £1000 gift card received from Waitrose and other donations (£100 and 2x £20) received).
- The next half-yearly subs will be collected at the beginning of March ready for the cost of printing Easter cards.

- Christine raised the issue of our insurance renewal which would normally have been paid by now. The company had e-mailed the chair who has now forwarded it to the treasurer for payment.

5 **Easter planning**

- The artwork for the cards is to be provided by Langrish School .
- **ACTION:** Everyone to be prepared to receive the artwork about 2nd March for voting by 4th March.
- Walk of Witness – This will take place on Good Friday and will start at the Methodist Church at 9.30am and follow the traditional route to The Square for the service at 10am followed by hot cross buns in St Peters Church.
- **ACTION:** Churches to donate hot cross buns. John and Ivan to plan the order of service. All churches to advise Ivan of times of services during Holy Week for collation by Helen.

6 **Events for the rest of the year**

- There was general discussion. Ivan will think about a possible summer activity to be arranged at the next committee meeting. Summer school very unlikely as would take a lot of commitment and volunteers.
- There will be a meeting in April to organise Summer activities
- There will be a meeting in July to start organising Christmas activities
- **ACTION:** To help organise possible dates for meetings above; all churches to let Ivan know which dates they can manage during the weeks commencing 25th April, 11th July, 18th July.

7 **Upcoming events.**

- Christian Aid Simple Lunch on Saturday 12th March from 12 – 1.30 at the URC.
- 'Unlock' Sponsored Walk in London Saturday 23rd April **ACTION** Jan to circulate information.
- World Day of Prayer Service on 4th March at St Lawrences.

8 **Any other business**

- The EcoChurch initiative was discussed again. Could this become a PACT initiative? Members invited to consider and discuss again at the next meeting. **ACTION** Jan to circulate information.
- The PACT mailing lists were discussed. The new 'Committee' mailing list will be the main one to use for PACT communications, but 'Leaders' and 'Admin' will be retained.
- Utilisation of the PACT Website Calendar was discussed. Due to its under utilisation it was decided probably best to remove it rather than give impression of not much happening.

9 **The meeting closed by sharing The Grace.**

Annex A - PACT Secretary ToR

1. Before each Committee Meeting (3 to 4 weeks prior)
 - a. Liaise with Chair to draft agenda
 - b. Contact all Actionees to get an update on progress of Actions assigned to them (or cue them to be ready to give an update at the meeting)
 - c. Send out calling notice & agenda
 - d. Log apologies for absence
2. During each Committee Meeting
 - a. Take notes of key discussion topics; any conclusions or agreements reached; and actions
 - b. Run through progress of outstanding actions
 - c. At end of meeting (or after meeting in consultation with Chair/Vice-Chair): confirm new actions raised
3. After each Committee Meeting
 - a. Write up minutes of the meeting
 - b. Pass to chair/vice-chair for review
 - c. Issue minutes once approved.