

East Cheshire Area Meeting Trustees Monday 5th June 2023

MINUTES

Frاندley Meeting House 10.15 held in person

1. Friends Present and Apologies:- Gavin Mendham, River, Gill Alcock, Jill Maguire, Ann Lewis, Jane Barrett: Apologies Susan Clark, Brenda Curran , Carl Clark

2. Life in our Meetings - All trustees

Trustees have shared their reflections of life in our Local Meetings, notes of this discourse are attached to the minutes.

3. Safeguarding Update- Sue Pounder

Sue Pounder gave Trustees a report, which is attached. We noted the needs for confidentiality of some individuals with regard to the website. Sue attended an online Woodbrooke course for new trustees which was valuable. Please read the report and note the section on Managing Offenders .It would be valuable for Friends to participate in the Managing Offenders Course.

We ask Nominations to seek the name of a Friend or Friends, who would be willing to undertake the Managing Offenders course, run by 31/8. We note that shared or paired training works well rather than individual attendance. Those undertaking this training would contact Sue Pounder for further information.

4. Treasurer – Brenda Curran - Defer to a **Zoom Meeting on Thursday 8th June 4 pm Annual Accounts** :

Topic: ECAM Treasurer Zoom Meeting

Time: Jun 8, 2023 03:45 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/6168206719?pwd=aHhvWnRPZisyTysyMHhoRTZwTXdxUT09>

Meeting ID: 616 820 6719 Passcode: 080179

5. Insurance & Claims – Jill Maguire

Trustees received an update from Jill Maguire regarding the situation of claims and repairs at Stockport. As a result of the three incidents and the claims made, Stockport Friends were recommended to improve their security and measures are being taken, for example Burglar Alarm installation.

The 5 year loyalty clause in our Insurance Policy with Congregational Insurance is up for renewal. Trustees ask Jill Maguire to contact the Insurance Broker, Edwards, to seek at least three quotations for policy renewal, which would include the current and alternative companies. We ask that Trustees are informed of the outcome in order that a decision can be made before the current policy expires.

6. Employment Update – Gavin Mendham& Brenda Curran

Gavin and Brenda have attended Stockport Premises and Employment Meetings, the minutes of the April Meeting were sent to Trustees. Staff pay was due to be increased in line with the Living Wage Foundation recommendation. Appraisals were due to be carried out.

7. Racial Justice Group - Ann Lewis

The Area Meeting Racial Justice group met last Wednesday (31st May), and shared how to disseminate ideas. The group noted that self-examination is a challenging process and not all Friends see what aspects of our own lives may be racist or discriminatory.

Ann Lewis expects the trustee role for Racial Justice to be laid down at the end of the year, as the AM Racial Group becomes established. Trustees need to consider next steps for action covering wider inclusion and diversity in our meetings. This issue will be included on our September agenda.

8. Premises (include carbon footprint)

a. Quinquennial Reviews: Chris Perry of Dabinett Surveyors has conducted surveys at Stockport, Disley and Wilmslow. The Report on Stockport has been received and is attached.

b. Meeting House Issues – Cheadle Hulme,..... Disley:- An electrician has completed an inspection of the building and has installed some new lighting in the ground floor area, this is appreciated. Frandle:- Trustees were able to see the place where the septic tank has been installed, and hear of the cooperation of the landowners in enabling the outlet pipe to go on their land. It is intended to have a celebration with the landowners once it is known the legal Deed procedures are concluded.

Stockport:- Issues of security are a challenge for Friends on the Premises Committee. Friends are intending to improve window and door security. In addition an alarm was being considered. The Quinquennial Report has been received which gives advice on security. Gavin (as Clerk to Trustees) was asked about funding for security, and replied that Trustees would consider applications for funding that seemed reasonable. Wilmslow An Air Tightness Test was conducted by Diane Hubbard in early April. This has produced a lot of data which needs further analysis for action. The key message was that the Meeting House's existing measures of insulation were performing much better than we anticipated. A partial retrofit is looking like the best step forward for the building. Plans proposed by the premises committee are looking less intrusive and probably less costly than those advised in previous surveys.

Trustees ask Premises Committees at Meeting Houses where retrofits are being considered to enquire from their Local Authority, whether they are eligible for grant applications. Financial support from initiatives such as "LEAP" may be available to assist with work which will result in an improved carbon footprint.

9. Health and Safety – Arrange Annual Returns- Jane Barrett & Gavin Mendham

The ECAM Health and Safety documents are being considered for revision. Jane Barrett will send them to Premises Convenors or Local Contacts, and offer a time for a zoom session to share a Q and A session in June or July. It is hoped that the documents will be with Friends during June enabling H&S returns to be completed by 1st September.

10. Wilmslow Guild AGM – Gavin Mendham

GM attended the Guild AGM. There have been imaginative developments of the ground floor to enable a large social space and the creation of a community café. This is well used and provides opportunities for outreach to less able members of the community to learn hospitality skills. The attendance of course, club and societies at the Guild has not yet reached the level prior to the pandemic. The Guild is operating at a loss, and the Guild Trustees are hopeful that levels of participation are improving. GM raised the issue of the 2021 Concert cancellation and the apparent injustice that the Pantomime went ahead. The Principal gave the reasons for the decision, which GM found difficult to accept. The Chairman intervened and acknowledged that in the very challenging circumstances some mistakes were made.

11. Trustees Annual Report to Area Meeting & Queries Friends at our Area Meeting - Gavin Mendham

The Clerk attaches a report to cover the period July 2022 to June 2023 of trustees work and roles. Questions raised within the discourse are highlighted at the end in expectation that they will be considered, with a suitable time allocation at Area Meeting. The Clerk has contacted Hilary Topp to arrange a session regarding trustee roles and responsibilities which form the basis of the questions at the end of the report.

The Clerk will ask Area Meeting Clerks how best to manage discussions regarding the short and long term issues, identified in the report, for discussion at Area Meeting. It is suggested that a brief discussion within Area Meeting, could be followed by a longer discussion within the subject of Membership to follow in the afternoon of July 8th.

Signed: Gavin Mendham – Clerk to Trustees- Monday 5th June

At the close of our Trustees Meeting:-We all thanked Gill Alcock and Frandley Friends for their hospitality. After the Meeting Gill Alcock took Sue Pounder, River and Gavin Mendham to visit the Quaker Burial Ground in Whitley Village and enjoy the quiet setting, appreciating this historic site .

Gavin Mendham
Clerk to ECAM
Trustees .

ECAM Trustees Meeting Thursday 8th June 2023 4 pm Zoom

Meeting held to accept the Area Meeting Report and Accounts for the Year Ending 2022

Trustees Present:- Susan Clark, Brenda Curran, Jane Barrett, Gavin Mendham, Sue Pounder, Jill Maguire, Gill Alcock

Further to Minute 4 of the Trustees Meeting on 5th June at Frandley

1. Trustees accept the Annual Report and Accounts for 2022 signed by the examiner. Brenda Curran noted some points for trustees drawing our attention to the loss of capital in our investments with Rathbone Greenbank of £105, 037.41 due to a number of political and economic circumstances. Trustees thanked Brenda Curran for her work. Gill Alcock agreed to proof read the narrative and forward any amendments to Brenda who will send them to the Clerk for signing on behalf of Trustees. The Report and Accounts will be on the agenda of 8th July Area Meeting for approval and signing by Area Meeting Clerk.
2. Trustees recommend that each Local Meeting, with Meeting Houses, collates the cost estimates of repairs and maintenance from the Quinquennial Review and also costs of any proposed retrofit. These plans can be shared with trustees in preparation for decisions to be taken by Area Meeting in the future.

Gavin Mendham Clerk 8 6 23

Items for Future Meetings

12. How will our ECAM Trustees function should the number of Members on Trustees decline?
13. . Charity Registration