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| MINUTES of the **Horsforth Churches Together** **Meeting**Wednesday 2nd Nov 2022at Cragg Hill Baptist 7.30pm. |
| **Attendees:** | Rachel Ford (Chair), Margaret Metcalfe, Paul Metcalfe, Judith Briggs, Jane Linley, Phil Maud, Rose McCarthy, Ian Kemp, Miriam Parker, Deborah Pennington, Lynn Cowling, Pete Lambert, John Barnes (Treasurer), Brian Lipscombe, Jonathan Cain, Nigel Sinclair, Matt Powell, Duncan Stow, Rhoda Wu (Acting Minute-Taker). |
| **Apologies** | None reported. |  |
|  | **Action By:** |
| 1. | **Welcome**Rachel opened the meeting with prayer. She welcomed everyone and introduced herself for those who were new to the meeting. Lynne was away so Rhoda was standing in to take the minutes.  |  |
| 2. | **Minutes and Matters Arising**As proposed by Duncan and seconded by Judith, the minutes from 7th Sept were agreed with one amendment:Item 7: Warm Hubs (under Foodbank) – ‘Rhoda suggested Linking in with the Warm Hubs initiative’ should read ‘Miriam suggested Linking in with the Warm Hubs initiative and Rhoda said she would do some research’. |  |
| 3. | **Warm Welcome – Warm Spaces**The idea of Warm Spaces had been mentioned at the last meeting, and then followed by several discussions, including a discussion at the Church Leader’s meeting on 10th October. The idea is this could help those struggling with heating their houses in the current cost of living crisis. Rhoda had collated information about where churches were already open and could be classed as a ‘Warm Space/Warm Welcome’ according to the local and national definitions, i.e. there is no charge (or just asking for donations) and it is open to all. (See separate document and [Warm Welcome Spaces page](https://www.horsforthchurchestogether.co.uk/warm-welcome-spaces/) on the HCT website).There are many questions around this such as:* How do we know it is really meeting a need? How much of a need is there in Horsforth?
* Will people come for the reasons we are assuming? Is there a stigma attached?

There are two websites where organisations and churches can upload their ‘warm space/activity’ details so that they appear on a searchable map:1. Leeds City Council Warm Spaces website: <https://www.leeds.gov.uk/campaign/warm-spaces>(This requires some documents such as Public Liability and Safeguarding)
2. National Warm Welcome website: <https://www.warmwelcome.uk/>

It had been noted that perhaps the time this might be most needed would be from January – March 2023 when the winter is dragging on and funds are low.Church Leaders had been discussing with their churches as to additional times they could open up as a ‘warm welcome space’, perhaps utilising when the building has already been heated for other activities. Cragg were thinking of a Friday afternoon, St Margaret’s were planning Friday evenings, and also the idea of a café at the back whilst Leeds Symphony Orchestra were rehearsing on Monday evenings. As always, manning these activities with volunteers is the challenge, but it was mentioned that HCAP or other volunteers may be able help.The following further points were noted:* Flexibility is needed – test and see, may not be suitable to continue
* HCT website can be a place where up to date info is displayed
* Launching new things before Christmas may be difficult for some churches, but could be planned for later
* It may be better to have an open activity with a ‘reason/focus’ rather than just calling it a ‘Warm Space’
* A weblink could be added to the Christmas Card
* It would work better where relationships already exist and people are invited/brought along

It was agreed that the name ‘Warm Welcome Spaces’ is a good description to be used on our publicity and website, combining ‘Warm Welcome’ and ‘Warm Space’.**Actions:**1. Churches to continue discussions and plans and inform Rhoda/Duncan of new activities
2. Rhoda to make amendments to the document and website
3. Rhoda to adapt the document as a leaflet and print some for churches to put out/display.

It was noted that this is an ongoing issue but seeing all the existing spaces on one sheet is encouraging and reminds us that together we can do much more than we would individually. | All ChurchesRhodaRhoda |
| 4. | **Treasurer’s Report**John reported that there is currently £6,332.32 in the bank account, of which £370.62 is the remainder of the Perfectly Pitched funds, leaving £5,961.70 as HCT funds. Duncan noted that £500 is earmarked for youth work, £200 given for refugee work, and the Christmas spend should be around £1450, leaving around £3,800 unrestricted at the start of 2023. The aim is that contributions match planned expenditure each year – see budget below.All churches have paid their contributions – received with thanks.This last two years these have been set as lower due to Covid restrictions (about 75% of pre-covid levels in 2021), but it is proposed that the level should return to pre-covid levels for the next round of contributions.It was noted that HCT usually receives contributions from Horsforth Town Council for events like the Walk of Witness to offset costs.There was a contribution from the Farmer’s Market for the Refugee work.Deborah confirmed that Perfectly Pitched is going to run again, planning for 6 concerts in 2023 – see under item 8: Dates for the Coming Year for more details. This project always aims to be self-sustaining and not draw on the main funds. |  |
| 5. | **Proposed Budget and letter**Part of Item 7 on the agenda was brought forward to this point.Rachel and John had prepared a draft letter to churches with a proposed budget and request for contributions.**Proposed HCT Budget 2022**Easter Good Friday and Easter Sunday(hopefully offset by grants) **£400** Gala  **£500**Primary Schools - 2 rewind and resources of Open book subscription**£900**“Welcome to Horsforth” Pack **£400**Christmas Cards **£600**Carols in the Park **£500**Extras **£200**Insurance **£209****TOTAL £3,709**The aim is always that the expenditure is met by the income. Churches contributions are divided on a scale by size of church and are being requested at pre-covid levels this time.**Actions:**1. Woodside Methodist is closing so it was agreed that the amount they would have contributed will be split up between the remaining churches and the amounts amended on the letter.
2. Duncan will add his section to the letter.
3. The amended version will be brought to the AGM on 11th Jan to be agreed then.
 | John / RachelDuncanJohn / Rachel |
| 6. | **Christmas 2022**Rhoda and Duncan had prepared a sheet with details of the Christmas activities and volunteer needs which was distributed at the meeting. |  |
| 6.1 | **Christmas Cards and Distribution:****Dates:** **Sun 4th Dec 1.30 pm and Weds 7th Dec at 9.30 am (at Cragg Hill).**The method for distribution has been changed in the last two years and works better – previously churches were given cards to deliver in their areas, but dividing up the cards within churches was time consuming and some were left undelivered which meant more reorganisation. The new method is to have 2 delivery sessions where volunteers are given a patch with a map and deliver for about 2 – 3 hrs. One of the sessions (Sunday 4th pm) is planned to finish with a simple meal and fellowship. Churches will also receive some to put out at church.Rose has suggested some of the refugee men might like to get involved in the Sunday session, walking with someone and chatting, and joining together for food afterwards.The printers have told us that the price of paper/card has doubled, so the amount allocated in the budget may need adjusting to keep a reasonable quality.**Action:** Churches to ask for volunteers to help with distribution on the two dates. Please contact Rhoda on rhoda@horsforthchaplaincy.org for this event. | All Churches / Reps |
| 6.2 | **Carols in the Park: Saturday 10th December 4pm**We will need about 40 volunteers in total, and 8 packs of 6 mince pies per church (48 mince pies total per church). Volunteers will either be giving out carol sheets and glow sticks, serving refreshments or being part of the Nativity Scene. Someone will be needed to make up the large jugs of drinks (Jenny used to do this but has moved away!).**Action:** Churches to ask for volunteers to help on the day. It would be helpful to have named volunteers by 3rd Dec. Please contact Duncan on duncan@horsforthchaplaincy.org (or Rhoda as above) for this event. | All churches / Reps |
| 6.3 | **Carols in the Pubs: Thursday 22nd December evening**No need to be a brilliant singer, come and enjoy singing around the pubs – minibus is hired for travelling around. |  |
| 6.4 | **Carols in other Venues**Shops:Many businesses in Horsforth have decided to have late openings on Thursdays in the run up to Christmas and Deborah has been asked by the Horsforth town Team (group of businesses) to try and arrange music/carols in multiple venues on each Thursday from 24th Nov – 15th Dec. These will have to be small groups of singers/players due to lack of space in the shops/pubs. Deborah would love to hear from existing groups in churches who could do one or more of the evenings for an hour. Airport:John Evans at St James’ had mentioned singing carols in the entrance hall at the airport as a possibility, they are looking for volunteers to join them.Bedford Court:Phil Maud has been asked by Bedford Court for groups to go and sing carols for the residents. Possible days/dates are as follows:Monday 28th Nov, Thurs 8th Dec, Thurs 15th Dec – at 12 noon or 4pm (just before their meal). Alternatively, any Saturday at 12 noon.**Action:** Churches to contact Julie Wadsworth (Activities Coordinator) direct on Julie.wadsworth@jrht.org.uk if they can do any of these slots.Note: see also Bedford Court item under AOB. | All churchesAll churches |
| 7. | **Nominations for Chair, Vice-Chair, Treasurer and Secretary**Secretary: Lynne is happy to continue as Secretary.Treasurer: John is happy to continue as Treasurer.Chair: Rachel is coming to the end of her curacy at St Margaret’s and needs to step down as Chair.Vice-Chair: This year there has been no Vice-Chair, but it is best to have one.Rachel noted that she has found that the role of Chair is not very onerous – 5 meetings a year and pre-meetings to agree the agenda – and that she has found it very enjoyable to be involved in HCT.**Action:** All to think about nominations for Chair and Vice-Chair which will be needed before the next meeting on 11th January. | All present / all Churches |
| 8. | **Dates and Activities for the coming year:****HCT Meetings 2023:** Jan 11th (AGM), March 1st, May 3rd, Sept 6th. Nov 1st **Week of Prayer for Christian Unity:18th – 25th Jan:** It was agreed to do a pulpit exchange again this year on Sun 22nd January.Other ideas were discussed such as a prayer walk from church to church, prayer meetings on specific topics, or one larger prayer meeting.Judith suggested one venue with prayer stations about different aspects of the work e.g. Open the Book, with displays, where people can drop-in between certain times whenever they want.**Actions:** 1. Matt Powell will coordinate the pulpit exchange.
2. Phil will book The Grove for a date in that week for the Prayer Stations event.

**Lent Activities:**Due to the pandemic the Lent Small Group planned in 2020 had been cancelled, and no activities had happened in 2021 and 2022.Ideas for this coming Lent included churches organising their own events, or talks on topics at different churches, possibly one church hosting but a different church providing the speaker, or small groups as previously planned.**Action:** This topic to be picked up again at the January meeting – needs someone to take the lead.**Other dates and possibilities to be noted:****March 3rd World Day of Prayer** TBC if happening **Perfectly Pitched Concerts:**Deborah is planning 6 concerts, as mentioned at the last meeting. She has already secured £1,200 from 2 different businesses – Zero Muda will sponsor 2 concerts at £300 each and Dudley’s (Andy Walker from EBC) will also sponsor two concerts. She will approach the Town Council for funding for a children’s concert. More details to follow.**Holy Week** - 7 Words of Jesus Cross @ Leeds Trinity Tues 4th April **Good Friday Walk of Witness** 11.30 – 12.30 Fri 7th April **Easter Sunrise on Hunger Hills** (St Margaret’s) Sunrise, 9th April(This was preferred to Sunrise in the Park)**May 6th Coronation of King Charles III** Opportunity to be present at community celebrations? **Civic Service** TBC**Horsforth Gala** 24th June**Walk of Art Weekend** 1st & 2nd July**Carols in the Park** 9th Dec | Matt PPhil M |
| 9. | **AOB** |  |
| 9.1 | **Services at Bedford Court and MHA Live at Home**1. MHA Live at Home: There had been a monthly slot on 1st Thursday of the month for many years – recently new management had mentioned taking this out of the programme but with discussion it had been re-instated. Phil and Jonathan have been helping with this and can continue to do so but others welcome. Dates are 1st Dec 2022, 2nd Feb, 2nd Mar, 6th April, 4th May, 8th June, 6th July, 3rd Aug, arrive 12.45 for 1pm start, 20 minutes slot.
2. Bedford Court are requesting groups of people to go in and provide one hour – 30 minutes spiritual input followed by 30 minutes chatting with residents over a cuppa. Suggested day and time is Tuesday 3-4pm. They would like monthly but would accept 6-weekly.

**Action:** It was agreed that Phil would offer 6-weekly with a start in the New Year . Phil can coordinate but is not able to go on a Tuesday, so churches need to arrange groups to go – this would equate to once or twice per church in the year. Contact Phil on philmaud@hotmail.com | Phil M / all churches |
| 9.2 | **Refugee Work Update:**Rose reported that the first meeting about ‘How Horsforth can do more to be a Good Neighbour’ had gone well with 3 amazing women telling their stories, followed by discussion in groups, but it would have been good to have more people attending. The next meeting is on **Wednesday 16th Nov 7.30pm at St Mary’s School Hall** – please promote.The International Social Evening on 21st October had gone very well with lots attending and enjoying the food and music and chatting.Bike Accessories needed:Ian explained that 26 bikes had been obtained for the men at the hotel to use, but they were in need of helmets, locks, lights, pumps and hi-vis jackets. Ian is contacting businesses but any donations of items through churches would be very welcome.Christmas Presents:Rose asked for wrapped presents for the 120 men, suggesting they could include e.g. some chocolate, a toiletry item and a pair of socks.**Action:** Rhoda to send these details round for inclusion in bulletins and churches to see if they can arrange collecting the items. Please contact Rose on rose@horsforthchaplaincy.org | RhodaAll churches |
| 10. | **Other News:**Rainbow Tots at Lister Hill are celebrating 25 years – Saturday 12th November 11 am – 2pm, drop in to celebrate with them. |  |
| 11. | **Closing Prayer**The meeting was closed with a prayer by Judith. |  |