



**THE GENERAL CONFERENCE OF THE NEW CHURCH**  
**CONFERENCE COUNCIL MEETING**  
**held on Tuesday 25th July 2023 at 10.00am**  
**Writing Room, Hayes Conference Centre, Derbyshire**

Trustees Present:	Mrs M L Cowie	Chair
	Mr N K Sutton.	Vice-Chair
	Mrs P Grimshaw	
	Mrs S Chesworth	
	Mr R Taylor – Via Zoom	
	Revd R A Gill – Via Zoom	
	Revd B R Jarvis	
Also in attendance:	Ms N Welch	Company Secretary
	Mrs R Jaggs	Company Accountant
	Mr C Chambers	President, New Church College
	Revd H Brown	Spiritual Leader
	Revd J Dunion	Spiritual Leader
	Revd B Talbot	Secretary, Committee of Ministers

83	<b>Opening</b> The Revd Bruce Jarvis opened the meeting with a reading from Psalm 46 followed by a short prayer.	
84	<b>Welcome</b> There were no apologies	
85	<b>Minutes</b> <b>85.1 Confirmation of the Minutes of the last meeting held on 12<sup>th</sup> May 2023.</b> The minutes of the last meeting were approved by all present with Revd Robert Gill proposing and Revd Bruce Jarvis seconding. <b>85.2 Revision of Articles and Rules – Constitution Revision Group</b> Still ongoing and waiting for the outcome on the motions at the AGM <b>85.3 Pay Increase</b> In April 2023 the Council had discussed the annual pay review and a 4% increase for all Conference employees had been agreed. This pay rise had come into effect from 1 <sup>st</sup> May 2023.	

	<p><b>85.4 Update Policies and Procedures (see minute 77)</b></p> <p>Natalie explained that she is currently still working on updating the policies and procedures manuals. She met with Wilf Woodhouse (Conference Health &amp; Safety Manager) and Croner (our Employment, Health &amp; Safety Consultants) to update the health &amp; safety manual for Conference Societies and Groups. The Safeguarding Manual has been finalised and the Council agreed it could be distributed to all Churches and Groups.</p>	NW
86	<p><b>Conference 2026</b></p> <p>John Ford wanted clarification in regard to booking a venue for the 2026 AGM. We are currently only booked up to 2025 and The Hayes Conference Centre is becoming a popular venue and numbers are limited.</p> <p>All present were in favour and approved the booking of the Hayes Conference Centre for the 2026 AGM.</p> <p><i>Action: Margaret will inform John Ford to go ahead and book for 2026</i></p>	MC
87	<p><b>Company Accounts Report</b></p> <p>The Company Accountant gave a brief update on the accounts. Rachael Jaggs, Nigel Sutton, and Natalie Welch will meet with Bates Weston (Chartered Accountants) after the Conference AGM. The purpose of this meeting will be to agree the procedures and timings for future year-end audits. This should ensure that everyone has a schedule to work towards.</p>	
88	<p><b>Human Resources</b></p> <p><b>Purley Programme Director</b> – The Council discussed the recent problems that had arisen in regard to the appointment of the Programme Director. A major problem had been that 2 people were offered jobs when only one job had been advertised, and as a result of this an extra 10 hours paid work per week had been promised without any authorisation by the Council. Some members also thought that a Programme Director ought to have a competent working knowledge of New Church teaching, but neither of those appointed met that requirement. Other members felt that this was unrealistic and that a newcomer's job description could, in the early years, include a significant element of study with the New Church College and this would enable a wider field of possible candidates to be considered.</p> <p>This matter clearly needed further thought and it was agreed that in future an Interview Panel would need to be more fully briefed by the Council.</p> <p>It was decided that this position would be discussed again in more depth at the Council meeting in September 2023.</p> <p>Margaret Cowie expressed the Council's thanks to Revd Helen Brown and Sue Chesworth for being on the Interview Panel.</p> <p><b>IT Manager</b> –Natalie Welch explained that she, Revd Jack Dunion, Rob Taylor and Sue Chesworth were in the process of interviewing applicants sent through from the recruitment agency, Bluesource. The sub-group felt that 2<sup>nd</sup> interviews would be needed and intended to invite the short-listed applicants to Purley Chase to give them the opportunity to see the Head Office, and to meet Muriel Morgan, Media Co-ordinator.</p> <p>The stages of interviewing and recruiting were discussed, and it was agreed that the subgroup would have the final say in who to recruit.</p>	

89	<p><b>Properties</b></p> <p><b>Radcliffe Church</b></p> <p>The sale of Radcliffe Church is still ongoing. The Council agreed with the Radcliffe members that the Church could be sold and the proceeds given to Conference to use for improvements to various church buildings and Purley Chase Centre. The proceeds from the part of the site previously held in Trust by four individuals, now deceased, (highlighted in hatched green on the map) should be given to the Kearsley Society for improvements to the building.</p> <p><b>Chester Church</b></p> <p>This is still ongoing</p> <p><b>Bradford Church</b></p> <p>Bradford Church is in need of urgent repairs to the roof and flooring. This is a health and safety issue. It was decided that a survey be carried out to determine the extent of the problem and the cost of repairs. It is known that an application has already been made to Jeggins Trust for repairs to the floor and a staircase.</p> <p><i>Action: MC will discuss with John Ford to appoint a surveyor to visit Bradford Church</i></p>	MC
90	<p><b>Any other business</b></p> <p><b>Conference 2023</b></p> <p>Clarification was needed whether attendees of the AGM via Zoom were to be confidential. It was discussed and the Zoom attendees would be welcomed and all people on Zoom would be announced so people at Conference knew who was joining in to welcome them all.</p>	
	<p><i>Jenny Jones and Robert Clark joined the meeting</i></p>	
91	<p><b>Youth &amp; Family Team</b></p> <p>Jenny Jones explained to the Council that currently the Youth &amp; Family Team have noticed a decrease in the numbers of families attending family weekends etc due to the cost. The Youth &amp; Family team have decided that for a trial year they will subsidise the cost by 50% from their budget to help families, and hopefully encourage them to attend.</p>	
	<p><b>Meeting closed at 13.00pm on Tuesday 25<sup>th</sup> July 2023</b>  <b>with a prayer from Revd Jack Dunion</b></p>	
	<p style="text-align: center;"><b>Fix Council meeting dates for year ahead</b></p> <p><b>2023</b>  September 8th 2023 (Zoom Meeting)  November 24th 2023 (Zoom Meeting)</p> <p><b>2024</b>  March 15th 2024  April 2024 – Finance Meeting (DTBC)  May 17th 2024 – Purley Chase Centre  July 23rd – 26th 2024 Annual Meeting  September 6th 2024 (Zoom Meeting)  November 22nd 2024 (Zoom Meeting)</p>	