



THE GENERAL CONFERENCE OF THE NEW CHURCH
CONFERENCE COUNCIL MEETING
held on Friday 20th January 2025 at 10.00am Via Zoom

Trustees Present:	Mrs M Cowie Revd B Jarvis Mrs S Chesworth Mr B Friend Mr T Millar Mr N Sutton	Chairperson Vice-Chairperson
Also in attendance:	Ms N Welch Mr P Mehew Revd J Dunion Revd B Jarratt Mr C Chambers	Company Secretary Company Accountant Spiritual Leader Deputy Spiritual Leader President, New Church College

Start time: 10.00am
Finish Time: 17.10pm

	Opening Revd Jack Dunion opened the meeting with reading from Psalm 148:7-14, followed by a short prayer.	
	Welcome Sibongile Mkoba, the new Marketing and Media Coordinator, joined the meeting to introduce herself and meet the Council members. She wishes to be called Sibby. She started employment on Monday 13 th January 2025 and explained that she had been working at Purley Chase Centre for her first week with Natalie Welch and has various meetings scheduled with key people throughout the organisation over the next few weeks. The Council members all welcomed Sibby to the organisation.	
	<i>Sibby Mkoba left the meeting</i>	
34	Minutes <i>Confirmation of the Minutes of the Conference Council Meeting held on 22nd November 2024.</i> Correction to Minute 27: Junior Membership second line delete 14-18 insert 14-17 Correction to Minute 29: third paragraph, delete “approved” insert “confirmed” Following these corrections, the minutes were approved by all present with Revd Bruce Jarvis proposing and Sue Chesworth seconding.	
35	Finance Update Paul Mehew, Company Accountant, gave an update on the current position of the accounts. <i>Rathbones</i> Lara Nicholls is still a named signatory on this investment. As she is no longer a Trustee her name will be removed. <i>Resolved:</i> This was unanimously agreed.	

	<i>Yearend Accounts</i> It was agreed that a Council meeting would be held in May 2025 for the Company Accountant to go through the yearend accounts in detail with Trustees. <i>Action: Natalie will send out a Doodle Poll to get a meeting arranged.</i> <i>Asset Register.</i> There are some properties which are not on the asset register. Paul Mehew is trying to resolve this issue. <i>Card Reader at Purley Chase Centre</i> Paul Mehew explained that he and Paul Crone have been researching card readers suitable for Purley Chase Centre. These are easy to use and allow for donations. <i>Statistics</i> Paul Mehew is collecting data on occupancy at the Purley Chase Centre from Rachel Gilsenan on a monthly basis to look at the statistics. This information will be discussed at Purley Management Team Meeting to see what areas can be improved where possible. <i>Purley Chase Pricing and Brochure</i> The pricings for Purley Chase Centre was discussed as these need to be agreed in time for the brochure to be published. It was agreed that the basic price list for Purley Chase Centre events would be discussed and agreed at the Council meeting held in May. Any groups within the organisation who would like to request subsidised costs would need to approach the Council in writing before the meeting in May so this can be discussed.	NW
36	Safeguarding Sue Chesworth had attended a Safeguarding Awareness course which highlighted who is responsible for Safeguarding within the organisation. Following that training course, Sue Chesworth proposed that a small Task and Finish group be formed to look at the current safeguarding process in place. The Council agreed, and the Task and Finish group will consist of Sue Chesworth as Safeguarding Officer, Jenny Jones as Deputy Safeguarding Officer and Natalie Welch. <i>Action: Natalie will organise the meeting.</i>	NW
37	Youth & Family Team Update <i>18+ residentials at Purley Chase Centre</i> Safeguarding requirements are that those aged over 18 attending residentials must have their own en-suites and not stay in the dormitories with children under 18 years of age, thus incurring extra cost. The Council discussed the matter, and it was agreed that those over 18 at residentials/summer camp at Purley Chase Centre would be charged at the same rate as a dormitory room. <i>Purley Chase Summer Camp</i> The group of young people from North America attending the Summer Camp at Purley Chase Centre, week commencing 28th July 2025, require an extra night's stay. They had been advised by the Manager at Purley Chase that this will not be possible because of the need for the centre to be cleaned after the previous group leave that morning. The Council discussed ways to help find accommodation for the extra evening at another venue, although it would be costly. It was agreed that this would be discussed at the Purley Management Team Meeting which takes place on 21st January 2025 to see how they can make this work.	NW

	<i>Subsidies for Youth & Family Weekends</i> The Youth & Family Team are subsidising family weekends in May and November 2025 by 35%. Sue Chesworth suggested that Conference subsidise the 13-18+ Summer Camp by 35%. <i>Resolved:</i> This was unanimously agreed.	
38	Young People's Committee Update Sue Chesworth gave an update on the Young People's Committee. She is still supporting the committee when they seek guidance from her. The Young People's Committee have organised an event at Seaburn Dene on 25th January 2025. They have sorted out the financial procedure with Paul Mehew and how they will pay for events and charge people attending.	
39	Human Resources (HR) <i>Media & Marketing Coordinator Update</i> The Council discussed line management for the Marketing and Media Coordinator, Sibby Mkoba, and it was agreed that Jack Dunion would be her Line Manager with the support from Sue Chesworth, Stephen Russell-Lacy and Natalie Welch. <i>Outreach Coordinator</i> The Task and Finish group advertised the position internally and externally via the website and E-News on Friday 6th December 2024. Only one person has applied for the position. An interview will take place on Tuesday 28th January 2025 via Zoom. The Task and Finish group have the autonomy to appoint this position, although they will inform the Council via a quick Zoom meeting before offering the position if the applicant is successful. Once someone has been employed for this role, the grant to Bradford New Church will cease. Bradford Church Secretary has been informed of this. <i>Zoom Worship</i> It was agreed that Emma Daniels, Secretary to the Committee of Ministers, who is currently covering the position of online zoom worship until we recruit a new employee, could join the Task and Finish group to help with the duties required having carried out the duties herself and knowing what is involved. <i>Natalie Welch, Paul Mehew, Revd Jack Dunion, Revd Becky Jarratt, left the meeting. Colin Skinner Joined the meeting</i> <i>Employees Broadband and Telephone Allowance</i> Following the advice of the Pay Policy Review Group to stop paying these allowances as a separate item which the Council agreed and approved at the Council meeting held on 16th May 2024, it was agreed that a letter would be sent to all employees who currently receive the broadband and telephone allowance to inform them that from April 2025, the telephone and broadband allowance will cease to be paid separately. Instead, it will be included in their salaries. The working from home allowance can be claimed from the Government. As this will affect contracts of employment, a new variation to contracts will be issued to those employees. <i>Natalie Welch, Paul Mehew, Revd Becky Jarratt, joined the meeting. Colin Skinner left the meeting</i>	NW
40	Constitution Revision Group <i>Youth Membership of Conference</i> The Council discussed the wording that the Constitution Revision Group had drafted for the rules. <i>Resolved:</i> All present approved the draft.	

	Proxy Voting Form The proxy voting form for the 2025 AGM has been prepared and will be sent out with the initial notification letter that will be posted at the end of January 2025. Conference Roll – Preparation The CRG have suggested that all voting members and proxy voting members are to be entered in categories on the Conference Roll by the Company Secretary and Conference Organisers Membership Database Natalie is still working on updating the database with Paul Crone, IT Manager. Natalie is going to see they best way to contact everyone on the Central Register to discover if they wish to remain on the list.	NW
	<i>Revd Jack Dunion joined the meeting</i>	
41	Property Update <i>Radcliffe New Church</i> – The sale was completed on 8th January 2025. The sale proceeds of £234,990.80 were divided in accordance with the cy-pres scheme dated 15th November 2023. 8% [18,758.55] to the New Jerusalem church Kearsley. 92% [£215,723.30] to the General Conference of the New Church. <i>Bournemouth New Church</i> This sale is still ongoing but nearing completion. The final closing service will take place on 16th February 2025. It was agreed that Barry Friend, Revd Bruce Jarvis and his wife will attend on behalf of the Conference Council.	
42	Spiritual Leader’s Update Revd Jack Dunion explained that he and Revd Becky Jarratt are working together with the Ministry on the Strategic aims. <i>Employed Ministers Appraisals.</i> Revd Jack Dunion is currently preparing for appraisals for all employed Ministers in March with help from Emma Daniels. This will also help further the work to achieve the strategic aims. <i>Ministerial Fund</i> Clarification was required on the Ministry Fund to determine if it could be rolled over into the following financial year as the Ministry have identified some training they would like to fund. It was explained by Paul Mehew that this would not be possible although when we have the financial meeting in April, he can look at budgets and what plans are for the year ahead.	
43	Committee of Ministers <i>Standing Order for Ordination Students</i> – The Committee of Ministers are currently looking at the student application process for Ordination students and this will be discussed at the Council meeting in March 2025. <i>Trustees invited to attended Committee of Ministers meetings.</i> The Committee of Ministers wanted to confirm dates for a Trustee who will attend forthcoming Committee of Minister’s meetings. It was agreed as follows:- Wednesday 5th – 6th March - Margaret Cowie will attend Thursday 24th April – Barry Friend will attend Thursday 12th June – Sue Chesworth will attend The Trustees extend their thanks to the Committee of Ministers for the invitations.	NW

44	SOLCe Curriculum SOLCe have been working on the current curriculum for sponsored ordination students which had been approved by the Ministry although needs Conference Council to also approve. Chris Chambers explained the current modules which have been enhanced. The Conference Council were content to accept the new curriculum. It was suggested that the Conference Council should look at introducing continuing professional development (CPD), which is an ongoing and planned learning and development process for employees. The Conference Council agreed to the principle of this although would like a task and finish group to look further into this and report back to the Council. The Task and Finish Group will consist of Chris Chambers, Sue Chesworth, Trevor Millar, Natalie Welch and Paul Mehew. <i>Action: Chris Chambers will organise the first meeting.</i> <i>Treasurer at SOLCe</i> The Treasurer Mr Richard Nicholls's term of office will be completed by July 2025, but he is willing to serve another term. Chris Chambers sought Conference Council's approval for this. <i>Resolved: This was unanimously agreed.</i>	CC
45	Conference 2025 - Attendance on Monday at Conference Conference Council has been reviewing the costs of the Conference and AGM, which are considerably high. It was decided that from 2026, people who wish to arrive at the Hayes Christian Conference Centre on Monday, but do not fall into any of the categories listed below, should be prepared to pay the full costs for adults and children for that night. For the 2025 Conference, the cost will be subsidised by 50%. • Trustees • Company Secretary • Other regular attendees of Conference Council meetings • Conference Organisers • Director of Music • IT Manager • Youth and Family Team <i>Action: This information will be sent out to all members of Conference before the notification of the AGM is sent out at the end of January 2025 and will be included in the first posting of the AGM notification.</i>	NW
	<i>Sue Chesworth left the meeting</i>	
46	Any other Business <i>Purley Chase Centre</i> Natalie Welch explained that we now have a policy regarding the CCTV at the Purley Chase Centre in place.	
	Conference Council Meeting Date 2025 March 14th (Zoom) May 8th 1.30pm – 6pm - (Purley Chase Centre) May 19th 1.00 pm - Finance Meeting July 22nd July - (Writing Room at the Hayes Conference Centre) September (Zoom) - Date to be confirmed November (Zoom) - Date to be confirmed	
	The meeting closed at 17.10pm with a short prayer	