MINUTES OF THE DEACONS MEETING FRIDAY JANUARY 19th 2026

Present

Rev Elsie Fraser, Graham Falgate, Sandra Henchliffe, Paul Gardner, Hillary Robinson, Tony Salt,

Apology

Janet Aukett

Prayer/Devotion

Elsie opened the meeting with a reading from 1 Kings 17:2-6. She commented on how God works in totally unexpected ways; how Elijah had the faith to trust God for his unlikely provision, and how God is able to provide all the resources we need. She prayed that the Lord would help us to open our ears to hear Him and to trust and rest in Him.

Approval of Minutes

The minutes of the last meeting were received and signed as a correct record.

Resignation of Secretary

Elsie said that Sandra Henchliffe, the current Church Secretary would formally announce her resignation at the forthcoming church AGM on March 17. However, it was agreed that the resignation would be publicised next Sunday (25th Jan) and in the Church Newsletter, in the hope of identifying an early replacement. Elsie explained that some churches have a secretarial team instead of a single person responsible for all secretarial activities. Sandra was requested to document all of the main tasks for which she is responsible as Church Secretary.

Actions from previous minutes – see Action Tracker

1	Explore a card reader for church	Elsie will enquire whether there is a redundant device at Slough Baptist Church
2	External Auditor	Clare Towel will fulfil this role at the next audit. We need to find out how much Clare will charge for this service, if anything.
3	Bookshelves for music book next to organ	Ongoing with David Ballard. It was suggested that we relocate the proposed bookshelves to the carpark-facing wall of the church adjacent to the hatch. The provision of bookshelves should be considered in conjunction with the provision of furniture to improve the sound desk.
4	Prayer Diary - group family names together for easy reference for new people	Deferred until Janet Aukett returns.
5	Damp patch in front toilet.	This has been investigated and there is no dampness, just a stain from a previous damp patch. The wall needs painting to cover this over. Paul will follow up with Steve.
6	Hall, basement and prayer room clean-up and sort out cupboards	A clear-out, performed by the Deacons will take place on 9th and 10th April. Tony to check whether the *Tae kwon do* group needs the hall on 9th April. In advance of the clear-out the various groups need to label clearly which items need to be kept. A skip will be ordered for the remainder. A serious cull of Daniel's Den equipment is required and since Paul will not be present for the clear-out he is to clearly identify the Daniel's Den items which need to be retained prior to 9th April.
7	Hall decorating & fix skylights (B & Q funding???)	Paul will identify a roofer and obtain advice and a quotation. Elsie mentioned a Mr Tony Rowe who has

		worked for St Peter's and is competent in roofing. A quotation should also be requested from a "High Street" vendor (such as Trade Windows) for comparison. We need to consider whether a more drastic solution might be better in the long-term which would involve covering the hall roof and having led daylight strip lights in the hall.
8	Outside noticeboard at church needs repairing	Paul has this in hand.
9	Prayer room decorating and sorting out of storage areas	Now incorporated into task 6, above.
10	Thermostatic valves fitted on radiators & some lights changed in manse	In progress.
12	Welcome packs & How to store/share info re new people & Praying – "watching over" - people	This will be the main agenda item for the Deacons Meeting on 27th February.
13	Railings of Baptistry	Paul to ask Stephen McGill to paint these in a blue colour to blend with the baptistery and church wall.
14	Update website	This to be discussed at the April Deacon's meeting. Also see item in AOB, below.
15	Update Elsie's contract to full-time	Done!
16	Tree in car part to be trimmed	Elsie will speak to Ali Davies-Marsh of Littleover Parks and make an appointment for a tree surgeon to come and meet Paul and David to discuss what needs to be done.
17	Hilary to be approved to access bank account	Still ongoing.
18	Replacement for Christine re Gift Aid	Christine Martindale will perform this task again this year. This topic will be raised at the next church members meeting.
20	Guttering at manse to be cleaned	This problem has diminished, so we will see how it develops.
21	Copies of any policies and important documents to be added to Trustees section on website	No change.
22	Church risk assessment	Discussed as a separate agenda item, below.

Members Meeting - Review

There were no comments.

Dates & Events for 2026

Dates for Members' Meetings 2026

June 17, 7:00pm; Sept 23, 7:00pm, Dec 6, after service, March 14 2027 after service

Elsie's Holidays/Dates Away

5 days carried forward from 2025
Feb 4-6 (Ministers' Conference)
April 27 – May 11 (Holiday) – Sundays away 3rd & 10th
May 15-17 (B.U. Assembly) – Sunday away 17th
August 8 – 20 (Holiday) – Sunday away 9th & 16th
September 20 –(preaching Willington) – Sunday away 20th
November 21 – 22 (Langley Church Anniversary) – Sunday away 22nd

Where possible Sundays will be covered by others on the LBC Preaching Team

Church Anniversary

The Salvation Army will perform a concert on Saturday 7th February.
On Sunday 8th, Jenny Few and her husband will be present. Graham is leading. A lunch will be provided.

Violet Hedger Centenary

This is significant for the area and we need to discuss how it will be promoted, e.g. in Littleover magazines, in Derby Evening Telegraph, on Radio Derby.

EMBA event

On 25th April the EMBA will be running an event in our church focusing on "Women in Ministry".

Others

The *Small Church Hub* is to be hosted at LBC on a date which is yet to be confirmed.

It is *Christianity Month* in May. Chris Briggs (LMC Minster) has requested that we integrate the *Christianity Month* logo in any publicity which we publish before the event.

St Peter's Church Street fair takes place on 4th July. At a later Deacons Meeting we will discuss whether we wish to participate.

There is a schools' visit to our church on the 2nd February where the students will learn about the difference between Anglicanism and the Baptist churches. Elsie would like to perform the live "baptism" of two people and asked for volunteers.

Finance

There was no discussion since the Treasurer (Janet Aukett) was not present.

Fabric & building matters

All matters were previously discussed in the Action Tracker.

Pastoral Matters & Membership

Elsie will find out about the intentions of Les Tam and Jeff and Virginia Wong with regard to membership at LBC.

Risk Assessment

The Risk Assessment document for the Church was approved by the Deacons and it was agreed that it can now be forwarded to the EMBA.

AOB

First Aid Box

We need to make sure that the first aid box in the kitchen is maintained properly. Paul believed that Sheila might be responsible for this and will speak to her. We need to place a second first aid box in the tea-point and also a poster stating who the church first aiders are.

Church security

There is now a lot of expensive AV and music equipment in the church. Paul was requested to research improving the security on both the entrance doors to the church. We do not know who all keyholders are and this needs to be more strictly controlled when we have new locks on the doors.

There was a brief discussion about electrical safety and Paul was requested to check whether having appliances PAT checked and obtaining an electrical safety certificate for the church are legal requirements.

Image release

Tony is in the process of updating the Church website with photographs of our congregation. He explained that he will be collecting signatures from people who appear in these photographs to ensure that they are published with permission.

Safe place

We have received an invitation from Kelsey Mumford (City Neighbourhood Officer) to be a designated 'Safe Place' where women, girls, vulnerable adults and young people can seek help and support if they are concerned about their safety while they are away from home. We do not understand what the implications of this might be, nor what support might be available and Elsie will contact Kelsey in order to find out more about this.

Away day

It was agreed that we have an away-day for the Deacons this year to pray and to discuss the focus of our church. Pine Lake in Stenson was suggested as a potential venue.

Closing prayer

Paul closed the meeting in prayer.

Next meetings

30th January 2026 (Short Agenda and prayer time); 27th February - all at 10am in the Manse