

MINUTES OF THE DEACONS MEETING FRIDAY MARCH 27TH 2026

Present

Rev Elsie Fraser, Graham Falgate, Paul Gardner, Hillary Robinson, Janet Aukett

Apology

Tony Salt, Tracy Houchin

Prayer/Devotion

Elsie opened the meeting with a reading from Ephesians 1 v 15 – 23..

Approval of Minutes

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

Church Secretary

Thanks were given at members meeting to Sandra Henchcliffe for serving as Church Secretary and Tracy Houchin voted in as our new Church Secretary. Tracy is unable to attend meetings on a Friday morning. We will change our meetings to the last Monday of each month except if this falls on half term or a bank holiday. Dates were agreed for future meetings but we would check at each meeting to ensure a majority were able to attend or if the day/date has to be changed the following month.

Actions from previous minutes – see Action Tracker – not all from tracker was discussed due to limited time but below are a record of changes/updates.

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| 1 | Explore a card reader for church | Elsie will look to purchase a card reader (Sum Up) which has no set monthly fees but takes a minimum percentage of the donation. |
| 2 | Prayer Diary - group family names together for easy reference for new people | Janet has made some changes and more further updates will be implemented over time. |
| 3 | Damp patch in front toilet. | Aim is to clean off mould in front toilet and serving area as this is probably historic. When Stephen has time these will be painted. |
| 4 | Hall, basement and prayer room clean-up and sort out cupboards | A clear-out has started and the table tennis table has now gone to a church in Normanton. A skip has been hired to arrive on Wednesday 8 th April. Paul and Hilary will check some items in the basement that can get put on skip. There has been offers of help for the clean-up days by David from Tae Kwon Do. |
| 5 | Hall decorating & fix skylights (B & Q funding???) | Paul will try again to contact the roofer (Mr Tony Rowe who has worked for St Peter's) for quotations to fix/repair existing skylights but also to request a quote for removing skylights and roofing over with new daylight led ceiling lights inside hall. Once we have this, we can look for another quote for comparison as per minutes of previous meeting. We will continue to look for external funding to help with these improvements. |
| 6 | Outside noticeboards at church needs repairing | Paul has this in hand. |
| 7 | Praying – “watching over” - people | This will be discussed at a future meeting when all are in attendance. . |
| 8 | Railings of Baptistry | Stephen McGill tto paint these in a blue colour to blend with the baptistery and church wall when he has more time after his house move. |
| 9 | Update website | This to be discussed at the April Deacon's meeting.. |

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| 10 | Chair lift & ramp for hall | To get quotes and try to secure funding for this |
| 11 | Additional shelves in store room | Alex with fit these as per conversation with Mags from Daniels Den |

Dates & Events for 2026

Dates for Deacon's Meetings 2026

Monday 20th April 10.30am; Monday 18th May 10am

Generally last Monday of each month unless this is a bank holiday or half term. We will check each month to confirm the date is suitable for the majority.

EMBA event

On 25th April the EMBA will be running an event in our church focusing on "Women in Ministry". Elsie to advertise and get names on Sunday.

Others

The Small Church Hub is to be hosted at LBC on Sunday 14th June – time to be confirmed

Church Picnic

This will be held on 12th July. Elsie will confirm the date with YWAM and practicalities can be discussed nearer the time.

First Aid Box

A first aid box in in the kitchen and tea-point. A new GDPR compliant accident book has been purchased. Reporst should be duplicated with one copy given to the person who has had the accident and one kept locked in the office.
Still need a poster stating who the church first aiders are.

Church security

To be discussed at next meeting.

Next meetings

Monday 20th April 10.30am in the Manse