

NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES
Saturday 8th March, 1.30 p.m. at Epping Meeting House

20/14 Present

Jim Grigg, David Irwin (Clerk) Rose John, Antony Rawlinson, Judith Roads.

Prevented: Roger Yvonne Estop

20/15 Reading

We have heard paragraph 23:44 of Quaker Faith and Practice in our opening worship.

20/16 Coronavirus / COVID-19

We have received the attached email from the Recording Clerk and have noted carefully its contents and, while remaining welcoming, are carrying out its recommendations. Our clerk has written to our Local Meetings, employees, and line managers forwarding the email so that it might have a wide distribution among our employees, those we contract for works (cleaners, gardeners), and our building users and those Friends with direct responsibilities for our buildings. We are aware that a similar email has gone to our LM & AM Clerks. We shall continue to monitor the matter and act accordingly to ensure everyone's wellbeing.

Our AM All-Age Weekend at High Leigh is due to take place in a month's time. We have been in touch with Liz Ingham of the High Leigh Committee which also meets today and been made aware that our committee has received a number of cancellations. We have discussed the financial implications that might fall on the Area Meeting should the event have to be cancelled.

20/17 Wanstead Wardenship

We have been sent the attached paper and associated appendices, the minute of Wanstead LM and that of the LQPT Officers. The paper was slightly revised in the light of the latter.

We recommend the revised paper and associated appendices to the LQPT Trustees, aware that the LQPT policy is to seek a commercial rent for accommodation.

We did consider whether the new Wanstead building manager might also, in time, take on the booking using the system MBS presently uses, and similar to how Leigh are operating now. We would welcome the 12 months review.

We recognize the hard and thorough work many Friends have put in to bring in these proposals.

20/18 Treasurers' Committee – January meeting

We have received the attached minutes of our AM Treasurers' meeting held 18th January and note their contents.

We are pleased to learn that all but Walthamstow Premises and Wanstead LM accounts have now been reviewed and that the AM consolidation is underway. We thank all our Treasurers for their work. We look forward to further account simplification during this year.

20/19 Finance Policy

We thank Jim Grigg and Alan Fricker for the re-drafting of our AM Finance Policy. We have reviewed this and, with amendments made in this meeting, now agree it. We forward the policy to AM and recommend its adoption by them.

20/20 External examiner – annual appointment by Area Meeting

AM Trustees had asked AM Treasurers' Committee (AMT 19/61) to retender for an external examiner. As this process has not yet been completed, we recommend to Area Meeting that they approve the appointment of Myrus Smith as the Area Meeting's independent external examiner for the 2019 accounts. We forward this minute to Area Meeting.

20/21 Employer's Liability Insurance

Further to minute 20/12 LQPT had paid the annual premium direct at the same time as the Public Liability Insurance for all the LMs/AMs across London. Certificates are archived by LQPT for the statutory 40 years.

20/22 Pension re-enrolment and re-declaration

We have been reminded by the Pension Regulator that every three years, before our staging date of 1 May, we are obliged as an employer to put certain staff back into our pension scheme. Their letter is attached. With the help of Wendy Blake Ranken, this process is underway.

20/23 Walthamstow Premises

We have received the attached extract of Minutes of Walthamstow Premises Committee held on 11th February 2020 and note their content. Roger Yvonne Estop has told us the planning permission for a Greenleaf Road property will not affect us.

20/24 Annual Appeal

The LM/AM/BYM appeal leaflets have been obtained, a covering letter is being drafted and the distribution list is being compiled. It is hoped the appeal will be ready next month. We agree to ask each LM to work together to raise the AM budget in proportion to their numbers. Details will be sent to each LM clerk.

20/25 Romford Meeting House and future arrangements

We ask Judith Roads to speak with Anna Saunders about the current arrangements and work towards clearness on future agreements.

In the light of these discussions we will look at some future options for Romford meeting house at our next meeting.

20/26 Property Report

Our Friend Roger Yvonne Estop has sent us the attached report on our meeting houses. We have reviewed its content and thank him for this report.

20/27 Harlow Meeting House site

We ask our clerk to speak with Harlow LM clerk about the letters sent 17/2/2020 to housing associations and the local council.

We remind LM Clerks and Premises Clerks to forward their minutes to AM Trustees.

Signed in and on behalf of the Trustees of NET AQM

David Irwin (Clerk)