

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Friday 17<sup>th</sup> January, 7 p.m. at Romford Meeting House**

**20/01 Present**

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

We welcome Antony Rawlinson as a new AM Trustee to his first meeting. He was appointed by AM min 19.129 to serve until 12/2022.

We note that Roger Yvonne asked to be released from service early in 2020 and AM agreed to this. Roger Yvonne continues to serve into 2020.

Prevented: Roger Yvonne Estop

**20/02 Reading**

We have heard part of paragraph 22:95 of Quaker Faith and Practice in our opening worship.

**20/03 Trustee Declarations**

We have reviewed our declarations of eligibility to serve as trustees, our declarations of interest and those required for employers' liability insurance and find them in order. All are held on file.

Further to minute 19/22 we shall notify and provide certified documentation to CAF Bank of our new AM Trustee, Antony Rawlinson. LQPT also needs to be informed.

**20/04 Calendar for 2020**

We have looked again and amended in this meeting our calendar for 2020 (attached)

**20/05 Annual Report 2019**

We thank Rose John for her offer to begin drafting the 2019 Annual Report.

**20/06 Memoranda of Understanding**

We recognize that the Memoranda of Understanding (as per Qf&p 4:34) drawn up between the Area Meeting and Local Meetings are out of date. We ask Judith Roads and Antony Rawlinson to work together on revising them keeping to a common format as far as possible, being aware of the Simpler Meetings Project and bearing in mind the pan-London work which is underway.

**20/07 Future of Harlow Meeting House / site**

We have received Harlow LM minute 20.08 (attached) and note its contents.

### **20/08 Walthamstow Meeting House and Baptist Church redevelopment**

We have heard from Christine Downes-Grainger of Walthamstow Premises Committee of the proposed submission by the Baptist Church of a revised housing development scheme keeping to their existing rear hall's footprint. A site visit to include John Dash of LQPT has been arranged.

### **20/09 Walthamstow Meeting House lean-to redevelopment**

We have received min. 19/58 of Walthamstow Premises Committee (attached). The work is to go ahead and is due to be completed in April.

We recommend to Area Meeting that the designated sum of £17,405 held in the AM account for this work now be transferred to London Quakers Property Trust.

We forward this minute to Area Meeting.

### **20/10 Safeguarding update**

Further to minute 19/64 Rose John and Jim Grigg are progressing the implementation of our AM Safeguarding policy and have spoken with Harlow, Leigh and have an appointment to speak at Epping LM. Pete Southern (former Assistant Safeguarding Officer) is due to speak to Wanstead LM. Romford, Walthamstow and Bethnal Green are due visits. Chrissie Pax has been appointed as Assistant Safeguarding Officer. Regular governance meetings continue. We are working on a consolidated AM-wide list of those Friends who have had DBS checks.

### **20/11 Voluntary wardens and wardens**

We have reflected on the work of our wardens at Romford and Wanstead.

### **20/12 Treasurers' Committee / Finance update**

We note that this committee will be clerked by Alan Fricker. They are due to meet tomorrow at Epping. Jim Grigg hopes to attend and help get the 2019 Consolidation of accounts underway. We ask him to act on any matters of concern regarding the 2019 accounts on our behalf.

We note that Epping LM account was closed in December 2019 with the balance transferred to the AM account on the 31<sup>st</sup>. We thank Epping Friends for their speedy work at the end of the year in furtherance of the simplification of our AM finances.

We ask Jim Grigg to write to the clerk of the NET Quaker Trust informing them of the sum spent on courses in 2019 and ask if they might again consider covering the cost of these.

We seek an invoice to pay our Employer's Liability Insurance for 2020. This sum will be reclaimed from LQPT.

We ask Jim Grigg to present the proposed 2020 budget now amended in this meeting to AM on Sunday for their approval and adoption.

### **20/13 Confidential Minute**

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Signed in and on behalf of the Trustees of NET AQM  
David Irwin (Clerk)

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Saturday 8<sup>th</sup> 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 18<sup>th</sup> 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)

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Saturday 16<sup>th</sup> May, 10.30 a.m. by Zoom**

**20/28a Present**

Roger Yvonne Estop, Peter Green, Jim Grigg, David Irwin (Clerk), Rose John, Antony Rawlinson, Judith Roads.

We welcome Peter Green to his first meeting as an AM Trustee (AM minute 20.10 refers)

This meeting is being held via Zoom. We are keeping to our schedule of meetings to continue good governance.

**20/29 Reading**

We have heard Advices & Queries No. 41 from Quaker Faith and Practice in our opening worship.

**20/30 Finance Policy**

Further to minute 20/19 we have received AM minute 20/32 (attached)

**20/31 External examiner – annual appointment by Area Meeting**

Further to minute 20/20 we have received AM minute 20/31 (attached)

**20/32 Pension Contributions for Area Meeting staff**

We note LQPT minute 20/19 (attached) and will ensure this is applied in the case of our two members of staff.

**20/33 Minimising costs**

We have received from LQPT Officers and Finance Committee minute 26/20 headed Finance Update (attached). We hope that John Dash has had a positive response from our LM Premises Treasurers and that actions to reduce our costs whilst our buildings remain closed and generating no income are being implemented. We ask our clerk to help John Dash as necessary.

**20/34 Wanstead Wardenship**

Further to min 20/17, we have received LQPT minute 20/15 accepting the proposal (attached)

We are unclear quite where we are in the process of formal consultation. Now that lockdown has been eased, the process of gathering data about the bungalow should be able to restart. We ask our clerk to check in with the 'small group' and report back.

**20/35 Pay rates at Walthamstow**

We have received and implemented the decision contained in LQPT min 20/14 (attached).

Celia (Ceals) Berry [Building manager at Walthamstow] has written to us (attached) offering to be paid at 80% her current rate until such time as the building is open again and she has a full week's work to do. We note the email from Christine Downes-Grainger with background information.

We accept Ceals' very kind offer and will ask Wendrie Heywood to put this into operation from 11<sup>th</sup> May, checking first with Wendy Blake Ranken and the payroll company on any employment implications. We shall review this at the end of August unless the building has already reopened.

**20/36 Harlow Meeting House site**

Further to minute 20/27 we have received Harlow LM minute 20.22.02 (attached).

We welcome these initiatives of Harlow Friends and will continue to offer our support.

### **20/37 Romford Meeting House and future arrangements**

Further to minute 20/25 we have heard a report of discussions between Nora Kelson, Anna Saunders and Rose John with input from Roger Yvonne Estop.

Given the current restrictions and the likelihood of continued social movement restrictions for some time, we concur with Rose John's, Nora Kelson's and Anna Saunders' discernment and wish to offer Debbie Ellis an interim tenancy of the bungalow while a strategy for the future of the meeting of Romford Friends is established. We encourage Romford Friends with Judith Roads to investigate and try out other venues for holding meetings for worship.

We ask a group of Romford Friends, drawing on the experience of Friends involved in the Wanstead investigations (i.e. Helen Carmichael, Sue McCarthy, Kate Green, Pete Southern) and someone with LQPT experience to draw up a strategy for the future of Romford Friends worshipping group.

### **20/38 Treasurers' Committee – April meeting**

We have received the attached minutes of our AM Treasurers' meeting held 22<sup>nd</sup> April by Zoom and note their contents.

We are assured that Walthamstow Premises account is close to being finalized and that then consolidation should be completed by the end of May.

Myrus Smith [Ltd.] are ready to accept our accounts for external examination and have called in Harlow LM and Premises accounts.

We have seen a great increase in financial giving in the first quarter and hope this is an encouraging trend. We encourage more Friends to make one-off, regular or standing order donations, and for those already so doing to review the sum given in line with advice set out our appeal letter earlier this year.

We ask the AM treasurer/Bookkeeper to speak to financial matters at our next Area Meeting, reassuring Friends of the situation, but encouraging considered financial giving and ask that our Treasurer Committee minutes are widely circulated and read.

### **20/39 Annual Report 2019**

We thank our Friend Rose John for circulating in advance of this meeting a first draft of our 2019 Annual Report.

We have made good progress on commenting on this and look forward to seeing a final draft soon.

### **20/40 Data Protection Report**

Further to minute 20/13 we have received the following report and note its contents. We have had an offer from Sam Roads to help develop the membership database as outlined in the report and would encourage David Irwin and Judith Roads to work with him on this.

We ask David Irwin to speak with the AM Clerk and Clerk to AM Nominations Committee about aspects of the report and compliance with the Data Protection Act.

Signed in and on behalf of the Trustees of NET AQM

David Irwin (Clerk)

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Friday 26<sup>th</sup> June, 10.30 a.m. by Zoom**

**20/41 Present**

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

This meeting is being held via Zoom at a time when lockdown restrictions are being lifted. We meet to continue good governance.

**20/42 Update Summary**

We have received the attached document from our clerk summarizing what has been happening in each of our local meetings since we last met. We note its contents.

**20/43 Reopening our Meeting Houses**

We appoint Judith Roads, the AM Trustee with responsibility for Health & Safety, as the Covid-19 Safety Coordinator. We ask her to liaise with our premises committee clerks (1 person per meeting), encourage them to support each other in the risk assessment work and working towards the reopening of our meeting houses.

We recognise that there should be no common set-date for reopening. We note that many forms have been completed already, but that as circumstances change they will need to be revisited. We ask Judith Roads to review the completed forms and report back to us at our next meeting.

Following (changing) government guidance, with LQPT permission, Local Meetings should minute their intention to reopen for worship and then await Trustees' decision.

We ask Peter Green and Judith Roads to find a Covid-19 Policy template.

We ask David Irwin to continue liaising with our employees and voluntary wardens, with LQPT officers and AM representatives and keep Judith Roads and other Trustees informed.

We remind Friends that apart from nurseries and the food-bank, meeting houses remain closed for all lettings.

**20/44 Hybrid Meetings**

We note some meetings have already started considering how we include Friends who are not able physically to be present at meetings for worship in our meeting houses. We encourage Premises Committee clerks to share together their thoughts and proposed actions. David Irwin will enquire if the costs of equipment and running cost would be covered by LQPT.

**20/45 Upcoming meetings**

We note the following meetings are planned:

Pan-London	27 June
LQPT & AM Trustee clerks	2 July
LQPT	13 July
Treasurers Committee	15 July
Area Meeting	19 July

**We expect to meet again by Zoom on Thursday 16<sup>th</sup> July**

Signed in and on behalf of the Trustees of NET AQM  
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David Irwin (Clerk)



**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Thursday 16<sup>th</sup> July, 10.30 a.m. by Zoom**

**20/46 Present**

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

This meeting is being held via Zoom at a time when lockdown restrictions are being lifted. We meet to continue good governance.

**20/47 Reading**

Paragraph 21:14 of Quaker Faith & Practice has been read in our opening period of worship.

**20/48 Reopening of our Meeting Houses**

Further to minute 20/43 Judith Roads has updated us on progress. We thank her for convening the mutually useful Zoom meeting on 10<sup>th</sup> July of our Premises Committee clerks and for giving ongoing support.

We thank our Premises Clerks and other Friends for their careful work, detailed considerations and form-filling for the preparation needed to reopen our buildings.

LQPT's insurers Gallagher issued a check list for the reopening of religious buildings. These have been completed for all of our meeting houses and nothing untoward has been reported.

We have reviewed the 'Reopening for Worship' risk assessments and LM minutes so far received and heard of the improvements made to them on the recommendation of our AM Trustee responsible for Health & Safety, Judith Roads, assisted by Peter Green.

We ask Judith Roads in her continuing conversation with Premises Committee Clerks to ensure the risk assessments include 2 metres distance, that facial coverings should be worn where Friends can, that an appointed Welcomer keeps for 4 weeks a separate list each week of those attending meeting for worship, and that contact details are known in case a Friend subsequently falls ill.

While online meetings for worship continue, we should not actively seek to encourage new enquirers to join us in our meeting houses, but, should they arrive, they are welcomed with a smile. Whilst remaining welcoming we ask that attention is drawn to Friends of the need to check they themselves are clear of Covid-19 symptoms before coming to meeting.

These actions having been included in the risk assessments, we are content that measures are in place to permit the safe holding of meetings for worship at Romford and Walthamstow from 26 July, but ask that the revised risk assessments are shared with a Local Meeting and minuted.

AM Trustees will meet as needed to review further assessments and minutes.

We recognise the particular circumstances of our Friends at Bethnal Green and welcome the offer to Bethnal Green Friends to worship at Wanstead.

We wish to stress that there is no compulsion, nor rush to reopen meeting houses neither for worship nor for letting customers. Online meetings for worship will continue for the foreseeable future, as will the online twice monthly children's meeting hosted by Walthamstow Friends. Friends technologically unable to join these, as well as Friends not wishing to, will continue to receive support from AM Overseers and Elders. The United

Reformed Church Personal Risk Assessment Guidance and similar Church of England guidance have been shared with AM Overseers ahead of their July meeting.

We recognize that Friends are struggling through, yet we have hope that meeting again in person will enable the Spirit to shine brightly once again amongst us and give guidance and inspiration as we go forward.

#### **20/49 Harlow Garden Meeting for Worship**

We have heard that Friends in Harlow would like to meet in their garden on 26<sup>th</sup> July. As well as the referring them to matters raised in Min. 20/48 above, we ask Judith to share Romford's risk assessment with them that it might be closely adapted, and that it be brought before their Local Meeting for adoption.

#### **20/50 Annual Report 2019**

Further to minute 20/30 we thank our Friend Rose John for circulating in advance of this meeting a current draft of our 2019 Annual Report which includes improved wording in places. We shall return to this at our next meeting.

#### **20/51 Treasurers Committee**

Our Treasurers Committee met yesterday evening so the minutes have only just been distributed. Our Treasurer, Jim Grigg was present and has told us about the meeting.

We thank LQPT for agreeing to cover the costs of the various Zoom accounts which have enabled publicly available meetings for worship to continue.

The 2020 budget has been revised in the light of current, healthy circumstances. We shall look at the changes proposed and come back to them at our next meeting.

Signed in and on behalf of the Trustees of NET AQM

David Irwin (Clerk)

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Sunday 23<sup>rd</sup> August, 5 p.m. by Zoom**

**20/52 Present**

Peter Green, Jim Grigg, David Irwin (Clerk), Rose John, Judith Roads

Prevented: Antony Rawlinson

This meeting is being held via Zoom at a time when lockdown restrictions are being lifted. We meet to continue good governance.

**20/53 Reopening more of our Meeting Houses**

We have received the completed risk assessments and Min. 20/72 of Leigh-on-Sea LM proposing the reopening of their meeting house for worship beginning next Tuesday as well as for a limited number of hirers. Judith Roads has spoken to these, including amendments in the light of comments from trustees

We thank all Leigh Friends for the work involved to prepare for the reopening after the completion of their quinquennial works.

We are content that measures are in place to permit the safe holding of meetings for worship at Leigh.

**20/54 Limited reopening to hirers**

We have heard of more meetings wishing to reopen to some hirers. We recognize that it is not yet possible to have back-to-back bookings nor, in most cases, simultaneous occupancy by two or more hirers, but agree to lettings re-starting on this limited basis from September.

We ask Judith Roads at the Zoom meeting convened for Premises Committee Clerks on Monday 31<sup>st</sup> August to ensure it is understood that our booking terms and conditions must now include revised, Covid-19 hiring requirements, including:

a reminder to hirers that meeting houses are classed as 'multi-use community centres' and so government guidelines for this type of building must be followed  
<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

a copy of the hirer's risk assessment is provided and kept on file with their booking contracts as per our insurer's instructions, but we record that the responsibility for the safety of users falls on the hirer not the owner of the building (LQPT)

a list of attendees should be kept for 21 days and then destroyed

that each group acknowledges their responsibilities and that all users are aware of our responsibilities and expectations.

**20/55 Annual Report 2019**

Further to minute 20/50 we now agree the text of the annual report.

### **20/56 2020 AM Budget alterations**

Further to Minute 20/51, noting that we are now looking at a surplus of around £7,000 (and not £14,000) we now agree the variations to the 2020 budget as proposed by our sub-committee (AMTC 20c refers) and commend it to September's AM.

We are reminded that this would leave us with a slight deficit and encourage Friends to reflect on their financial giving to support all our Quaker needs.

### **20/57 Worship at Bethnal Green**

We welcome the initiative for a few Bethnal Green Friends to meet outside at the Gallery Café, Old Ford Road following government recommendations including those regarding physical distancing. The Harlow Friends relevant guidelines have been sent to them by Judith Roads.

Signed in and on behalf of the Trustees of NET AQM

David Irwin (Clerk)

### **AMTC 20/12 AM Budget 2020**

We have reviewed our 2020 budget and a surplus of around £14,000 is anticipated.

We agree a request from David Irwin to increase the binding budget to £625 with progress having been made on archiving large numbers of minutes from across the Area Meeting.

The Covid Pandemic has placed financial strain on Quaker organisations including Britain Yearly Meeting itself. Area Meeting Treasurers were asked to consider if Friends could increase our giving to support Quaker organisations.

The Area Meeting donated funds already paid for courses this year at Woodbrooke rather than receive a refund. Bearing this in mind we recommend that £2,500 would be a reasonable further donation to make alongside encouraging Friends to follow online courses with Woodbrooke,

Based on the forecast we recommend an initial additional contribution to Britain Yearly Meeting of £5,000 with the potential to pass more as figures become clearer later in the year.

We encourage Friends to consider whether they are able to contribute personally.

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Tuesday 1<sup>st</sup> September, 5.30 p.m. by Zoom**

**20/57 Present**

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

**20/58 Reopening of Wanstead Meeting House**

We have received the completed risk assessment, and Min. 20/46 of Wanstead LM supporting the reopening of their meeting house for worship.

Since the LM Judith Roads and Peter Green have spoken, and Judith Roads has clarified various points with John Smith, Clerk to Wanstead Premises Committee:

that children meetings are not planned at present  
that air dryers will not be used  
that 4, rather than 3, people are 'on duty' and the duties made clear.

We suggest that the Welcoming letter to Friends, if anything, be put on the website, rather than the full risk assessment.

Peter Green has reminded Fiona Day (Convenor of overseers at Wanstead) of the advice that can be given to Friends to self-assess their own physical return to meetings for worship.

We are content that measures are being put in place to permit the safe holding of meetings for worship at Wanstead, and will be tested and in place when they are ready.

**20/59 Meeting of Premises Committee clerks, 31<sup>st</sup> August**

Further to min 20/54 we are pleased to hear of this second Zoom meeting of clerks and others held yesterday and how useful clerks felt it was to discuss matters around re-opening for worship and hirers, and experience the support they could give each other. Another meeting is proposed in about a month's time.

Signed in and on behalf of the Trustees of NET AQM

David Irwin (Clerk)

**NORTH EAST THAMES AREA QUAKER MEETING TRUSTEES**  
**Saturday 17<sup>th</sup> October, 1.30 p.m. by Zoom**

**20/60 Present**

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

This meeting is being held via Zoom for our own safety and at a time when the number of people who can meet in one place is restricted to 6. We meet to continue good governance.

**20/61 Reading**

An extract from Faith & Practice of North Pacific YM by John MacMurray (1967) was read in our opening worship.

**20/62 Reopening of our Meeting Houses**

We give thanks to all our staff, resident volunteers and Friends who have worked so hard and conscientiously to enable worship to resume in our buildings, and to those who continue to host Zoom meetings for worship and committee meetings online. We are reassured to know that everything is going well and that some lettings are happening too.

Our Harlow Friends intend to trial indoors worship from early November. We have received their risk assessment and, subject to confirmation that suitable cleaning arrangements are in place, we are happy for indoor worship to resume.

Our Friends in Bethnal Green are investigating the opportunity of hiring a local church hall where they can meet together with suitable physical distancing. They are liaising closely with Judith Roads (Health & Safety) and LQPT.

**20/63 Buildings**

We are grateful for the completion of the lean-to rebuild (Side Office) at Walthamstow and to learn that it and the Upstairs Office have been let long-term.

Although work on the windows at Wanstead has been put on hold until next year, we support moves, using the building fund monies at Wanstead, to get the foyer works including the electronic doors done sooner, which will smooth new ways of working at Wanstead.

Harlow Meeting is awaiting a response from Harlow Town Council on their building queries from earlier in the year.

**20/64 Leigh-on-Sea transfer discernment**

We note Leigh-on-Sea Friends' careful discernment of their future relationship with this Area Meeting and their wish to join Mid-Essex AM. We shall consider this matter at our next meeting in the light of the discernment of our and Mid-Essex AM.

**20/65 LQPT Annual Meeting**

This delayed meeting will take place on Thursday 26<sup>th</sup> November at 6 p.m. by Zoom It has been delayed as the annual accounts have not yet been returned by auditor. It is not expected that the LQPT quota due from NET AQM in 2021 will vary much from the current £30,000.

### **20/66 Treasurers' Committee held 14 October**

We receive the minutes of our sub-committee and note their contents. We thank all our treasurers for the work they have put in.

We shall recommend to Area Meeting the appointment of Myrus Smith for the 2020 account examination.

We ask Jim Grigg and Peter Green to work on a tendering process for 2021's accounts.

### **20/67 Charity Commission Registration**

We have received the following minute from the Quaker Stewardship Committee meeting on 9<sup>th</sup> September 2020

#### (a) Registration of excepted charities

The Office for Civil Society is currently consulting on whether to extend the deadline for registering excepted charities for 5-10 years. We have received the recording clerk's response to this consultation, supporting an extension and asking for a clear plan and timetable and for permission for excepted charities to register early if they are ready to do so (QSC-2020-09-09a).

QSC will be able to use this opportunity to proactively support unregistered AMs to become CIOs or merge with other AMs for their governance

We see this as an opportunity for London Friends to devise a new structure of trusteeship and/or charity before embarking on formal charity registration. The Pan-London Steering Group met on 6<sup>th</sup> October resuming their work with the Working Group. Clearer options are being worked on and will be presented for consultation with London Friends in due course.

### **20/68 Budget 2021**

We have looked together in greater detail at the draft budget and thank Jim Grigg for speaking to this. Subject to slight amendments, we recommend the adoption of this budget to raise £54,000 in 2021 to Area Meeting, noting that it means a small deficit.

Signed in and on behalf of the Trustees of NET AQM

David Irwin (Clerk)