

02/06/2025

Attendees: Nick Blamire Brown, Jeff Robinson, Nick Miles, Simon Pearson, Katie Hobley, Sue Foster via facetime (minutes).

Agenda

1. Update on action points from last meeting
2. Sign off Risk Assessment and Contingency Documents.
3. Project Programme Timetable- see attached. Additions and Dates.
4. Communication Strategy- see attached. Plan implementation of this.
5. Any other business.

1. Action Points from last meeting

Katie offered to have a go at representation of church plan using ArtiCAD which she uses at work or even ChatGPT. (AP1)

Katie has had a go and will email it out as a jpg. (ongoing)

Simon offered to produce a Questionnaire, possibly using Google Forms, to generate support and ideas. Simon will present it at our next meeting. Simon suggested that, to encourage people to complete the questionnaire, it could be a mini competition with a prize. (AP2)

Complete. See "Communication Strategy" below for further action.

Jeff said that he will communicate with the Ecclesiastical Insurance Company (AP3)
The response was positive. "Having read through the document that set out the proposed changes / improvements, there is nothing within that document that would cause us concern as your insurer. Indeed, the changes are all positive and will improve not only the fabric of the building but also its use. To that end, I see no reason why you should not proceed ensuring of course that you seek diocesan faculty approval."

2. Sign off Risk Assessment and Contingency Documents. **Completed**

3. Project Programme Timetable- see attached. Additions and Dates. **Completed**

4. Communication Strategy

As I am sending these minutes out rather late and there has been a lot of progress since the meeting, I am therefore capturing the current plan as captured in Nick BB's email of 12/6/25 and subsequent responses.

Nick M. gave a full report on the progress of the project to the PCC meeting on Monday and they are very supportive of what we are proposing.

They also gave their endorsement to the questionnaire drafted by Simon.

This is the current plan.

The first stage is to fully engage with our church members on the questionnaire on Sunday 15/6/25 before going out to the wider community. We will do that at the Sunday service and through a message to all those who receive our email services. Also a note to those who receive our postal pack. This will encourage church members to complete the questionnaire.

Nick BB. Has drafted this notice:

Church Questionnaire for Holy Trinity.

A project team set up by the PCC have been developing proposals to make our Church Building more sustainable for the future.

As part of that the PCC last Monday approved a questionnaire to obtain the views of both church members and local residents. The results of the survey will help the Church to apply for grants for the works proposed.

If you would like to have more details of the proposals either e mail Nick Blamire-Brown at njbb@hotmail.co.uk or ring him on 024 76395467.

Triple a will kindly give one of their delicious large pizzas to 5 lucky winners who complete the questionnaire. All you need to do to enter the draw is to fill in your e mail address on the questionnaire.

Can we urge all those who receive this e mail service to complete the short questionnaire by clicking on this link- <https://forms.gle/szYaZ43c4kBZfkfXA>

It really does only take a couple of minutes to do and will help us achieve keeping our Church Building for future generations. Thank you in advance.

This can be put on our social media sites - we would ask Wendy to put that on our Facebook page, Sue on our website and Katie through all her social media pages.

Early next week, Simon will ask the heads of Michael Drayton and Nathaniel Newton to put an item in their newsletters?

Nick BB. will ask Christian, vice principal of the Academy, if he could publicise it to their parents and students.

Nick M will do an A4 poster which we can put up on noticeboards and print off hardcopies of the questionnaire which we can then ask businesses/organisations such as the community centre, library, post office, local shops, pubs, clubs and surgeries to display and have hard copies of the questionnaire to hand out.

A.O.B.

Curtains

Jeff is to visit camstage in Luton on 4/6/2025 to discuss the curtains.

AV

Nick is having to replace 2 broken microphones on the current system. Providers may be able to advise.

Date of next meeting - 30th June at 7pm. (Sue will hopefully join again by FaceTime if the meeting is held in the Community Centre or Library, mobile signal permitting.)