



# CHURCH OF GOD OF PROPHECY, WEMBLEY

## Minutes of Quarterly Business Meeting

Held On

Saturday 30<sup>th</sup> October 2021 @ 6.00pm

Via

ZOOM VIDEO CONFERENCING

### PRESENT:

Senior Pastor Errol Williams	(EAW)	-	Senior Pastor ( <b>Chair</b> )
Bro James Akinsowon	(JA)	-	Treasurer
Sis Maxine Coubry	(MC)	-	Clerk & Minute-taker
Wembley Church Members	(WCM)	-	36

ITEM No.	SUBJECT	ACTION
<b>1.0</b>	<b>Worship, Welcome, Prayer and Address</b>	
1.1	The Chair brought the meeting to order at 6.02pm.	
1.2	Sis Denise Christie opened in prayer.	
1.3	The Chair gave address from Psalms 119 vs 33...'Teach me O Lord, the way of they statutes, and I shall keep it unto the end.' keeping his statutes is a way of life, a way that is not always easy.	
1.4	Sis Navlet Sinclair was asked to pray.	
<b>2.0</b>	<b>Apologies / ZOOM Protocols</b>	
2.1	Apologies were given for Sis Shez Christopher, Yvonne Foreman and Sis Maxcine Akinsowon.	
2.2	The Chair went through the ZOOM protocols. The chat was monitored by Sis Denise Christie and Pastor Lloyd Ellington	
<b>3.0</b>	<b>COGOP Wembley 2021 Vision</b>	
3.1	The Chair shared the Wembley Vision 2021 on screen explaining the 5 core areas, SEEDS.	
<b>4.0</b>	<b>Previous Minutes &amp; Matters Arising</b>	
	<b>A) Minutes of previous meeting held 14th August 2021</b>	

<p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>Min Dawn Ellington queried the minimum number to be quorate as only 20 members had joined at this point. The Chair responded the meeting may be quorate, but he will look at the manual and get back to members. He asked Sis Denise Christie to make a note of this.</p> <p>The Chair presented the minutes of the previous meeting and opened the meeting for any corrections.</p> <p>9.2 - Change ‘...if he had done...’ to ‘...if Pastor Errol Williams had done...’, add Bro Godfrey Poorman’s name in full and change ‘he’ to ‘Pastor Errol’. 9.3 - change ‘he’ to ‘Pastor Errol Williams’. 9.6 - change ‘Faulkner’ to ‘Falconer’.</p> <p>Min Dawn Ellington moved a motion to accept the minutes as a true record. Sis Lorna Gayle seconded the motion.</p> <p>The poll was opened for members to vote. Only Sis Denise Christie (co-Host) and The Chair (Host) were unable to cast votes. The Chair asked those members who have more than one voter on the same device to make themselves known. Notification was given of Deacon Stanley Golding with Deaconess Golding and Min Noel McLean with Sis Pat Mclean.</p> <p>The poll returned results as follows: Yes 88% No 0% Abstain 3% Cannot Vote 9%</p> <p>The minutes were accepted and approved by the members.</p>	<p><b>EAW/DC</b></p>
<p>4.7</p> <p>4.8</p> <p>4.9</p> <p>4.10</p> <p>4.11</p> <p>4.12</p>	<p><b>B) Matters Arising</b></p> <p>6.2 correction of ‘end of July’ to end of June’</p> <p>Sis Maxcine Akinsowon gave apologies so could not give her report.</p> <p>Legionella – Min Dawn Ellington asked for an update on this. The Chair informed the church had paid the company for the test, but they sent the testing bottles to the wrong church. He has now requested them to be sent to his home address, but they have not yet arrived. He will be chasing them up and will come back to the meeting.</p> <p>6.5 Sis Dorrette Briscoe requested update on the minuting of monetary gifts to the Pastor. The Chair informed the finance manual was sent to all finance managers and trustees. The Chair requested Sis Dorrette check the finance manual and come back to the meeting.</p> <p>Min Dawn Ellington asked for an update on the ditch at the back of the church. Pastor Lloyd Ellington is to come back on this.</p> <p>Min Jacqui Ferguson requested an update on the bin situation. The Chair informed there has been no update as there has been no response from the council.</p>	<p><b>EAW</b></p> <p><b>DB</b></p> <p><b>LE</b></p>

4.13	7.2 Min Jacqui also asked for an update on temperature checks. The Chair confirmed there is no need to continue this.	<b>EAW/DC</b>
4.14	Min Dawn Ellington asked for an update on sending cards to leaving members. The Chair informed this is in hand and will be done within the next 4 weeks.	
4.15	Sis Lorna Gayle asked if a contract can be entered into for the bins and what is the problem. The Chair informed we are currently in dispute with the council. Sis Denise Christie confirmed Brent says they only supply residential bins so we must have had a contract with a private contractor. The church had industrial bins, not residential bins. Brent systems have changed all old data has been destroyed. Veola has always collected the bins. Sis Sar'i McLean informed this is a longstanding issue. Pastor Lloyd Ellington informed there are other churches who are in the same position. Although we are a charity, we are seen as a business and a contract needs to be put in place. Min Jacqui Ferguson suggested we fight and get proof notification was sent to the church of any changes as the bins were being emptied up to the point of being stolen. Min Lloyd Ellington informed we are about to be inspected and getting rid of waste is part of the inspection, therefore, this issue needs urgent attention.	<b>EAW/LE</b>  <b>MLT</b>
4.16	9.2 Sis Sar'i McLean referred to the ZOOM Protocols, requesting the point regarding cameras being turned on be removed. The Chair agreed this can be removed with MLT agreement.	
4.17	Min Dawn Ellington asked of the update regarding Pastor Steve Palmer's donation of £600 and the correct way to declare this. The chair informed this has now been given direct to Pastor Steve and he has been informed of his responsibility to declare it.	<b>EAW</b>
4.18	Deaconess Golding raised the question of recycling the church waste. The Chair informed we have a contract with a company to get rid of bulk waste 6 times a year, renewed annually, which Bro Michael Simpson assists with. Sis Denise Christie added all the bins have been stolen; recycle, waste and bottle bins. Sis Sar'i McLean suggested we increase our responsibility regarding recycling by organising someone to take the waste to the recycle centre. The Chair agreed this will be looked at going forward.	
<b>5.0</b>	<b>Treasurer's Report – 1<sup>st</sup> July to 30<sup>th</sup> September 2021 – 2nd Quarter</b>	
5.1	The Chair invited the Treasurer to present the finance report for the second quarter.	
5.2	The Treasurer went through the report highlighting all amounts more than £1000.	
5.3	Total income for second quarter is £80,646.88.	
5.4	Total expenditure for second quarter is £70,095.59.	

5.5	The Chair invited questions/comments relating to income.	<b>JA</b>
5.6	Code 1705 Sis Dorrette Briscoe highlighted the amount shown in the report looks like 10p. The Treasurer confirmed he will format the cells to show the £ symbol against the figures for more consistency going forward.	
5.7	The Chair went on to invite questions/comments relating to expenditure.	
5.8	Code 2740 Sis Khallilah German questioned the £1500 for car parking. The Treasurer confirmed £1500 paid in September covered outstanding amounts and £600 was in May 2021. Min Dawn Ellington queried the car park amount considering the church being closed. The Chair explained charges have been incurred since church reopening. It also covers funerals and other events in addition to the regular weekly charge.	
5.8	The chair asked for a motion to be moved to accept the report. Deacon Stanley Golding moved a motion. Sis Dorrette Briscoe seconded the motion.	
5.9	The Chair launched the poll for members to vote. Of the 34 members online 23 voted. 3 were unable to vote being host, co-host and sharing a device.	
5.10	The poll returned the following results: Yes 88%, No 0%, Abstain 3%, Can't vote 9%	
5.11	The Treasurers finance report for the second quarter of year 2021/2022 was accepted and approved by members.	
5.12	The Chair thanked the Treasurer and his team in preparing the finance report.	
<b>6.0</b>	<b>Ministers &amp; Departments Quarterly Reports</b>	
6.1	The Chair reiterated the process of submitting reports. The Pastor submits his report online monthly. Fully licensed ministers and lay ministers submit reports quarterly online via Elvanto. Auxiliary and Care Groups submit reports quarterly via email to the Clerk.	
6.2	The Chair invited Sis Evadney Stewart to report on her department. Sis Evadney informed Sis Janet Scott will present the ushers report.	
6.3	Sis Jamet Scott informed ushers have been diligent in serving. They have covered 10 events, (funerals, memorials, graduations, ordinations and celebrations). Special thanks were given to Sis Lorna Gayle for always making herself available even with health challenges. All ushers were thanked and appreciated for their hard work in serving.	
6.4	The Chair thanked Sis Janet Scott for giving a short but powerful report.	
6.5	Pastor Lloyd Ellington was invited to give his report.	

<p><b>6.6</b></p> <p><b>6.7</b></p> <p><b>6.8</b></p> <p><b>6.9</b></p> <p><b>6.10</b></p> <p><b>6.11</b></p> <p><b>6.12</b></p> <p><b>6.13</b></p>	<p>Cell Groups – meetings are held every month with Cell Group Leaders. Cell church training is hoped to be rolled out to the church. Cell groups will be reorganised according to location so that each can have someone in their group close by. It is more evangelistic than it is caring. Elements of caring is done through the church. It's no longer just the responsibility of the cell group leader but everyone looking out for each other. Working collectively, we cannot lose. The Chair added decisions regarding cell group will be made by MLT going forward.</p> <p>Members were invited to give comment on both reports presented.</p> <p>Sis Dorrette Briscoe thanked Pastor Lloyd for his support in times of need and support with the cell church.</p> <p>Sis Khallilah German asked if there will be a process in place if a member does not want to change cell group. Pastor Lloyd responded this has been brought up in the monthly care group meetings, but this will be taken into consideration and there can be an exception to the rule. The Chair added even if a decision is made issues will be taken into consideration.</p> <p>Sis Janet Scott asked if there would be training for the cell members. The Chair informed support and training will always be available. Pastor Lloyd explained that cell members are trained and developed to move on, in effect growing the church. The aim is for members not to be in church and not be developed. Members will be developed and grow.</p> <p>The Chair gave a big thank you to the Ushers team for providing an outstanding service.</p> <p>Sis Evadney Stewart asked what happens if one cannot have meetings in their home, being a care group leader herself, this would not give a good impression. The Chair responded this will be looked at.</p> <p>Sis Dorrette Briscoe informed that her group is following the training from the toolkit provided from Pastor Paul Davidson's training sessions.</p>	
<p><b>7.0</b></p>	<p><b>Trustee Appointments</b></p>	
<p><b>7.1</b></p>	<p>The Chair informed appointments are scheduled to be made on 4 December 2021. However, Trustees cannot be appointed there but need to be done at the next Business Meeting. He invited any interested members who would like to be a trustee to put their name forward to Sis Denise Christie for presentation at the next Business Meeting.</p>	<p><b>ALL</b></p>
<p><b>8.0</b></p>	<p><b>Easing Out of Lockdown</b></p>	
<p><b>8.1</b></p>	<p>The Chair highlighted many are not coming out to the building since lockdown has eased. Numbers have fallen from around 165-170, including children and visitors, attending to an average of around 85 attending now. However, there are now a few new faces. A discussion will be had with regards to collecting of offering through the aisles. We no longer have</p>	

	temperature checks but sanitizing stations are still in place. The water cooler cannot be back up and running without a clear legionella result.	
8.2	Guidelines will continue to be followed according to the Corporate 'Easing Out of Lockdown Roadmap'.	
<b>9.0</b>	<b>Pastor's Report</b>	
	<i>The Pastor's Report was presented before discussion of Agenda item 7.0</i>	
9.1	Pastor Errol Williams presented his report on screen as per <b>Appendix 1</b> attached.	
9.2	There is a new registry system in place for weddings. Sis Annette Dennis, Sis Denise Christie and Min Jacqui Ferguson, as well as, Pastor Errol Williams, are all official registrars.	
<b>10.0</b>	<b>Any Other Business</b>	
10.1	Bro Christopher Allen asked if the Pastor's Appreciation Dinner will be safe to attend. The Chair informed there have been other eating events on the premises already and things are in place to keep everyone safe.	
10.2	Sis Janet Scott asked if names still need to be noted at the door. The Chair confirmed this is still ongoing as part of the 'Easing Out of Lockdown' guidelines.	
10.3	Min Dawn Ellington questioned why would there need to be change to the collection of offering even though this has not affected the funds coming in. Sis Janet Scott suggested moving the baskets from the fire exit door now that restrictions on the one-way system is lifted. The Chair agreed this will be looked at.	<b>EAW</b>
10.4	Sis Lorna Gayle wanted to know why a fundraiser for building improvements is planned when the project is currently on hold. The Chair informed there are important things that need to be done even though the project is on hold. However, there is a possibility we may not be going ahead with the project. Pastor Lloyd Ellington confirmed they are looking at AC systems and other systems that can be moved.	<b>LE</b>
10.5	Sis Lorna Gayle asked how newcomers are being looked after. The Chair asked for Pastor Lloyd to look at this to ensure newcomers are well looked after so we do not lose them. This is a major priority.	
10.6	Sis Denise Christie raised Sis Christine Falconer's question of how those in financial difficulty are assisted if they want to come to church.	
10.7	Pastor Margaret Christopher asked if there are ways of finding out why members are no longer coming out to the building and whether they are getting too comfortable at home on the digital platforms. The Chair said he and Sis Denise will be making calls to them starting this week.	<b>EAW/DC</b>
10.8	In response to Pastor Margaret's request for clarity on AC units, Pastor Lloyd explained that the AC units are ones that can be unplumbed,	

	transported and replumbed as well as being covid compliant. AC is a major step in helping getting people back into the building	<b>EAW</b>
<b>10.9</b>	Pastor Lloyd also explained we need to ensure newcomers are placed in a group as soon as possible after joining. The Chair informed this is a great concern of his, especially where baptism is concerned and the legalities surrounding it. The Chair will have a conversation with Bishop Tedroy Powell regarding this.	
<b>10.10</b>	Bro Leroy Barr asked for a round of applause be given for all the works that has been happening in and around the church.	
<b>10.11</b>	Min Jacqui Ferguson asked if the name taking on entry can be revisited as she cannot see why this is still required. The Chair confirmed by showing the Easing out of lockdown process where it shows no change.	
<b>10.12</b>	Sis Lorna Ellington asked if the church van meets ULEZ. The Chair confirmed it does not and a decision will be made at the MLT all-day meeting on December 4. However, the van is parked outside the ULEZ zone.	<b>GB</b>
<b>10.13</b>	Deaconess Gloria Butler wanted to know if the van is available to pick up as she has seniors requesting to come out. Also, she has some individuals who want to be added to the church. The Chair asked Deaconess Butler to forward the names to him as he only has one name. Also, a decision is due to be made regarding the van.	
<b>10.14</b>	Sis Rebecca Campbell asked when will candidates class resume and if anyone has an iPad they are not using so she could give it to a shut-in family to view the church online. The Chair suggested candidate class can start online immediately and in the building. He asked for candidate names be given to him and for someone to be arranged to take the class.	
<b>10.15</b>	Sis Janet Scott referred to Pastor Margaret Christopher's point of members not coming out. She suggested cutting off the back area of the sanctuary until the front area, which can be seen on camera, is filled.	<b>JL</b>
<b>10.16</b>	Pastor Janet Lawrence informed Premier Radio is giving funds to help churches assist in the community. She will find out more about it and report back to Sis Denise Christie/Pastor Errol Williams.	<b>EAW</b>
<b>10.17</b>	Sis Dorrette Briscoe asked about leaders whose visits will have to pass into ULEZ and pay the charge. The Chair informed a discussion will have to be had regarding this.	
<b>10.18</b>	Deaconess Gloria Butler asked if we could maintain the service of picking up the brethren even though we will have to pay the charge.	
<b>10.19</b>	The Chair revisited Sis Christine Falconer's question raised earlier. The Chair requested anyone experiencing financial difficulty should make themselves known to him.	

<b>10.20</b>	Pastor Janet Lawrence delivered the closing prayer.  Meeting ended: 8.55pm	
<b>11.0</b>	<b>DATE OF NEXT MEETING</b>	
	Date of Next Meeting: TBC	

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Errol Williams (Senior Pastor)

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Maxine Coubry (Clerk)