

**At a meeting of Warwick Friends held at the Quaker Centre  
on Sunday 3rd December 2017**

Present: 15 Friends were present for our meeting, starting at 12 noon.

Minute 17/61 *Quaker Faith and Practice 223.12* was read aloud during worship today 3rd December 2017.

Minute 17/62 Past and future area meetings

Area meeting was held on Nov 8th 2017 at Bull Street FMH at 6.15pm. Dave Rawcliffe reported back to us on the following Sunday.

We appoint Adam Rugg to represent us at area meeting to be held at Bull Street on Thurs 7th December 2017 at 6.15pm. We ask him to report back to us as soon as possible after the meeting.

We appoint Dave Rawcliffe to represent us at area meeting to be held at Bull Street on Sat 27th January 2018 at 2pm. We ask him to report back to us as soon as possible after the meeting.

Minute 17/63 Area Meeting Nominations Committee Nominations

The names of Rob Hooper and John Sheldon were brought to us by Nominations Committee to serve on Area Meeting Nominations Committee. These names were acceptable to us. We ask the Clerk to forward them to the Area Meeting Clerk..

Minute 17/64 Warden's potential retirement - a way forward

We received papers (filed with these minutes) from P&F committee and the Warden, Edward Creasy, regarding his future retirement, his activities and possibilities for re-structuring the Warden's role, our use of outside contractors and the future of the Warden's flat.

P&F committee sought BM's guidance on how the discussion should be taken forward. We decided that the first step would be to send a questionnaire to all members and attenders by email by post where appropriate and also to display the questionnaire on the common room table and notice board, in order to get a broad picture of concerns and ideas regarding this process.

A special meeting would then be organised by the Clerk, after collation of answers received, in order to move the process forward.

Sarah Thompson, our treasurer, will make available the financial information that she is able to provide.

[Hirers will be consulted at a later stage.

We note that the Unitarians and the Wardens' on-line forum may have useful information which we may want to access.

Sarah Thompson and Gill Smith have offered to construct the questionnaire (which Sarah Thompson will distribute) and Marilyn Biles has offered to collate the answers, for which offers we thank them.

Minute 17/65 Missing reports

Our Clerk explained that although the due dates for reports are published in the Friendly Link and that, when sending out Final Minutes, she includes a reminder of which reports are due at the next BM, she often finds that reports are not sent or a delay is requested. She asked for the Meeting's advice on the action she should take going forward.

She was advised that she should speak personally to the relevant people, in order to understand their reasons.

After frank discussion, it was decided to table the discussion of committee reports at a later meeting.

Minute 17/66 Website - 'Contact us'

Our web-manager, Dave Rawcliffe, explained that we do not have a 'Contact us' facility on our website and asked us whether we wanted one and, if so, who should respond.

We decided that we would like such a facility and asked him to create it.

The Clerking Team will respond, forwarding as appropriate or necessary to Elders, Overseers etc.

In the discussion, the fact that the contact number of Warwick Quakers is our Warden's personal number was raised. We ask P&F committee to look into arranging a second number and ansaphone.

God willing we shall meet again on Sunday 4th February commencing 12 noon after Meeting for Worship, with agenda items and papers to the clerk by Thursday 25th January.

Meg Harper, clerk

Adam Rugg , assistant clerk

Continuing Minutes

Existing

13/37: WQM Members and Attenders List

14/03 (part) Review of Meeting List (see also 13/37 above)

16/28 (part): Fund-raising committee – annual report – re. use of contribution schedule

Minute 17/65 (part): Reports