

**At a meeting of Warwick Friends held at the Quaker Centre
on May 13th 2018**

Present: 9 Friends were present for our meeting, starting at 12 noon.

Minute 18/27 *Advices & Queries* No 6 was read aloud during worship today, 13th May 2018.

Minute 18/28 Past and future area meetings

Area meeting was held on April 19th at Selly Oak FMH at 6pm. Jane Holt reported back to us on Sunday 29th April.

We ask Jane Holt to represent us at area meeting to be held at Sutton Coldfield FMH on Saturday 19th May from 2 - 5pm, should she be able to attend. Unless someone else attends, we ask her to report back to us as soon as possible after the meeting.

Minute 18/29 Approval of finance for sandwiches and arrangements for AM at Warwick FMH on 19.7.18

We agreed to fund the cost of sandwiches (30 covers - £202.25) for AM at Warwick FMH on 19.7.18, to be made by Paul Lively of the Quaker Cafe. We ask Ed Creasy to arrange this with Paul, asking for a range of vegetarian, vegan and gluten free sandwiches and excluding meat and fish. The members of the Social Committee have volunteered to organise the event and the supply of cakes and fruit which we agree will be provided by members and attenders.

We ask our clerk to write to Area Meeting, requesting that the anticipated prior meeting regarding GDPR is well-advertised and potential numbers are returned to us, so that we can adapt catering if necessary.

Minute 18/30 George Timlin - memorial meeting

We agree to hold a memorial meeting to celebrate the grace of God as shown in the life of our Friend, George Timlin. We ask our funeral advisers, Wendy Edwards & John Sheldon, to make the arrangements in consultation with elders, Debbie Timlin and the rest of George's family.

Minute 18/31 Tessa Beaver - Memorial Minute

We ask Elders to approach appropriate friends to prepare memorial minutes for our late Friend Tessa Beaver.

Minute 18/32 Social Committee Report

We received the report of the Social Committee (filed with these minutes) and heartily thank them for their creative efforts on our behalf. We ask them to re-advertise the details of how to join the Film Club email group in The Friendly Link.

Minute 18/33 Elders' Report

We received the report of the Elders (filed with these minutes). We appreciate that this has been a very demanding year for Elders, three of whom are new to the role. We want to express our gratitude to them for their strenuous work in difficult circumstances.

Minute 18/34 Feedback from CYPC re Children's Birthdays

We received the following feedback in response to Minute 18/24 from our Children's and Young People's Committee:

Children's Birthdays will come out of The Link. The folder of children's details will be kept in a locked box with a combination lock from Ryman's or Staples until such time as the Children's Room is ready, when we will include a lockable filing cabinet. Parents will be asked to give permission for children's birth dates to be passed to the person who sends out birthday cards. This means that our registration form may need adapting to make sure parents give all relevant permissions. Annie Pettifer, convenor of CYPC, will look into this.

We are unable to accept these recommendations until we have clear guidance from Area Meeting on GDPR legislation and suggest that there is not financial outlay at the present time. We ask our Clerk to bring this minute to the attention of CYPC.

Minute 18/35 GDPR - the next step

We heard from our web-manager, Dave Rawcliffe, about the progress that has been made towards our compliance with GDPR. We thank and Helen Pemberton for their efforts on our behalf.

We heard about Area Meeting's progress towards a general policy on GDPR and how our personal information will be handled.

We heard that there is likely to be move to role holders having role holders' email addresses. We appreciate that role holders will need some training in using these from our IT manager.

We ask our IT manager to complete and test the work on 'the single list' and when this is done to give everyone who needs to use it instructions on how to do so. We ask him to keep us informed on policy developments.

Minute 18/36 Area Meeting Environmental Policy

We are in receipt of the Area Meeting Environmental Policy and are very interested in its contents.

We ask the Clerk to email the policy to everyone on our members' and attenders' list, suggesting sharing or our experiences on our 'eco-journeys'. We ask Anna Edelston to set up and 'eco-tips' column in The Friendly Link in which these tips and experiences can be shared.

We ask Dave Rawcliffe to add a similar area to the website.

We are inspired to share experiences and ideas with other churches and faith communities and hope that this can be reciprocal.

We ask our Clerk also to bring to the attention of all committees, so that they can consider how it can be implemented in aspects of their work.

God willing we shall meet again on Sunday June 3rd commencing 12 noon after Meeting for Worship, with agenda items and papers to the clerk by Thursday 24th May.

Meg Harper, clerk

Diana Biddlestone, 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

18/17: Advice re management of emails and current address list

