

Minutes of Bradwell Centre Committee Meeting, 10th March 2018.

1. Welcome, opening prayer, attendance and apologies for absence: Katie on Maternity Break, Simon Thompson at work. Present: Nicholas Mannoukas and Colin Butcher (Skype) Tim Fox, Susanne Kelly, Angela Mutum, Angela Smith, Roo Bull (Chair/minutes.)
2. Introductions – guest Angela Smith. (Angie.) Angie is to become an Othona trustee/director subject to formal confirmation at trustees meeting in May – and has agreed that this would be in the service of Bradwell, as treasurer. Angie is a qualified accountant.
3. Minutes of Meeting 3rd Feb, matters arising (if not on agenda):
 - Data Protection information – Tim confirmed we are compliant with all the regulations, as assured by Dave Hodgson-Brown.
 - Leader’s Leaflet (Simon and Nicholas) work in progress, to be ready for the BCC in May and in operation for summer speakers.
 - European Voluntary service (EVS) application turned down due to their lack of funds, but Othona encouraged to submit a bid in April for EVS volunteers to join us in September. Tim also working with Voluntary Action for Peace (VAPS) for 2/3 mid-term volunteers, supported from the Bradwell budget for board, lodging and pocket money; also Workaway volunteers.
4. Warden’s Report and update: Tim is appealing to the rest of the Community – if members uphold the belief that Othona should be supporting and encouraging families to join programmed activities such as Family Week and Christmas, then Tim and team need practical support to do this. Some established members can find such weeks difficult but we are an inclusive community; long standing members have memories of our own families’ disruptive behaviour, people need guidance and support. We agreed that each Family Week or similar needs a “Leader” as other weeks have a Speaker – offered a free stay. The leader to be a volunteer at the request of Tim; we also need a page on the Official Facebook calling for more experienced members to book

and share, to build community in these weeks. **Richard and Debbie** start Monday 19th March, with 6 weeks handover with Sandra and Dave.

5. Updates from Trustees Weekend– Trustee minutes shared by Angela M and Roo. We welcome the OWD 4-seasons studio; Pete and Mick are going down from Bradwell in April to do some ground-works.
6. Safeguarding – Tim had nothing to report. Susanne raised the need for extreme sensitivity to the needs and expectations of others, particularly those who are new to Othona: the language of banter between old friends will not be appropriate when involving new people who have a different history or background. It was considered that Othona needs to include this in our Safeguarding Policy, particularly in relation to sexist remarks, and that people should be encouraged to speak up and share concerns that have affected or offended them. Roo to raise this with Liz Johnson, Central trustee with a lead in Safeguarding.
7. Health and Safety - Simon’s instruction to tape off the hazardous straw-built shed has been carried out. No further concerns raised.
8. Finance and budgeting including access to Central Resources information; and hand-over of Bradwell treasurer role– Colin. Colin reported from trustees, including that there is a Service Level agreement with Othona’s accountants Alwyns, so the local treasurers do not need to do management accounts. There is a summary and set of notes prepared by the existing Bradwell Treasurer and he will distribute this to the BCC for approval. He spoke from these notes, and Angie confirmed this is within her range of experience; Angie will receive a log-in for the systems and Colin will hand over the responsibilities.
9. Wind Farm Grant Project progress: 3 estimates to be sought– Tim has this in progress. The Grant paid to Bradwell is put through Xero accounts with Central, as set up by Colin; Tim will pay the builders with money from Central transferred to Bradwell.

10. Programme update – Nicholas is pleased with the positive feedback on the 2018 Programme. He is in process of speaking to the summer leaders to plan what they will do and what they need. We owe huge thanks also to Sandra and Anouk for the help and support they have given in the production of this Programme. Nicholas is commencing work on the 2019 programme planning, with Jan Marshall and Rosie Sinden-Evans, aiming to have the programme out before Christmas 2018. Nicholas would welcome any ideas from the BCC or others, for events, or about the presentation of the forthcoming programme.

11. Communications – Web Sites, Full Circle, Facebook, leaflets etc.: Roo spoke of the new Othona Web Site for Bradwell to be up and running in very shortly, thanks to Dave H-B. There is a matching one for OWD; the Central Landing Page for Othona should just have links to OWD and Othona Bradwell-on-sea Essex, with a picture of each Centre and maybe the shared Mission statement. The new Centre web Pages will give each Centre a chance to develop as suits that Centre. “Full Circle” will give way to electronic communications and regular paper communications for those who do not access the Web.

We discussed the problems experienced because people use the unofficial “Othona “Facebook. Messages have caused offense and pain for Othona and, for some people, personally. We understand that people need an outlet to voice concerns, but these need to be constructive. We understand that unofficial sites cannot be moderated because they are set up with their own administration rights but using the name of “Othona.” We agreed that our strong advice to BCC members is not to get involved with unofficial sites, as reacting to comments implies an acknowledgement of the validity of that site. Some BCC members have raised their concerns with the few Othona members who choose to use these ill-informed unofficial sites, encouraging use of the new Website. This Bradwell view will be shared with other Trustees, for consideration.

The only valid Othona sites are through the official Facebook which is intended to bring together all who wish to share in what is going on at Othona.

- Blogs etc. will be more immediate, and easier to correct if there are errors.
- We agreed to develop a Forum on the Bradwell Web Page to list questions from the public, for response in a considered answer from the appropriate BCC or Staff member.
- Tim to speak to Dave H-B about the possibility of having a contact box, limited in words; and FAQs.
- Bradwell will have a regular informative News-Sheet, printed and posted to paid-up members who request it.
- Peter Baird has volunteered to work on communications with Martin Riemer and Tim, to put a Feedback Questionnaire on the Web, particularly to gain a better understanding of what draws people back to Othona, and why those who do not return make that decision, so we can work with a better understanding of areas for improvement. Pete's offer gratefully accepted.
- We still need non-electronic communication such as noticeboards which need renovating (Action, Tim) and PDF posters for each week on the Programme, for local noticeboards and by request.
- We need a trustee who likes Communication.

12. Progress on other Strategic topics:

- Reconciliation (Anouk's successor?) Tim to ask Anouk for a report on the hard work she has done in seeking partners in reconciliation – so that this may be followed up once Anouk has left. We appreciate the work she and Tosca have done. There has been some interest from Members in progressing this work if not leading the topic group.
- Education, Nicholas to speak to Dave Bull and involve more people.
- Bradwell as a Local resource, we agreed to include more people in our events such as Easter Egg Hunt. Tim is meeting the local school about having their soft play equipment at Othona and holding sessions for the village at Othona – a good way of bringing in new families.
- Christian Spirituality; Rev. Steven Poss is supportive of Othona, sharing time with Tim in planning, and offering spiritual support.

- Resources and sustainability: Susanne is involved in planning options for our vegetable beds to include more bee-friendly flowers, and herbs. For resources, Tim reported progress on work towards sustainable electricity, awaiting quotes for joining the grid to export our energy and buy Green energy if needed. Susanne has reported on our current position with Planning, Roo spoke of the need to bring together all the ideas for strategic development for Othona before we could consider bringing together a Resources Planning group for buildings.

13. Any other business –

- Tim reported the appointment of a new Bishop of Bradwell – Dr John Perumbalath.
- The Bradwell Pilgrimage Festival will go ahead in some form, led by Bishop Roger of Colchester; meeting between Tim, Bishop Roger and Rev. Steven shortly. Othona will need volunteers as usual.
- The Open committee Meeting is not yet planned but likely to include updates from Bradwell on strategy, EVS projects etc., with an opportunity for people to raise questions and concerns. BCC Members are needed there.

Reminder of dates of meetings in 2018:

Sun 6th May 2-4.30pm, Bradwell;

Sat 28th July, 2-4pm Bradwell Open Committee Meeting, all welcome;

Tuesday 18th September 7-9pm, Bradwell;

Saturday 10th November, Strategy Day, 9am for 9.30am until 5pm, Bradwell Othona or St Thomas' Church – venue to be confirmed.