

AGM REPORT 2022

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LETTER FROM CHAIR & NOTICE OF AGM 2022

Dear Member,

The Annual General Meeting (AGM) of the Rosslyn Hill Chapel Congregational Community will take place on Sunday, 20th March at 4pm online via the Zoom video conferencing platform. Please ensure you have the latest software on your device and log on 10 minutes earlier at 3.50 pm, to allow for any technical issues.

We expect this to be a short, efficient meeting and we encourage you to attend. We realise that the time-slot is not ideal for everyone but we suggest you have a snack and drink at hand to hold off any hunger pangs!

Please find an agenda, and draft of the minutes of the March 2021 AGM in the links below. The AGM report is also attached and contains short updates from various activities taking place at the Chapel or online in the past year, and guidance on how to vote using Zoom.

The AGM agenda will cover elections for new Trustees to the Board, as well as an opportunity to ask about all the groups and activities that form part of our community. There is also a vacancy for one Elder.

Board of Trustees Elections and Elders

There are vacancies on the Board of Trustees to fill from Members of the Congregation. Under the Standing Orders, no Member can serve for more than two terms of three years and at each Annual General Meeting, a third of the current Trustees must resign by rotation.

- Leighton Cole has served for years in various capacities and does not want to re-stand
- Michael Macy is stepping down as Treasurer but is willing to remain as regular member
- Kendra Torgan served in 2020 and resigned in July 2021...does not want to re-stand

The remaining Board members are thus:

- Alison Bybee
- Erich Wagner
- John Evans
- James Bell
- Deborah Frankel

The Board can have up to twelve Trustees who are elected from Members of the Congregation and who must be in good standing and been members for at least six months. Election to the Board offers interesting challenges including the chance to understand how our organisation works from the inside, and to have a hand in its

success. The other benefit, besides a satisfying volunteer opportunity, is the chance to forge deeper friendships with other members of our community.

We also have five Elders who are elected for five-year terms.

Hillary Ratna has stepped down

- James Chiriyankandath
- Sally Somerville
- Margaret Perry
- Ken Levy

Forms for nominations are attached. We will also accept nominations at the AGM. **If you wish to stand, please come prepared to introduce yourself with a two- or three-minute talk.** If you cannot attend, a Member who is nominating you may speak on your behalf.

Nomination Forms, Proxies and other materials

Forms for nomination to the Board, the Elders, two delegates to the General Assembly and a Representative to the London District and South Eastern Provincial Assembly of Unitarian and Free Christian Churches are attached. You can provide them to the Chair at the AGM remembering to obtain the consent of the person(s) nominated. Or nominations will be taken 'from the floor' on the day. If you have any questions, please contact the Chapel Office.

Please use proxy ballot papers if you are unable to attend the AGM and want someone to vote on your behalf. Each fully paid up member may hold up to two proxy ballots. Only paid up members are eligible to vote at the AGM. Please ensure that your membership is current either making the necessary arrangements with your bank or, if necessary, contacting our Administrator. Special dispensation is always a possibility by discussing this with our Minister well in advance of the AGM.

Report and Vote on Roof Renovations Proposal

In addition, we have a very important renovation project to undertake. Leaks in the Chapel and Chancel roof have increased in frequency and severity recently, causing disruption and further damage. The time has clearly come for essential repairs to this striking and essential structure.

We have sought professional advice from our Lead Consultant Ryan Bunce BSc (Hons) DipProjMan PGDipCHE MRICS FRSA, to evaluate renovations required. He has determined that we must replace all the horizontal battens that have come to the end of their useful life and renovate the roof with new slates in the same style as well as extra work on the gables. He has been tasked to manage seeking tenders and listed building planning process. The Board are now seeking the congregation's approval to appoint the contractor Churchcare Contracts to undertake the works in Summer 2022. The works are required in order to stop further deterioration of the roof and we expect costs to escalate even further if we delay.

Kind regards,
Alison Bybee, Chair, RHUC Board of Trustees

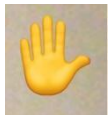


Rosslyn Hill Unitarian Chapel

Annual General Meeting

On Zoom at 4pm Sunday March 20th 2022

(Please log in at 15.50 to avoid delays in the waiting room and enable a prompt start).



For any voting, we will use the 'raise hand' function/icon which can be accessed under 'Reactions' or 'Participants' depending on your version of Zoom.

See **Zoom doc** for more instructions.



AGENDA

- | | |
|-------|---|
| 16:00 | 1.Devotional |
| 16:05 | 2. Welcome and introduction to the meeting (Chair) |
| 16:10 | 3. Establish a Quorum (Secretary) |
| 16:15 | 4. Approval of minutes of March 2021 AGM |
| 16:20 | 5. Chair's report |
| 16:35 | 6. Presentation & Questions on the committee reports |
| 16:50 | 8. Presentation of Financial accounts for approval |
| 17:00 | 9. Election of Board members (Trustees) |
| 17:05 | 10. Election of Elders |
| 17:10 | 11. Endorsement of GA delegates/ LDPA rep confirmation. |
| 17:15 | 12 Roof Renovations Report by Ryan Bunce, Lead Consultant |
| | BSc(Hons) DipProjMan PGDipCHE MRICS FRSA |
| | 13 Vote on Roof Renovations Proposal |
| 17:25 | 12. Any other business |
| 17:30 | 13. Close of Meeting |

Right to Light issue needs to be actioned in 2025



ROSSLYN HILL UNITARIAN CHAPEL
AGM

Sunday 28 March 2021 at 7pm

Venue: Remote on Zoom

**DRAFT AGM MINUTES MARCH
2021**

1. Welcome and Devotional

Devotional led by Rev Kate Dean

2 Welcome and apologies

Chair: Alison Bybee (AB)

Minute Taker: Angela Dobson

Apologies: Hilary Ratna, Zoe Gerrard (present until 8pm)

3 Establish a Quorum

84 members on the roll, 30 members present on Zoom at the start of the meeting. AGM Quorate.

Chair thanked everyone for attending via zoom. The Covid pandemic had affected our proposals, plans and programmes in the last year. We have had to re-envision worship and our activities, it was noted that more people had been able to attend this AGM by zoom that attended in person last year.

4 Approval of Minutes of March 2020 AGM

There were no corrections or comments.

The minutes were proposed for approval by Deborah Frankel and seconded by Sally Somerville and were then unanimously voted to be signed by the Chair.

5 Chairs Report

The Chairs report had been sent out in advance and would largely be covered by other reports. Alison spoke to her report:

- Firstly, she expressed a huge thank you for everyone's efforts in the last extraordinary year to keep the 'show on the road' including Rev Kate, Shana, Board Members, Administrator and all staff.

Board proposal on constitutional change

At the 2020 AGM it was agreed that the Board was given authority to call an amendment general meeting for the purpose of amending Section 5(B) of the Constitution. Due to the pandemic disrupting activity this 2021 AGM is the next appropriate meeting to consider the amendment.

Section 5 (B) currently says:

Members required to pay a subscription under Article 5(A) shall pay their initial subscription within fourteen days of being notified that their application for membership has been accepted by the Board. Thereafter, the annual subscription of each member shall fall due on the first day of the year specified by the Board. The proposed amendment is:

In section 5(B)

Delete first sentence: "Members required ... by the Board"

Insert "Those required to pay a subscription under Article 5(A) will be registered as members on having their application for membership approved by the Board and having paid their initial subscription"

All present on zoom agreed to the proposal by a show of hands and the amendment was carried.

ACTION POINT – The management board to alter the constitution in line with the agreed text

(Note 31 people on zoom at 19.18)

6 Presentation & Questions on the committee reports

Minister's report: Rev Kate spoke to her report and expressed particular thanks to Shana and the pastoral minister Rev Jim Corrigan. Rev Kate had returned from maternity leave and almost immediately the country went into lockdown and the Chapel started delivering services remotely via recordings on YouTube. Children's Chapel was also delivered by video. Rev Kate was instrumental in initiating and hosting a national Unitarian event on zoom 'Let's Talk About Race'. An engagement group studied the book 'Me and White Supremacy'. Rev Jim Corrigan and Leighton set up a Chapel Connections group for phone/email support. A Whats app group was set up, weekly notices email continued, printed services were posted to those not on line, Soul Deep engagement group continued throughout the year hosted by Shana. Erich improved the Chapel internet connection to enable live streaming.

Music Director's Report: John Evans spoke to his report, the team at the Chapel had tried their best to keep things going, and there has been an amazing amount of music in the Chapel or via zoom from home throughout to enhance Sunday services. Nathan and the Choir have continued via zoom and are keen to get back when government guidance changes.

Elders report: James Chiriyankandath spoke to his report.

Children's Chapel: Katie spoke to her report and thanked everyone for their support and feedback. Thanked the board for the opportunity to deliver Children's services via YouTube there is now a year long catalogue of videos on YouTube in true wheel of the year fashion we have come full circle.

Membership Committee: Kieran spoke to his report. This year has left people wanting to be part of a community which is an exciting opportunity for us going forward RHUC offers that opportunity.

Social Action Committee: Leighton spoke to her report she reported that the committee had largely gone into hibernation.

Modern History of RHUC Margaret talked to her report this is a new initiative, an exciting opportunity, had one meeting already looking at the last 25 years, made a beginning, record as much as participants can remember.

Flower Group Report: Janna spoke to her report. Just before the first lockdown Desmond's memorial saw a packed chapel and beautiful decorations, since then during the pandemic Alison has continued with fresh flowers in camera shot when services have been recorded in the Chapel.

Administrators report: Angela spoke to her report. The pandemic has impacted our lessees, the school was not able to meet face to face in the summer term 2020. Also, Ballet lessons were cancelled for the summer term 2020 as well as the second half of the winter term, concerts were cancelled, weddings rearranged.

Only essential repair work undertaken including: on the chapel, manse and cottage roofs to address leaks.

Decision taken by the CRC group (Chapel Reopening committee to use a professional cleaning company.

7. Presentation of Financial Accounts for approval

Treasurer's Report: Michael Macy spoke to his report.

There has been a diminution in our income and our investments took a dip, both of which are likely to continue due to the pandemic

Costs have been contained, we are keeping in touch with our tenants, the law suit has been settled.

James Chiri questioned the monies held in M & G Charifund and if there was something in our processes to subject our investments to ethical review, in terms of Ethical principles, Environmental issues, Human Rights, Arms trade etc.

Alison replied that she was not aware of any current review but others may have past knowledge of reviews. It would be a good idea to review however it was unlikely that our articles would say something specific about that issue. However we could add that to a financial review and revisit it frequently.

Janna mentioned that there was a long term finance group at one point, Tanya had felt it would be worthwhile reconstituting the group.

Ken Levy felt it was proper to have a properly constituted chapel group with a clear remit from the board.

ACTION POINT

James Chiri proposed that the incoming chapel management board constitute a financial group to have oversight of the Chapel finances and Chapel investments part of the oversight is an ethical review of the investments.

Seconded by Ken Levy.

Kieran Searle stated that the Board should set up a committee to review long term finances and policy approaches and report back to the board who will set terms of reference.

Majority in favour of both linked proposals.

NO other questions.

Financial reports:

George Appleby proposed that the Financial Accounts be approved, Tanya Morrison seconded, All in favour, no votes against.

8. Election of Board Members (Trustees)

From the Current Board the following member is stepping down:

Tanya Morrison was seconded to the board as a past chair; she has been a stalwart and valued advisor, dealing for 7 years with a very complex matter for the board. She was given a heartfelt vote of thanks.

Members continuing on the Trustee board are:

- Alison Bybee
- Michael Macy
- Erich Wagner
- Leighton Cole
- John Evans
- James Bell

Up to 10 more members can be nominated.

There were two nominations to the Board at the meeting who had been seconded in the year who would now like to stand:

Deborah Frankel, proposed by George Appleby, seconded by Tanya Morrison.

Kendra Torgan, proposed by George Appleby, seconded by James Bell

There were no elections as there were fewer nominations than spare spaces on the board. The new Trustees join by acclamation.

**9. Election of Elders
Endorsement of GA delegates and LDPA rep**

Election of Elders:

Elders continuing:

- James Chiriyankandath
- Sally Somerville
- Margaret Perry
- Ken Levy

Hillary Ratna had stated that if someone else would like to stand she would stand down as no one nominated or expressed an interest, Hillary will be asked if she wants to continue by James C.

Re-elect Margaret Perry as an Elder for another 5 year term, nominated by Tanya Morrison, Seconded by James C.

10 Endorsement of delegates

Endorsement of GA delegates:

James Bell and Michael Macy were nominated to be the Chapel representatives at the GA. Proposed by Shana Begum, seconded by Derek McAuley with the majority in favour at the meeting.

LDPA representatives were endorsed in retrospect (already nominated by the board as the meeting had already taken place).

Derek McAuley and Shana Begum proposed by Tanya Morrison and seconded by Alison Bybee with the majority in favour.

Alison thanked all the delegates.

11 AOB

Janna asked for an indication when face to face services might recommence at the chapel?

Alison replied we are aiming for a soft start, getting a few stewards trained, social distancing.

Rev Kate said that we were hoping the anniversary service on 6th June might be the first face to face service.

Shana stated that we would need more stewards than normal.

Alison expressed her thanks for what the Chapel community does and hopefully that more and more people will get a vaccination and we can get back to normal, we will continue the on-line provision as well.

ACTION POINT FROM ERICH

Countdown each year in the AGM minutes to instruct a solicitor to send a letter regarding Right to Light to our neighbour in 2025 to establish our rights

Margaret presumed that covid restrictions would limit tea and coffees in the side aisle – these would be the last things to return to normal. However we could have some refreshments outside/ under the gazebo. A picnic is being planned. Katie Gosling volunteered to help.

A vote of thanks was given to the Chair Alison Bybee from Tanya Morrison and Clare Julian for dedicating so much time to Chapel and keeping everything running smoothly.

12 Close of Meeting

CHAIRS REPORT

Life continues to be “different” for individuals and communities, and RHUC is certainly no exception. The Board of Trustees is the executive body of the Chapel. Some still refer to it as the Management Committee or Management Board. The Board derives its authority from the congregation. Officially we are a company limited by guarantee (CLG) and the members of the Board are Trustees and Directors of the company with limited personal liability. Our activities and procedures are determined and guided by the Articles of Association and Standing Orders that set its parameters and scope for action. We are also guided by external advice, including from the Charities Commission.

Under normal circumstances, after new Board members are elected at the AGM, we meet for an Away Day accompanied by the Minister and the Elders – due to the pandemic this was not possible in recent year.

The Board meets monthly on Zoom. The priorities for the Board in 2021 were: continuing provision of worship by supporting the Minister; supporting Chapel activities led by the Minister and/or other Committees and groups, caring for the property, being responsible for the prudent running of the Chapel’s finances; negotiating agreements with the two schools (the Academy School and Rona Hart School of Dance) who use our property during the week and generate income for the upkeep of the Chapel property. An important part of our role is to keep our resources, priorities and spending under review.

An ongoing consideration was the safe operation of the Chapel with regard to the ongoing pandemic and its fallout. A continuing task was juggling the scientific information about transmission of the virus spread, rules and recommendations, and adjusting cleaning and security protocols.

Membership

I was delighted to welcome several new members to the Chapel community. This was especially welcome given the many constraints and difficulties of 2021. I look forward very much to more face-to-face activities in the coming year but remain mindful that for more than a few of us, online will be the main or only way to stay in touch. Inhibition and curtailment of our activities must now be reversed to give newcomers the opportunity to discover the Chapel. A thriving community needs a “critical mass” to remain vibrant.

Property and Capital Spending Priorities

The maintenance and development of the property has been the focus of many discussions in the Chapel and on the Board over a number of years. Our income and investments have recovered to a certain extent after being negatively affected by the pandemic. Maintenance and repair work continued the roof, the hall and further summer deluges of near-biblical proportions also revealed drainage issues requiring urgent investigation and work. Much of this work is invisible once completed but does ensure the health and safety of the building and the inhabitants.

The ongoing project of replacing the dull plexiglass on the chapel windows is well in hand, and internal artworks were also cleaned and repaired using the generous legacy from Charmian Lacey Shenton.

Ministry

Rev Kate Dean joined us as our settled minister over 5 years ago. Rev Kate has continued inspirational in provision of face-to-face online and hybrid services, life event ceremonies, and other activities. She has continued to inspire the existing members and attract and welcome new members to our community. Further details on ministerial activities can be found in the Minister's report.

Concluding Remarks and Thanks

I would like to thank you all for your efforts and hard work on behalf of the Chapel community. I'd particularly like to thank Rev Kate, the Worship Committee, the Music and Choir directors, and Members of the Board, the Administrator and all who make so many contributions to the life of the Chapel.

Alison Bybee
Chair, Board of Trustees

MINISTER'S REPORT

2021 was another challenging year for the Ministry and community of Rosslyn Hill Chapel but with some positive achievements and a plethora of activities.

Shana Begum continued as part time Ministry Assistant until April. Stephen Crowther took up the role of temporary pastoral minister in January and served on an ad hoc basis, making a number of pastoral calls and supporting the Chapel Connections volunteer group which committed to regularly calling members to maintain connections. He stepped down from this role when Rev Kate Dean resumed her full time position in August following maternity leave.

All Chapel life continued to be conducted online until the Chapel opened for in person morning services in June and Mindfulness in July. Evening services resumed in September. Throughout this time, services have been available on the Chapel's YouTube channel and an online social meeting 'Virtual Side Aisle' has been hosted by a volunteer, Tom Gilb, for those who were not able to attend services in person. The June reopening was facilitated by pre registration via a new Chapel website and many restrictions in place. There continued to be low attendance in person throughout the year, approx 50% of pre-Covid attendance.

A rolling programme of evening spiritual development sessions led by Rev Kate continued during the year. In addition to the regular Soul Deep sessions, three more structured courses were included: Me and White Supremacy co-led by James Bell in

February, The Listening Path co-lead by Stephen Crowther in April and Build Your Own Belief System, co-lead by Rev Michael Allured in September.

The historic links with Channing School in Highgate were reinforced when Rev Kate presented them with a Chalice and launched the Rosslyn Hill Chapel Award scheme with a competition to design prize plates for the Junior and Senior schools. The Award was given to two pupils who had demonstrated Unitarian values, on Founders Day in July.

Having conducted only one wedding in 2020 it was a pleasure to celebrate the marriages of seven couples in 2021 including three same sex couples.

In November, Rev Kate conducted an Interfaith Act of Remembrance at Whitestone Pond War Memorial and the Chapel Choir put on their first major performance for Remembrance Sunday.

In the final quarter of the year, a number of new initiatives were established including an Interfaith workshop, a monthly toddler group, a Death Cafe (which is now monthly) and Soul Fuel Sunday, a Sunday evening gathering of acoustic singer-songwriters, poets and storytellers.

The Omicron variant left us in a dilemma about Christmas services and after preparing as many precautions as possible to allow for in person services, the decision was taken to take all festive services online to protect participants so that they may see their loved ones during the Christmas season.

Worship Group

The Worship Group: James Chiriyankandath, Zoe Gerrard, Sally Somerville, Melissa Wilby, Andrew Appleyard, Roger Mason and Margaret Perry. This group supports Rev Kate with Sunday service arrangements. They are invaluable Worship Assistants, especially on Sundays when a guest preacher is leading the service. The group has met regularly to discuss the changing Covid precautions and to give their feedback on revised guidelines for stewards, guest preachers and general activities.

Flowers

The Flower Group has been disbanded, partly as a result of online services requiring less floral input. Our thanks go to its members, especially chair Janna Williams, for their tireless support and to Helene Howard whose magnificent silk flower display has remained in place on the altar table throughout the pandemic. With the challenges of the pandemic, priorities have shifted. The weekly Worship Assistant now supplies flowers and there is provision for an elegant silk flower posy for those Sundays where fresh flowers are not available. It is still possible to sponsor a floral display and they are either supplied by the sponsor or obtained by the Chapel Office.

Membership Group

Many activities have been disrupted again by a Covid-ridden year which meant that the Membership Group met infrequently. In January we held an online Membership Service for the five people who became new members in 2020. In spite of the many constraints, it was very encouraging to be able to welcome six new members (Maddi Blitz, Richard Bober, Heidi Ferid, Robert Hollweg, Dr Mairi Annabel Leggatt Blitz and Anthea Williams) at the ever-popular annual Membership Service, which was in person, on October 24 organised by Rev Kate Dean and Claire Julian.

COMMUNICATIONS REPORT

Communications Team: Rev Kate Dean, Angela Dobson, Claire Julian

Online services and use of technology

New video cameras were purchased in time for first in person service in June and a technician hired to oversee the livestreaming of services. It was felt that this investment, which also allows the Chapel to offer live streaming of rites of passages service, will enable us to reach wider audiences and serve those who are no longer able to attend services in person.

Website and Social Media

A major achievement in the year was the launch of a new website which was constructed with the help of a professional designer. New branding and graphics developed by the national General Assembly were adapted to create a fresh and readable website showcasing the Chapel's many activities. The addition of features to enable potential hirers to check the Chapel's availability, and the ability for participants to register for events, has improved administrative workflow. The Communications Team continues to make improvements to the website and hopes to make better use of the Chapel's social media channels - Facebook, Twitter and Instagram - in the future.

Open Mind

Open Mind, the Chapel's monthly newsletter, has been circulated to members and to the wider public via the website and printed copies available at Sunday services. Along with the lively weekly update email from the Chapel Office, Open Mind has sought to keep everyone informed of activities and events. Editor Claire Julian thanked the generous Chapel members for their contributions to the periodic focus on hobbies, passions, ideas: What ['something'] means to me... covering diverse subjects in 2021 from wine to ice cream, flowers to photography, the Chapel to the Lake at Thunder Bay.

Noticeboards

The Comms team continued to make use of the external noticeboards to keep passers-by informed about Chapel activities. It included a central display featured inspiring quotes and thoughtful questions on the monthly themes as well as uplifting profiles as part of our Celebrating Black Lives project.

Printed materials

Leaflets to inform passers-by of the Chapel's services and events were produced. Those members and friends who were not able to attend services regularly or access online videos were sent printed copies of Sunday services along with other information. The list of 'analogue members' currently stands at 14.

CHILDREN'S CHAPEL REPORT FOR THE RHUC AGM

Katie Gosling continued in post as Children's Chapel Coordinator and produced online resource YouTube videos for the RHUC Families until June, when in person services resumed. Simon Gosling kindly continued to illustrate stories and Danny Goode was invaluable at receiving the content, editing and uploading the videos. After over a year of stalwart service, including creating around 50 videos, she stepped down and Mercedes Bar-Joseph stepped up to the role until September when Maya Rawlins took up the post. Hazel Mulkeen agreed to be Creche Leader for six weeks until September. Here some of the CC staff summarise activities:

Hazel: When things began to open back up in London last year I was delighted to participate in the reopening of the Rosslyn Hill Children's Chapel. The incredible organization efforts of Mercedes allowed us to offer fun and stimulating activities for the older children, like kids' yoga and "Zentangle method" drawing. My favourite activities to help lead were definitely group painting - where the children could explore their own creativity but also work together, by all painting together off of one giant canvas - or letters to our past selves, where we all wrote a letter to our "past me" at the beginning of lockdown in 2020, offering advice and tips for the months that would follow. The latter really stimulated some fascinating conversation between the children - it was such a privilege to participate in artistic projects and watch the wheels in everyone's brains turn!

Though we faced a few hurdles in the set up of regular Children's Chapel sessions, working around Covid concerns as well as the Hall refurbishments limiting where we could gather, the Chapel worked hard to make sure there was a space available for the children, and we certainly appreciated the bright new Hall once it was ready for us. One highlight for me was when the Chapel held a family friendly service so children could stay in the chapel to participate in drawing and writing exercises that

encouraged everyone to consider their achievements of the past, and goals for the future! It was an incredibly rewarding experience and I'm so glad I was involved.

Mercedes: Whilst the children's chapel was fairly quiet due to COVID-19, we had a select few that came for the few weeks of the Summer. We explored the children's emotional well-being through various activities including yoga and writing letters to our past selves. Of course, we did our stones of Joys and Concern and the start, encouraging the children to be open with their emotions and feelings. The children also got creative with their own flick-painting artwork. Both children and parents appeared engaged and happy during the programme, with a reflection at the end of each session.

In September, a new team started with Maya Rawlings as Children's Chapel Coordinator, Angelika and Jo taking turns to run the creche.

Maya: We kicked off September with 'Embracing Possibility'. Our introductory session together was inspired by quotes by Danaan Parry from his book 'Warriors of the Heart'. This entailed a drawing and writing activity about overcoming fear and uncertainty (swinging from one trapeze to another, an idea illustrated by Parry) and the feelings associated with moving through these obstacles, followed by a 'if you can dream it you can do it' discussion.

Our October theme was 'Cultivating Relationships', and was very appropriate to us here at Bright Lights! One of the main activities for October was centred around all of the ways we cultivate relationships (including the different types of relationships, such as friends and family) and how this is reflected in a wide range of different cultures. Therefore the children compiled their favourite recipes into individual recipe cards which they wrote out and decorated. In the end they were all brought together into a 'Bright Lights' recipe book by Bob, our incredible Bright Lights Community Sunday volunteer.

As Covid progressed, we moved the Children's Chapel over to Zoom for a few sessions. We had a lovely zoom session involving an interactive Christmas Yoga Adventure—at the request of the children—where each child got to choose the next part of the story and which yoga pose would go with it. It also had a guest appearance from Father Christmas himself!

TREASURERS REPORT FOR THE FINANCIAL YEAR ENDING 31 SEPTEMBER 2021

Financial review

The Statement of Financial Activities shows income for the year of £259,990 and endowment income of £29, an increase of close to £10,000. Total expenditure excluding depreciation of £242,402 was incurred over the year, implying a net operating cash

surplus of £17,617 (2020: deficit of £45,882). The total funds carried forward was £1,848,756, up from £1,466,427 carried over in 2020.

The present level of funding is adequate to continue to support the running of the charity for the year ahead. The bulk of the funds will be replenished three times (on a termly basis) by our licensees who use our premises for their schools. Other sources of income include childrens holiday camps, events, car parking, Chapel membership, monthly giving and donations.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

DIRECTOR OF MUSIC REPORT

For the second year, there is far less to report than there usually would be, although things are picking up again as we tentatively open up.

The Steinway

We tightened our procedures for the Steinway. The School now have their own electric piano for rehearsal and general use, and we allow them use for their two concerts each year. This has resulted in lower maintenance for us.

The organ

It has been difficult to get the right tradespeople at the right time during the pandemic. A few more issues he cropped up with the organ in the meantime. Some of these have now been rectified, and the most pressing jobs are in the diary (thanks to Angela for liaising). It would be good to reopen the ongoing conversation about getting this fixed properly.

The choir have begun rehearsing and performing again, and the Rosslyn Hill Singers quartet came back a little at Christmas. This will resume monthly now.

John Evans

CHOIR REPORT

The past year has been a mixed bag. Government regulations, and especially the confused way they were communicated to the public, meant that we couldn't get back to face-to-face rehearsals until September 2021. This return was phased: in the months immediately following my last report, rehearsals continued over zoom. It was announced in April that indoor activities would be allowed to resume from mid-May, as long as more than six people didn't mix—the idea being that 'hubs' of six people could sing close to one another, chat, etc., as long as those hubs didn't mix with each other. Unfortunately, the day *after* this rule change was to come into effect, it was announced that amateur singing was one of a tiny handful of exceptions to this, prompting a last-minute cancellation and rethink. Choir then resumed in a mixed format, with only six members joining at a time, and the rest invited to watch/participate remotely on Zoom. This wasn't an unqualified success: although it was extremely moving to be back in the chapel after fourteen months, and see each other face-to-face, the Zoom take-up was minimal, which meant a drop week on week in attendees: in effect, people didn't take part in choir unless they were there in person. Full indoor mixing was permitted from July, just in time for one rehearsal to which all members were invited, before the summer break.

Since September we have tried to operate more-or-less as normal: the choir has participated in monthly services, including the large-scale Remembrance Day performance, and weekly rehearsals have continued to go ahead despite many instances of required self-isolation, from members of the choir and me myself. The choir has coped really well under these circumstances, and the standard of singing and the general mood remains high. We were devastated to lose a much loved choir member, Sue Ellen, in September, but it was lovely—and fitting—that the choir was able to perform at her funeral. Unfortunately, the omicron surge at the end of 2021 caused the cancellation in-person services, including the carol service, however the choir was in full agreement with this policy, and were pleased that all the preceding rehearsals had been able to go ahead before the surge hit. Choir resumed as normal, only a week later than planned, in January 2022, after the surge had subsided.

Looking ahead, some Covid-related difficulties remain. Choir attendance remains lower than before the pandemic, and extremely unstable: people's work schedules have become more fluid, and—understandably—members are prioritising activities like visiting family and holidays abroad in a way they might not have done two years ago. Several members have not returned at all, either because of anxiety over social mixing, or because their routine has permanently shifted away from choir and chapel life; a couple of new members, welcome as they are, has not made up the loss. Because of this instability, and because of a continuing uncertainty over the feasibility of large-scale events (both whether they will be allowed, and whether people will be willing to show up to them) we have recently taken the decision to postpone indefinitely our annual fundraiser, due to take place in March. Since the last fundraiser took place immediately before the outbreak of Covid-19, and the subsequent two years involved very little expenditure, this does not have any serious financial implications for the choir. I expect that the return to pre-pandemic normality

will happen gradually over the next twelve months: our focus in that time should be to continue as many people as possible to join choir and take place in chapel life!

ELDERS' REPORT

Four Elders have met as needed during the last year. We are Sally Somerville, Ken Levy, James Chiriyankandath and myself, Margaret Perry. We decided to rotate the Chair Person, quarterly.

In turn, an Elder attends the monthly Management meetings, which have all been held on Zoom.

A tentative suggestion is yet to be further discussed that the Elders resolve how to capture the history of the chapel since the last historical publication in 1992. This was Ruth Rowntree's meticulous history of the chapel, entitled "The Devill's of Hampstead" and which was written as part of the Tercentenary celebrations.

The Elders' lead a service annually in October, usually with the themes of Inheritance and Legacy in mind. This happened actually in the chapel with a small congregation and was streamed.

Our brief is a supportive one, and includes monitoring the spiritual health of the chapel. We have been seriously grateful to all who have been involved in developing new initiatives in support of the chapel community in this second year of the pandemic.

Margaret Perry

MODERN HISTORY GROUP

The last published history of Rosslyn Hill Chapel was in 1992, the Tercentenary Year of the chapel's existence. As part of the celebrations, Ruth Rowntree wrote a meticulous history entitled "The Devill's of Hampstead".

It has been briefly discussed that the Elder's group may take on the role of devising methods to record the history of the chapel since 1992. This intention is to be revisited in the coming year, and news of discussions will be published at appropriate times.

Margaret Perry.

CHAPEL ADMINISTRATORS REPORT FOR THE YEAR 2021

The Year 2021 seemed to be a year of ever changing covid advice and lockdown restrictions. It was therefore lovely in late May to recommence weddings in the chapel, each wedding has had a greater level of administration in terms of managing covid bubbles and numbers, signage, cleaning and social distancing but they all brought a huge amount of joy to the building as well.

The poetry group were supported with monthly booklets when they were not allowed to meet in person; however this was much more enlightening than a chore!

Regular tasks include posting out services to those who cannot easily see them online and drafting our weekly email mailing.

We have reviewed our Gift Aid donation processes and paperwork and have a new form and envelope agreed with HMRC. We will be mailing out to ask everyone who is a taxpayer to sign the new form.

Lettings in 2021

Lockdowns continued to affect our lessees, in the Spring term 2021 the Academy School had to switch at short notice to online working for most of the term. The Rona Hart Ballet school was also not allowed to operate for the whole of the Spring term. However our existing lessees and relative newcomer Mother Nature Science club were allowed to operate after Easter. The NA and also the AA eventually came back to regular meetings in the hall.

Our Car parking has continued to recover; Foxtons increased their parking over the year from 4 to 6 spaces, in addition during lockdowns we provided additional parking to a local carer and two people avoiding public transport on their journey to work. However in summer our long standing rental to sister organisation Hampstead Wells Trust ceased as they no longer required the space.

Property in 2021

Any work we have undertaken or tried to undertake has been hampered by rapidly increasing prices, difficulty finding the correct materials and general delays due to sickness or isolation.

We have undertaken extensive redecoration in the hall and attached classroom, the floor was further strengthened in places. The main hall doors and frame were also replaced.

The drains along the path between the Manse garden and the side aisle were found to be blocked. We experienced several incidences of flooding at the back of the chapel until we established the cause. This has now been repaired with the addition of extra 'channel drains' to direct runoff into the drainage system and a small

extension to the existing paving near the side entrance door to avoid too much gravel getting into the drains.

A hole in the Flaxman relief was repaired as well as a stone work repair on the pulpit. The heavily obscured Perspex window covers are being gradually replaced. The new windows make a huge difference to the light and beauty of the Chapel itself and we are grateful to the legacy from Charmian Shenton Lacey to make all this possible.

Gutter guards have been installed on the Chapel roof.

Chapel Roof Over the years we have undertaken repeated repairs to the Chapel and Chancel roofs. Last year we repaired but also investigated the Chapel roof due to sagging and numerous leaks and slipping tiles. We appointed Ryan Bunce as Lead Consultant to manage the plans, schedule of works and tender process for the works. The horizontal battens across the roof are coming to the end of their natural life and some are very spongy in places. However, the main rafters are mainly strong and made from good quality wood and built to last. The Chapel and Chancel roof were built really well initially with high quality materials that have lasted well, we are currently planning a large scale repair and replacement of the horizontal battens, slates and other issues. To delay will only allow further damage to take place and costs to rise further in this era of rising inflation. Ideally this repair will be undertaken in summer 2022 and will hopefully last for generations ahead.

Finally I would like to pay tribute to Sam, our cleaner from 'The Cleanspace' who sadly passed away during the year he was always a helpful and lovely man. Also our long standing cleaner Maria who was very ill at the end of 2021 she is now in a process of recovery. We wish her well, she has always treated the Chapel as her second home, but hopefully soon will be back working at the Chapel.

Angela Dobson, Chapel Administrator

**Rosslyn Hill Unitarian Chapel
Annual
General Meeting
Sunday 20th March 2022**

PROXY VOTING PAPER

Voting by proxy is permitted at the A.G.M. for those *fully paid up members of at least six months standing* who cannot attend the meeting. *No member may hold more than two proxy votes.* If you wish to vote by proxy please complete the following form and pass it to the person you wish to cast your vote.

I _____ fully paid up member of Rosslyn Hill Chapel hereby authorise:

_____ to cast my proxy vote at

the Annual General Meeting Sunday 20th March 2022

Signed: _____

Rosslyn Hill Unitarian Chapel

Annual

General Meeting

Sunday 20th March 2022

NOMINATIONS FORM

Registered Charity 1131346

To be elected at the Annual General Meeting on 20th March, 2022

Candidates must be members of the Chapel for over six months at the time of the election. They must be proposed and seconded by fully paid up members of the Chapel. You can write in additional candidates if you want to make more than nominations. Please PRINT names clearly

Nominations for vacancies on the Board of Trustees

| <u>Candidate</u> | PROPOSED BY | Seconded By |
|------------------|-------------|-------------|
| | | |
| | | |
| | | |
| | | |

Nominations for one Elder vacancy

| <u>Candidate</u> | PROPOSED BY | Seconded By |
|------------------|-------------|-------------|
| | | |
| | | |

Nominations for delegates to the General Assembly (Registration now closed)

*Chapel delegates: Andrew Appleyard
Rosalind Beeton*

Nominations for representative to the LDPA (London District and South Eastern Provincial Assembly) Event now taken place

No Chapel delegate attended