

NCC Meeting 24/06/2025 (June) - Minutes & Actions			Meeting: 44
Attendees (Quorum=5 NCC Ecclesias / Attendees & Ecclesias): Paul Niven (Chair for Sutherland, NCC Secretary), Phil Pooley (Shaftesbury Road), Josie O'Toole (YC27), Scott Boyd (Hurstville). Robert Beer (Doonside), Ric Steel (NRST) & Colin Hillman (NCC Treasurer, Toronto) - quorum of 5 achieved		Apologies: David Niven (Lakemba) & Ken Pooley (Shaftesbury Road)	
NCC Zoom Meeting Link: https://cilmeet.me/nswaustralia/Committee		Room Key: committee	
Chair Paul			
Opening Prayer / Time Scott		8:03 PM	
1	Review of Previous Minutes	Were taken as read and agreement assumed based on the online distribution and no requests for variation having been received.	
2	Review of Outstanding	* See Outstanding Actions tab and the Completed Actions tab (for items completed since the last meeting)	
3	Emerging Business	* February - AGM, NCC Appointments & Annual Report Review	
4	Items Agreed Since Last Meeting	SCYP Easter Camp accommodation Host contribution increased to \$2,300 for 2025 (with no August Camp planned).	
5	Finance	* See the 2025 report in the Finance Summary tab. A separate contribution email will be sent out, confirming membership numbers for the CCLI licences as well as the budget of \$25 per member per calendar year calculation. If your member numbers have changed, please recalculate the budget contribution accordingly.	
7	Calendar Update	* Each ecclesial Secretary/Recorder can add calendar events and distribute communications via the NCC Calendar app. Contact the Secretary for assistance (at least initially). <i>Any Anniversaries, Camps, Study Weekends and funeral notices should be added to the NCC Calendar or sent to the NCC Secretary (ncc@aace.info).</i> * Please include baptisms, engagements and weddings in the Calendar. Our whole community would love to hear good news.	
8	Who's Who	* <i>Who's Who updates are to be sent to the Secretary, See "Document Links" tab. For updates to Secretary / Recorder and ecclesial details use the link on the right.</i> This form now includes information required for adding a new Responsible Person to the ACNC for NCC affiliated ecclesias. https://christadelphiansaustralia.org.au/ncc/Secretary.html#form1-40	
9	Child Safety	* No known Child Safety issues were raised at the meeting. Extensive discussion on Child Safeguarding under the NRST segment. * SafeMinistry Trial implemented and now following up engagement of all sub committees.	
11	2027 Youth Conference	* One Fund Raiser held to date (as part of the Combined Memorial Meeting). * Moneys raised from Solstice Praise @ Hurstville were also directed to YC27. * Opportunities are still open for host nominations for YC27. See link at: https://docs.google.com/forms/d/1EFMGJy1JTB5lc18xl1GGKNxY7azD7vWAl2nOC0QGmjl/edit?usp=drivesdk * Ecclesias are asked to encourage their Young People to register ASAP at: https://www.yc2027.com/ * Funds are currently pooled with SCYP.	

14	Combined Memorial Meeting	<p>The ecclesial allocation of roles for the next Combined Meeting planned for 3rd May 2026:</p> <p>Venue: Possibly Hurstville - Conduct a survey to determine whether to move the venue to Hurstville Ecclesia Hall instead of Heritage College. This is based on the physical numbers that have been attending (in 2025 there were 120 on site with 80 online, in 2024 there were 170 on site and 53 online, while in 2023 there were 160 on site which included children and 68 on Zoom). This may also provide other opportunities such as organising a Combined Sunday School.</p> <p>Presider (and backup Exhorter): Castle Hill Exhorter: Phil Pooley (Confirmed) Reader: Sutherland Opening Prayer: Moorebank Closing Prayer: Shaftesbury Road Music: ? Cornerstone ? Emblems & door keeping: West Ryde Sound & Streaming: ???? Refreshments (fundraiser): ? YC27 ? (Josie O'Toole) First Aid: ? Hurstville ? Open / Close / Clean Up: ????</p> <p>The notification flyer should state that a collection will be taken up to cover the cost of the meeting and any excess will be donated to YC27. Send around collection bags in addition to online details. Also investigate establishing a QR Code for collections that can be shown onscreen or at a collection box or on a business card.</p> <p><i>[Nominated ecclesias can fulfil roles from their own members or arrange with another ecclesia if they wish.]</i></p>						
17	Children's Camp	<ul style="list-style-type: none"> * Nominations received: Phil & Lizzy Pooley (Shaftesbury Road), Joseph & Chelsea Richards (Hunter Valley), Jake & Gaby Curtis (Charlestown). Still chasing up all the WWCCs. * No camp will be organised for 2025. * Phil Pooley to discuss and arrange postponing of annual booking and transfer the deposit (as held by the Yarramundi campsite). * Reviewing suitable dates (to try and avoid clashes) and check alternative venues that are close to the Central Coast (3/4 of attendees come from this area). 						
31	NRST - Child Safety, Governance & Risk Management	<ul style="list-style-type: none"> * In September 2024, a variant of the AACE Child Safeguarding policy template was submitted to Trilogy Insurance Solutions (brokers for Ansvar). This variant will be distributed shortly. It should be noted that the ecclesias involved in the variant discussion have an Ansvar molestation insurance policy in place. Not all ecclesias may have such a policy. * A focus should be on WWCC (Working With Children Check) and OCG (NSW Office of the Children's Guardian) registration as well as a succinct implementation plan and process as well as emphasising each parent's responsibilities. * Development and distribution of a simplified 23 point action plan / steps for compliance with the Child Safe Standards. * Additional NRST distributions are planned, including posters. * More attention is now being directed to Risk Management advice. * In the meeting there was discussion on widening the overall focus to the safeguarding of all those who are vulnerable. * Ric agreed to speak to Leanne Hillman who has been engaged with closely working with the OCG on behalf of Toronto ecclesia (see https://drive.google.com/drive/u/1/folders/1E_5mkcG1o7bt1Ur7xdSI9KISr9qUPyB). Also consider the resources available at: https://ocg.nsw.gov.au/ * Riverwood (and other ecclesias) are also investigating software solutions for the variety of administration pressures that ecclesias face. 						
32	General Business	* Carryover question: How can the NCC increase its Ecclesial engagement and the involvement of more Ecclesias (question asked by Colin Hillman 25/02/2025)						
34	Selective Review of NCC Policy	<ul style="list-style-type: none"> * After the work of the NRST, there can be a subsequent tailoring to accommodate the circumstances of the NCC (which are different to ecclesias). * Ecclesia's are also encouraged to provide feedback on the draft revision of the NCC's Safeguarding Children policy. See "Document Links" tab and under the "Policies and Constitutions" folder (PDF and DOCX versions available). 						
	Next Chair	West Ryde						
	Closing Prayer / Time	Colin						
		<table border="1"> <tr> <td data-bbox="510 1246 1272 1278">9:13 PM</td> <td data-bbox="1272 1246 1630 1278">2025 Meetings</td> <td data-bbox="1630 1246 2152 1278">25 February (AGM), 24 June, 25 November</td> </tr> <tr> <td data-bbox="510 1278 1272 1278"></td> <td data-bbox="1272 1278 1630 1278">NCC Website</td> <td data-bbox="1630 1278 2152 1278">www.christadelphiansaustralia.org.au/ncc</td> </tr> </table>	9:13 PM	2025 Meetings	25 February (AGM), 24 June, 25 November		NCC Website	www.christadelphiansaustralia.org.au/ncc
9:13 PM	2025 Meetings	25 February (AGM), 24 June, 25 November						
	NCC Website	www.christadelphiansaustralia.org.au/ncc						

Roster of Host Ecclesias for Children's Camps (see history on separate tab)

2020	Impact of COVID-19
2021	Charlestown COVID
2022	Charlestown
2023	Shaftesbury Road
2024	Clash with Conference
2025 & onwards	Dedicated Committee

To be confirmed

Castle Hill
Doonside
Shaftesbury Road
Sutherland
West Ryde
Hurstville District

s	2025-26	Philip & Samantha Henry (Hurstville District) SCYP Committee Advisers in 2024 (to June)
	2023-24	Philip & Samantha Henry (Hurstville District) SCYP Committee Advisers in 2024 - SCYP Assistant Committee Advisers in 2023 (from July)
	2023-24	Adam & Michele Wyszynski (Hurstville District) Co SCYP Committee Advisers in 2024

Please also email the NCC Treasurer Bro. Colin Hillman - colin@hillman.id.au of the date and amount of your transfer.

CCLI Church ID		Licence N ^o recommended to be displayed:		NCC Group Access Code: 0355857-04-9981	
Blue Mountains (A 15-49)	5528854		355857	ShafesRd/SCYP (B 50-99)	165360
Boolaroo (A 15-49)	322110	Gosford (B 50-99)	420751	Southern Highlands (A 15-49)	331345
Cabramatta (A 15-49)	339419	Hunter Valley (A 15-49)	382198	Southlakes (B 50-99)	381618
Camden (B 50-99)	209013	Hurstville (B 50-99)	165308	Sutherland (A 15-49)	291052
Castle Hill (B 50-99)	165243	Moorebank (A 15-49)	335688	Taree (A 15-49)	165377
Charlestown (C 100-149)	165267	Newcastle (A 15-49)	149001	Toronto (A 15-49)	378236
Coffs Harbour (AH 1-14)	153640	Punchbowl (C 100-149)	335695	The Watagans (A 15-49)	5459806
Doonside (A 15-49)	165281	Riverwood (D 150-199)	5547134	West Ryde (B 50-99)	165384

Outstanding Action Items from Previous NCC Meetings							
Action No.	Area	Description of Action Required	Date Initiated	Person Responsible	Due date	Description of Action Taken	Completed (meeting date or Yes or No)
24NOV26/03	Children's Camp	Follow up contacts details and handover to accepted nominees: Phil & Lizzy Pooley (Shaftesbury Road), Joseph & Chelsea Richards (Hunter Valley), Jake & Gaby Curtis (Charlestown). These nominations were accepted contingent on satisfying their WWC checks. Please see https://ncc.safeministrycheck.com.au	27/11/2024	Secretary	1/01/2025	Communicate to new Sub Committee and register for WWC checks.	
25FEB25/02	NCC Governance	Simplify Governance Obligation and Requirements. * Prepare a statement of NCC Governance (including explanation and importance). * Arrange a consultancy with Safe Ministry Check to confirm the suitability / constraints of the app. * Develop an implementation process. * Develop a Training Schedule for Sub Committees. See the link: https://drive.google.com/drive/u/1/folders/1E_5mkcG1o7bt1Ur7xdSI9KiSr9qUPyB	25/02/2025 ✓ ✓ ✓ ✓	NCC Treasurer NCC Secretary	24/06/2025	Ongoing trial of app while bedding down usage and ramping takeup.	
25FEB25/03	All NCC Ecclesias	* Ecclesia's are encouraged to provide feedback on the draft revision of the NCC's Safeguarding Children policy. See "Document Links" tab and under the "Policies and Constitutions" folder (PDF and DOCX versions available). * Request if there are any volunteers who may be interested in the NCC Secretary role.	25/02/2025	All NCC Ecclesias	25/11/2025		
25FEB25/04	NCC Sub Committees	Annual Reports – Please complete as quickly as possible.	25/02/2025	NCC Sub Committees	24/06/2025 25/11/2025	1 outstanding report	

Budget/Member			\$25	Calendar Year 2025		NCC RECEIPTS	CCLI Only	OUTSTANDING		
Ecclesia	NCC	CCLI	Members	N° / Budget/Rnd	Budget	Receipts	CCLI Only	Difference	Expenses/Transfers	PrvYr Contribution
Blue Moutains	NCC	NCC	40		\$406			\$406		
Boolaroo	NCC	NCC			\$400	\$110	\$290			
Cabramatta	NCC	CCLI only			\$110			\$110		
Camden	NCC	CCLI only			\$170			\$170		
Castle Hill	NCC	NCC	80	80	\$2,000	\$2,000				
Charlestown	NCC	NCC	101	101	\$2,525	\$2,525				
Coffs Harbour	NCC	CCLI only			\$63			\$63		
Doonside	NCC	NCC	19	19	\$475			\$475		
Gosford	NCC	CCLI only			\$170			\$170		
Hunter Valley	NCC	NCC			\$1,300			\$1,300		
Hurstville	NCC	NCC	68	73	\$1,825	\$1,825				
Lakemba	NCC	NCC	12	12	\$300			\$300		
Moorebank (B/F 2024 \$660)	NCC	NCC	33	33	\$1,485	\$660		\$825		\$660
Newcastle	NCC	NCC			\$420			\$420		
Punchbowl	NCC	CCLI only			\$255			\$255		
Riverwood	NCC	CCLI only			\$337	\$377		-\$40		
Shaftesbury Road	NCC	NCC CCLI+SCYP	42	42	\$1,050			\$1,050		
Southern Highlands	NCC	CCLI only			\$110			\$110		
Southlakes	NCC	NCC	52		\$482			\$482		
Sutherland	NCC	NCC	21	21	\$525	\$525				
Taree (? '23 donated \$200)	NCC	NCC	10	10	\$200			\$200		
The Watagans	NCC	NCC			\$200			\$200		
Toronto	NCC	NCC	50	55	\$718			\$718		
West Ryde	NCC	NCC	53	53	\$1,325			\$1,325		
Wollongong	NCC	NCC	18							
YC27									\$20,729	
CCLI + Public Performance					\$4,000				\$172	
Insurance					\$4,362				\$4,362	
Combined Memorial Meeting						\$430			\$665	
SafeMinistryCheck						\$16				
SCYP/Kids Camp Hosts					\$2,300					
ATO /GST										
				499	Budget	NCC Receipts	CCLI Receipts	Outstanding	Expenses/Transfers	Previous Year
TOTAL				Incoming	\$16,851	\$8,468	\$290	\$8,539	\$25,928	\$660

B/F Balance	All Receipts	All Expenses	Adjust/Transfers	C/F Balance	Bank Balance	Updated 04/01/25
\$ 30,801.88	\$8,757.98	\$25,928.42		\$ 13,631.44	CBA Working	* + ****
\$ 30,575.23			\$20,000.00	-\$ 50,575.23	CBA Savings	**
\$ 50,000.00	\$70,000.00			-\$ 120,000.00	CBA Term	***
				-\$ 156,943.79		

* Kid's Camp Venue Deposit from 2023 \$1,726.15 not yet received in NCC Account

** Support Service (welfare) \$1,846, Youth Conference \$20,730.17, NCC/2024 Newcastle Conference contribution \$57,999.06 (+ Confe

*** Term Deposit Account opened in December 2024

**** Variable Business Interest Rate Account opened in December 2024

Cash on Hand to be a minimum of \$20k

			NCC Secured Documents on Google Drive for ncc@pace.info
Order	Document Type	Document Description / Name	
1	Annual Reports	Various Years (back to 2009)	https://drive.google.com/drive/folders/1hS-6UdHEaNokK5DVjAao3VlxU3Wp6_Ph?usp=sharing Click on the above hyperlink for access & download
2	Child Safety	Various	
3	Handbook	Various Years (from 2020)	
4	Meeting Minutes	Various Monthly Meetings (back to 2012)	
5	Other	Various Other Documents	
6	Policies & Constitutions	Various	
7	Contacts	Who's Who (current and past versions)	
8	SafeMinistryCheck	https://ncc.safeministrycheck.com.au/	

Completed Action Items for NCC Meetings							
Action No.	Topic	Description of Action Required	Date Initiated	Person Responsible	Due date	Description of Action Taken	Completed (Yes or No)
23NOV28/04	SCYP	Open nominations for the 2027 Youth Conference Chair and Secretary.	28/11/2023	NCC Secretary	11/02/2024	Invitations circulated	30-November-2023
23NOV28/02	Child Safety	Review of the NCC Safeguarding Children Policy draft based on the 2023 AACE/NSW template (the draft having been circulated to all NCC Ecclesias and Sub Committees) in the context of the NCC. All Secretary / Recorders are asked to provide their feedback to the NCC Secretary.	28/11/2023	All Secretary / Recorders	27/02/2024	Discussion at the next NCC Meeting	27-February-2024
24JUN25/01	SCYP - 2027 Youth Conference	Follow up progress with nominations	25/06/2024	NCC Secretary	30/06/2024	Asked Josie O'Toole	27-June-2024
24JUN25/02	Children's Camp	Request nominations for a Committee based approach to organising the Children's Camp (especially from Charlestown and surrounding ecclesias).	25/06/2024	NCC Secretary	26/11/2024	Nominations to be asked for a month after the NSW Conference. Has concluded	18-August-2024
24JUN25/03	NSW Conference	Wayne to check if there will be streaming of the Memorial Meetings (on the 7th and 13th) for the benefit of those who will not be able to attend, especially where as several meetings will be closing for the Conference.	25/06/2024	NCC Secretary	25/06/2024	Asked Wayne. Streaming option is in progress.	07-July-2024
24JUN25/04	NRST	Request an update of progress.	25/06/2024	NCC Secretary	26/11/2024	Asked Richard Steel	25-June-2024
23NOV28/05	Kid's Camp	Phil Pooley to arrange to move the booking of 2024 to 2025 (no camp in 2024 due to the clash with the 2024 Conference).	28/11/2023	Phil Pooley	27/02/2024	Followed up on 11th February Not book the 2025 Camp. See 24FEB27/02.	27-February-2024
23JUN27/05	Children's Camp	Ask if Camden, Sutherland and West Ryde if they are able to be on the roster for organising future camps. Initially asked The Watagans, Hunter Valley & Southlakes if they would like to combine for either 2027 or 2028. 28/11/23 reply of no from Southlakes & The Watagans. 29/11/23 will now seek if there is interest from Camden, Sutherland & West Ryde for either 2027 or 2028.	27/06/2023 03/07/2023	NCC Secretary	28/11/2023	NCC Secretary to check on willingness. Awaiting response from The Watagans, Hunter Valley & Southlakes for 2027 or 2028. Followuped 09/11/2023 15/02/2024 Letter sent to Sutherland, Camden and West Ryde Seeking to form a organising Committee. Survey sent out 18th August 2024.	18-August-2024
24JUN25/05	Combined Memorial Meeting	The proposed Exhorter for 2025 is either Phil Pooley or Ken Pooley. Ken will check the date and discuss with Phil.	25/06/2024	Ken	26/11/2024	Ken is checking on date and will discuss with Phil.	Yes
24NOV26/01	Finance	\$200 should be budgeted for each year to be paid into the NCC Welfare Fund (with an overall fund cap of \$2,000). This is to provide counselling or welfare support that may arise as a result of an incident at an NCC activity. To support an expeditious application of funds, they should be applied based on a shared decision of both the NCC Treasurer and Secretary. Also please arrange for the transfer of seed funds to the next Conference. Excess funds returned from the Newcastle Conference are to be placed in suitable Bank Term Deposit accounts until the next Family Conference (about 2032).	1/01/2025	Treasurer Secretary	1/01/2025	Communicate this decision to the Treasurer Update the NCC Handbook	28-November-2024
24NOV26/02	General Business	Can Ecclesias that are interested in a bulk prefilled bread and wine emblem purchase option please get back to the Secretary with potential order numbers?	27/11/2024	Ecclesias	25/02/2025	Ecclesias to advise of quantity and timeframe No responses.	25-February-2025
24NOV26/04	Insurance	Treasurer/Secretary to provide an explanation of how the NCC Public Liability Insurance covers NCC activities. Insurance renewal on 30/11/2024.	27/11/2024	Treasurer/ Secretary	25/02/2025	Provide feedback to Committee	25-February-2025
25FEB25/01	SCYP	Ella Wyszynski to confirm the Easter Camp Hosting cost (based on increased accommodation costs). This will be used to quantify the NCC Budget.Previously Easter Camp Host accommodation fees of up to \$2,000 (capped for up to 6 hosts) was provided by the NCC.	25/02/2025	Ella Wyszynski Colin Hillman	4/03/2025	Budget request sent out	05-March-2025

Completed Action Items for NCC Meetings

Action No.	Topic	Description of Action Required	Date Initiated	Person Responsible	Due date	Description of Action Taken	Completed (Yes or No)
23NOV/28/01	Child Safety	NCC Secretary to do a status check on WWCC of all Sub Committees as well a reminder that Risk Assessment should be forwarded to the NCC Secretary prior to events occurring	29/11/2023	NCC Secretary	27/02/2024	Commenced; Secretary; still following up. As at 02/12/2023 received feedback from Armidale Spring Bible Week & PraiSing. For 2024 minimal feedback was received. For 2025 a new governance process is planned to be applied which also includes the SafeMinistryCheck app trial. Any Sub Committee that doesn't comply with this new process may not be covered for Public Liability Insurance for their events.	25-February-2025
23NOV/28/01	Child Safety	NCC Secretary to do a status check on WWCC of all Sub Committees as well a reminder that Risk Assessment should be forwarded to the NCC Secretary prior to events occurring	29/11/2023	NCC Secretary	27/02/2024	Commenced; Secretary; still following up. As at 02/12/2023 received feedback from Armidale Spring Bible Week & PraiSing. For 2024 minimal feedback was received. For 2025 a new governance process is planned to be applied which also includes the SafeMinistryCheck app trial. Any Sub Committee that doesn't comply with this new process may not be covered for Public Liability Insurance for their events.	25-February-2025