

MISSION TO SEAFARERS
SOUTH TEES STATION - COMMITTEE MEETING

MINUTES OF A MEETING
HELD IN THE CENTRE
on Thursday 30 January 2025 at 1800 hrs

In Attendance

Captain Luke Oldham, Chairman
Deacon Peter Barrigan, Vice Chairman, Stella Maris Chaplain
Father Edward Mathias-Jones
Anne Lennon

Apologies

Captain J L Drewitt MBE
Christina Cordell, Financial Manager
Captain Colin Pratt
Pauline Wilkes

Resignations

Ruth Dodds

1. Minutes of Meeting of 28 November 2025 (circulated to those present), proposer Anne Lennon and seconder Father Edward Mathias-Jones, AGREED.
2. Matters Arising – Ruth Dodds stood down from the committee prior to the meeting. Ruth contacted the Chairman via email explaining she is leaving the area and as such would no longer be able to support the centre. The Chairman would like to add it has been an absolute pleasure having Ruth as part of the South Tees Mission and we wish her all the best for the future.
3. THPUA
The Tees and Hartlepool Port Users' association renewed our membership as an Honorary Guest member for 2025. The Chairman emailed the THPUA and thanked them.
4. Health and Safety
 - a. Fire Extinguishers have been serviced by H.E Woolly 05/12/2024
 - b. PAT testing is booked for 1200 06/02/2025
 - c. Contractor for CCTV came and providing a quote for £90 for a new power supply unit for the CCTV
 - d. Defib checks are being undertaken - Luke now has a logon that works for Webnos with his MtS email address
5. Recruitment
 - a. Two volunteers had approached Stella Maris regarding ship visiting and offering to do some bar work – Christina has undertaken some training before Christmas with them, this will be picked up on her return.
 - b. Anne mentioned she would like to return to assisting in the mission later on this year
6. Renault Trafic – no change.
7. Financial Manager's Report – to be provided by email.
8. Welfare – A number of parcels were received for distribution at Christmas and number of boxes were made up by Peter and his team for the benefit of the visiting seafarers. Stella Maris made a total of 844 Christmas parcels drop off's. Distributed as follows;
 - South Tees: 499
 - North Tees: 146
 - Hartlepool: 119
 - Seaham: 80
 - Totaling - 844

9. North East Review update

The Chairman circulated the email he received (17/01/2025) from Steve Morgan regarding the North East review that detailed a new post Chaplain Team Leader and changes to the seafarers' centres at Tees (North and South) and Seaham. The important take away for us is the go ahead of recruiting a Centre Manager here at South Tees.

10. Centre Manager Job

The main part of the evening was taken up discussing this job description, it was decided that the Chairman would go back to Steve Morgan with the following comments.

- We felt that 20 hours were not enough for all the jobs listed on the job description
- We would like to keep the finances under the control of our treasurer. This is due to us feeling the centre manager would have enough work to undertake ensuring the centre is opened more frequently and that time spent doing this was more beneficial, when we have such a good grasp on finances.
- We would be happy to assist in contributing towards the wages to increase the hours.
- Are MtS IHQ preparing a memorandum of understanding as to how Stella Maris and MtS South Tees will operate going forward. Possibly needs extending across the NE region as Stella Maris have ship visiting covered. An improved line of communication on who is visiting ships, where and when would assist in this matter.

11. Any Other Business - none

12. Date of next meeting – TBC

Committee Member Attendance For 2025

Name	Jan	Mar	May	Jul	Sept	Nov AGM	Total	Notes
Captain Luke Oldham	Yes	-	-	-	-	-	1	
Christina Cordell	No	-	-	-	-	-	0	
Captain Jerry Drewitt	No	-	-	-	-	-	0	
Deacon Peter Barrigan	Yes	-	-	-	-	-	1	
Captain Colin Pratt	No	-	-	-	-	-	0	
Father Edward Mathias-Jones	Yes	-	-	-	-	-	1	
Pauline Wilkes	No	-	-	-	-	-	0	
Anne Lennon	Yes	-	-	-	-	-	1	
Ruth Dodds	No	-	-	-	-	-	0	Resigned prior to the Jan Meeting