

## Parish of Central Exeter

### Minutes of the Annual Meeting of Parishioners and Minutes of the Annual Parochial Church Meeting on

**Sunday 15<sup>th</sup> April 2017 at St Stephen's Church**

Minutes of the Annual Meeting of Parishioners

Chair: Keith Walton

Attendance: 2 clergy and 21 laypeople

**1. Apologies**

Michael Hall, Averil Swanton, Don Branton, Sarah Branton, Viv Asher, Sharon Barnes, Julie Richards, Daphne Smith, Isabel Burn, Joy Watson and Jill Grainger.

**2. Minutes of the 2017 meeting**

The minutes of the meeting held on Sunday 2nd April 2017 were approved and signed by Keith Walton.

**3. Proposal that the Parishioners set aside the provision of the Churchwardens Measure 2001 that a churchwarden be disqualified from standing again after 6 successive years in office. The above measure allows the Annual Meeting to make this decision. This affects both Keith and Sarah who are willing to stand for re-election to the post for 2018-19.**

The proposal was agreed.

**4. Election of Churchwardens for 2018-19**

The three churchwardens were re-elected for the coming year:

Keith Walton

Betsy Allen

Sarah Branton

Minutes of the Annual Parochial Church Meeting

**1. Apologies**

As for the Annual Meeting of Parishioners.

**2. Minutes of the 2017 meeting**

The minutes of the meeting held on Sunday 2nd April 2017 were amended, approved and signed by Keith Walton.

**3. Annual Report and Financial Statement of the PCC for the year ended 31 December 2017.**

Copies of the Annual Report and Financial Statement were circulated to members of the parish prior to the APCM (see attached). The PCC Meeting on Wednesday 14<sup>th</sup> March 2018 had approved the Annual Report.

Sean was invited to give an overview of the Financial Statement. He began by mentioning that £88,550 (pg 11) came from trusts to cover part of the refurbishment costs of St Petrock's. A claim to recover a VAT refund on the total project is currently in progress.

*Post Meeting: The VAT refund is recorded as £1,797 on pg11 2(a)*

Total assets at the end of 2017 stand at £76,585 (pg 9). Our unrestricted funds stand at a total of £37,531 which includes a VAT refund of £15,000. Whereas the restricted funds stand at £88,550 which are all related to the refurbishment of St Petrock's.

Point 2(d) Income from church activities records that no fees were issued and the £28,157 represents about £27,000 insurance claim from the theft from St Stephen's in 2016.

Point 3(a) Church upkeep and maintenance costs are mainly insurance premiums and £118,379 is the total cost of the St Petrock's renovation. The Miscellaneous amount of £7,000 covers the cost of the new Crown of Thorns, communion table and professional photographic services.

It was felt that a note could be added to the Miscellaneous point that the costs are for artwork although the Charity Commission may not be worried by this amount.

John Dobson gave a vote of thanks to Sean for all his hard work in putting the accounts together and his dedication over the past year.

The Annual Report and Financial Statement was adopted.

#### **4. Nomination of independent examiner for 2018**

The parish reappointed Simon Gay (Age UK accountant) to audit the accounts for another year.

#### **5. Report on the fabric and furnishings of the churches**

Keith submitted a buildings report on behalf of Don (see attached) and issued huge thanks for all the work he does relating to all the churches in the care of the Parish. It was noted that St Mary Arches lease is now complete. In addition the work to St Petrock's is now complete and thanks are due to Heavitree Parish Trust, Viridor and Leche Trusts. Thanks also to everyone involved including Sean for his time and energy which went into making the applications for monies from the above Trusts.

#### **6. Safeguarding Report**

(See attached report)The PCC are now trained at the CO Basic Awareness level and the churchwardens are currently undergoing the DBS process.

It was noted that no mention was made of the clergy in the report and how the parish should deal with victims of abuse.

Thanks were given to Mary for work done.

*Post Meeting: All clergy have to do higher level C3 training. Our Safeguarding Policy mentions caring pastorally for victims of abuse according to their specific needs. This may involve giving details of local support agencies.*

**7. Note of the parish policies on: Safeguarding, Health and Safety, and Data Protection**

Policies to be placed on new website as soon as possible.

**8. Report on the proceedings of the Deanery Synod**

Jessica submitted a written report (see attached) on behalf of herself and Celia Smith. Jessica noted that the parish share of the Common Fund, which is a major item of parish expenditure, is rising rather than coming down and highlighted how some parishes questioned the increase. She wondered whether there could be more communication from the Diocese about this. Sheila responded by saying how the Diocesan Synod is conducting a review of Common Fund and information about expenditure is regularly shared and carefully discussed at Diocesan Synod.

**9. ECCC report**

Sandie Walton submitted a written report (see attached). Sandie added that it is a very challenging time at present as recently there has been the loss of 2 shops from the High Street, including Jones, which sends ripples through the retail community. Sheila thanked Sandie for an excellent report. Keith added that prayer underpins the work of the ECCC.

**10. Churches Together across Exeter and Churches Together in Central Exeter reports**

Sheila presented a report (see attached).

**11. Report from Unlimited Church (St Mary Arches)**

Keith highlighted the good news from Unlimited Church's report (see attached). On 1<sup>st</sup> April James Grier took over the lease for St Mary Arches and hopes to make fabric improvements in the future.

The issue of money previously spent on the organ was raised and whether it is used. It seems it is used rarely but Sheila mentioned that organists are welcome to practise on it. Nigel volunteered to pass on the number of an organ organisation to James.

**12. Election of Representatives for the PCC.**

John Dobson and Averil Swanton were re-elected for a 3 year term.

**13. Election of Sidespeople**

All serving sidespeople were re-elected.

**14. Adoption of the Electoral Roll**

The number on the revised electoral roll for 2018 is 39. This is the same as last year although there has been one death and one new person added to the roll. The Electoral Roll was adopted unanimously.

### **15. Report of Rector**

Sheila presented her report (see attached) and highlighted some of the challenges, including underestimating the duration of the St Petrock's refurbishment and developing ecumenical links across the city churches.

Sheila thanked everyone for their continuing support, especially Keith and other churchwardens and the retired clergy including Mark Bate, Francis Coles, Rosemary Enever, Bob Burn, Peter Beacham, Charles Edwards and Tony Raven.

To conclude Sheila talked about her research last year into the use of the Chaplaincy Centre in the RD&E for her MTh in Chaplaincy Studies. Interviews with a wide range of users found they appreciated the 'breathing space' it gave people and this links with the Parish Mission Statement to 'giving breathing space' in our churches through such things as the 'Prayer Pilgrimage' booklets; 'Scatter the seeds and pray God will bring the growth'.

### **16. Chair's report**

Keith presented his report (see attached) and began with a question. 'What can we learn from the Hooper's monument in St Petrock's?' This question was set in the context of our world today which is suffering turbulent times and although the Hooper's monument was installed in 1603 we can learn about how their faith sustained them and can sustain us in times of difficulty. Thus, Keith concluded that our faith calls us to be open for business in the year ahead.

Keith also gave huge thanks to everyone for playing their role in the parish.

### **17. Any questions or comments**

Peter Beacham to be added to list of retired clergy mentioned in Sheila's report. Sheila concluded by mentioning that PCE has received £380 from the funeral of Richard Barber-Davin.

## Minutes of the PCC meeting

### **1. Apologies**

As above.

### **2. Election of Chair and Vice-Chair**

Keith Walton was elected Chair. Sheila was elected as Vice-Chair.

### **3. Confirmation of date of next meeting**

Wednesday 9<sup>th</sup> May at 7.30pm at St Petrock's.

*Post Meeting: As many members have given their apologies for this meeting it may be postponed until 23<sup>rd</sup> May in St Stephen's. This is to be confirmed.*

The meeting closed at 1.15pm