

THE PARISH OF CENTRAL EXETER

Minutes of the Meeting of the Parochial Church Council on Wednesday 23rd May 2018, St Stephen's Church

Present: Keith Walton (chair) Betsy Allen Mary Keaney
John Dobson Sarah Branton Don Branton
Sheila Swarbrick Averil Swanton Jessica Claridge

1. **Welcome and Prayer:** Keith welcomed everyone to the meeting and Sheila read a prayer from the Hungarian church.
2. **Apologies:** Michael Hall, Richard Skinner, Sue Blow and Celia Smith

3. Minutes of the last meeting.

The minutes of the last meeting held on Wednesday 14th March 2018 were amended, accepted and signed by Keith.

4. Matters Arising

Mary was invited to say a few words about the trip to Malawi with St Peter's Malawi Education Trust. The classrooms were successfully built and the team of Malawian carpenters were able to replicate the template from the school to begin erecting a kindergarten at the base, Mtunthama. It was a very humbling and inspiring visit to a beautiful country.

Mary and family will give a talk with video footage of the Malawi experience following the soup lunch planned for Sunday 4th November 2018.

5. Parish Activities

5.1 Services

Sunday 3rd June/Sunday 5th August Tony Raven is to conduct both services with Dorothy Raven to play the piano.

Monday 4th June Orthodox Vespers at St Petrock's 6pm in celebration of St Petrock's Feast Day

Sunday 29th July Bob Burn to take service in St Olave's at 9.30am

Sunday 12th August an informal service to be held in St Mary Arches. Peter Harflett to possibly play the organ.

Sunday 30th September Harvest service in St Petrock's with Harvest lunch in St Stephen's. Steve Chown From Exeter Community Initiatives to preach.

Sunday 4th November Mary Keaney and family to give a talk about their experiences in Malawi.

5.2 Pastoral Care

Unminuted.

5.3 Parish Website:

The new website is up and running. Keith expressed thanks to Nigel Walsh for looking after the original website.

Action: Keith to write a letter passing on thanks from the PCC to Nigel for all his work with a £25 gift voucher.

5.4 Parish GDPR update

All consent forms have been returned with the exception of 3. All booking forms now have a note referring to GDPR and contact beyond the booking process eg. Such as Newsletters

6 Church Buildings

6.1 St Stephen's

The sound system has been put right.

Russ Palmer (architect) will set a date for the Quinquennial Inspection to take place later in the year. Some misuse of St Stephen's has been reported including drinking and smoking.

6.2 St Petrock's

The new screens are in place. They are neat and easy to use. Steve Brown, who is hosting an AWE exhibition will be using the new screens and the old blue ones recently purchased and collected from John's garage.

John Allan is giving a talk about St Petrock's and the monuments on Friday 7th September at 1pm.

All outstanding work on the church is to be completed by Gaydon's (builders) as soon as possible. It was noted that Richard Gaydon is poorly which may explain the delay in completion of work.

The large electricity bill from January to March has been paid. Quotes for installing solar panels have been requested from Russ Palmer. The Homeless Centre have a sub meter which means that we can calculate our share of the bills. It was acknowledged that underfloor heating is costly but possibly less so in the summer months.

6.3 St Mary Arches

There has been some confusion over the amount of monies paid by St Stephen's and Unlimited Church for the upkeep of St Mary Arches which has resulted in Unlimited Church believing they are owed £2,500.

Sheila proposed that the PCC give approval for a one off donation of £1,000. The PCC approved this amount and action.

6.4 St Pancras

Gaydon's are due to complete work on the roof and drains in the Autumn. Vandalism of St Pancras property has been reported. This includes 2 chairs being slashed.

Action: Repair of chairs

6.5 St Olave's

The organ lock has been replaced. There is now a student using the organ.

Russ P has produced drawings to show the improvements to the fabric of the church including a tea bar, lighting for 2 paintings and general redecorating and refurbishment. His estimated cost for this work is £17,000.

There is concern that the drains may be an issue during the proposed works in addition to the roof possibly requiring attention following the QI due later this year.

It was felt the proposed works were needed to make St Olave's more user friendly.

The PCC gave approval of the architect's drawings for development of St Olave's and to begin the process of securing a faculty.

Action: Keith to write to Russ P with approval of drawings and an instruction to begin the faculty process with the DAC.

7. Deanery Synod Report

Nothing to report.

8. Finance

8.1 Budget to end of April 2018

See Appendix 1: It was noted that that £11,000 VAT has been received from the refurbishment works to St Petrock's.

8.2 Shared Interest Account Investment

Shared Interest is a fair trade lending organisation which uses the pooled investments of its members in the UK to affect real and lasting improvements to people's lives in the developing world. The money given will go into an account which PCE can access. Sheila and the churchwardens propose that £5,000 from the silver insurance monies is invested in a Shared Interest account. The PCC gave approval for this to happen.

Action: Sheila to speak with Sean S to put this into action.

9. Safeguarding and Health and Safety

9.1 DBS – Basic Disclosures

Mary informed the PCC of the availability of Basic Disclosures for volunteers in the church who are not eligible for Enhanced Checks such as Home Communion Visitors. This would incur a cost of £25.

The Stay and Play helpers to be checked for DBS eligibility.

Action: Mary to complete a DBS check on Sarah in June.

Action: Mary to investigate online Health and Safety courses provided by the Diocese

10. Issues for 2018

10.1 St Petrock's: update on use

The St Petrock's Flyer and User Guides were discussed. The address on the flyer is to be amended and note added to the effect that displays/events held in the church should reflect the concepts of the chapel for Justice, Peace and Creation.

Action: Mary to make amendments and additions to the flyer.

The discussion clarified who are the potential users of St Petrock's and that the users need to be raising money for charitable organisations as in St Stephen's. The PCC recommended a charge of £10 per hour with £70 per day. The PCC will re-consider the charging policy at the November meeting.

The need for Greeters was raised. Generally, Sheila will meet users but the hope is that there will be a core bank of regular users such as the AA groups who will not require greeting.

Action: Keith to join the July Greeter's Meeting to demonstrate how to use St Petrock's facilities.

The bells in St Petrock's will be rung on some Sundays in late Summer and Autumn as the Cathedral bells will be out of order.

10.2 Publicity to new Halls of Residence

Betsy put the case for engaging with students in the city. She suggested placing posters in the various halls of residence and encouraging links with the University Chaplaincy as the long term future of PCE needs to be considered. The possibility of groups using St Stephen's on a Sunday evening was raised.

Action: Betsy to ask approval to put up posters. Betsy and Mary to work on the poster design.

11. CTAX/CTCE

CTAX's next meeting on Wednesday 11th July will discuss the Good Friday Walk of Witness. Sheila invited comments from the PCC and PCE. A discussion followed. The general feeling was that a mostly silent walk was most effective rather than a re-enactment of Good Friday events as currently happens.

CTCE – the Lent groups feedback was positive with a suggestion to also having Autumn groups but this is unlikely. The United Service is scheduled for Sunday 18th November in Southernhay with Pdraig O'Tuama, the leader of the Corrymeela Community. On Saturday 17th November there is a conference on reconciliation at the university where he is speaking.

12. Central Exeter Relief in Need Charity

Sheila reported that Joy Watson is retiring as a trustee of the charity and proposed Viv Asher to take her place. The PCC gave approval.

12. CMS

Ruth Sayers is visiting PCE in a social capacity on Thursday 31st May. She hopes to see Daphne. Also Jean Bosco, from Kimbilio, is visiting UK in October and may be able to visit Exeter.

13. Correspondence

We have received 'thank you' letters from CMS and Nightstop. See **Appendix 2** for the latter.

Post Meeting: we received a 'thank you' card from James Tatum and Laurel Keeley thanking us for the use of St Stephen's during AWE.

14. A.O.B.

Jess mentioned that a musician was needed for the first July concert but all other concerts were filled.

John agreed to design posters to advertise the July Lunchtime concerts. The PCC sent best wishes to Cath Dobson for her forthcoming eye operation on Monday 18th June.

15. Date and Place of next meetings

Wednesday 18th July at **St Petrock's** - 7.30pm

Wednesday 19th September

Wednesday 21st November

Sheila closed the meeting at 9.15pm with a Trinity Blessing.