

Minutes for the Meeting of the Parochial Church Council Held virtually during June/July 2020

All members were sent the agenda and notes and given the opportunity to ask questions on the draft agenda. Responses to the final agenda were received from Revd Sheila Swarbrick, Keith Walton, Jessica Claridge, Betsy Allen, Richard Skinner, Sue Blow and Viv Asher.

1. The PCC agreed that because of the Coronavirus emergency the meeting would be conducted by means of online correspondence.
2. **Prayer:**
Keep us good Lord
Under the shadow of your mercy
In this time of uncertainty and distress.
Sustain and support the anxious and fearful,
And lift up all who are brought low;
That we may rejoice in your comfort
Knowing that nothing can separate us from your love in Christ Jesus our Lord. Amen
3. **Minutes of the virtual meeting in March/April 2020: (attached)**
The minutes of the virtual meeting held during March/April 2020 were confirmed as an accurate record.
4. **Matters Arising/Questions:** 5.2 Fairtrade online application to be done.
5.3 Bishop Robert has asked Archdeacon, Andrew Beane, to draw up a formal agreement between the parish and the Orthodox community of the Moscow Patriarchate for the use of St Pancras for worship. This will be done nearer the time when it is likely that an actual service may take place.
5. **Parish Activities:**
5.1 Re-opening of churches and the future of the Parish: See Keith's article, attached, which addresses these issues.
5.2 Pastoral Care: The use of a variety of regular Zoom meetings is proving effective in continuing contact between members of the parish.
5.3 New appointee to replace Averil as a Trustee for St Mary Arches Lands and St Kerrian's Trusts:
Viv Asher has confirmed that she will act as a Trustee.
The PCC approve the appointment of Viv Asher as Trustee for St Mary Arches Lands and St Kerrian's Trusts
6. **Church Buildings:**
6.1 St Stephen's: Garden – Betsy, Richard and Sheila have done some weeding and Betsy planted some geraniums.
6.2 St Petrock's: Electricity bill is higher this year with the underfloor heating working.
6.3 St Pancras: Nothing to report.
6.4 St Olave's: Morwenna Stephens has taken the banner and is proceeding with the conservation work. She asks about the history of the banner and Jessica is investigating. She wants to use it as a case study in textile conservation for a webinar for students in Delhi and she would happily present a talk for the parish/public at a future date.
7. **Social Media Update:**
7.1 Facebook: Helen continues to update the parish page with articles and posts as appropriate. Mary regularly updates the parish website with Sunday services and letters.

8. **Deanery Synod Report:** No meeting has taken place. Revd Robin Eastoe is retiring from Heavitree parish on 3 July 20.
9. **Finance:** 9.1 Budget report – Sean prepared end May report – total income £16,000, total expenditure £16,028, Bank balance £42, 958. He gave end April 19 and end June 19 budget reports for comparison. April 19 income £15,776, expenditure £15,015. June 19 income £21,526, expenditure £23,471. Though May 20 situation is okay the income from fund raising, recurring donations (wall boxes) and use of buildings will all be lower this year with little reduction in expenditure (cancelled Redemptorist Publication, less wine/wafers) but utilities, admin, insurance, diocesan share, giving all continue.
9.2 Online giving – options are being investigated and will be reported on in due course.
- 9 **Safeguarding and Health & Safety:**
- 10.1 Responding to Safeguarding Allegations or Concerns: We are required to have a procedure in place for responding to safeguarding allegations or concerns.
The PCC approve the ‘Responding to Safeguarding Allegations or Concerns’ procedure document.
- 10.2 Parish Safeguarding Dashboard: The parish has been invited to register to use this online tool to help with meeting all the C of E’s Safeguarding requirements. It looks like a useful tool and Mary is asking the PCC for approval to register. Mary is happy to be nominated as the person who will be the owner/editor of the parish dashboard and if you agree to this she can inform the Diocese Safeguarding team of her name, role title and email address for registration purposes.
The PCC approve registration with the Parish Dashboard.
Action: Mary to inform the Diocese of the PCC decision and supply her details for registration.
- 10.3 Registering for Basic DBS checks: Mary is registered to request/verify Enhanced level DBS checks but now Basic Disclosure checks are available she would like to register to be able to do this when required. To register for Basic level checks Mary as the parish DBS Verifier needs to email the Diocese Safeguarding team to request registration.
The PCC approve Mary to carry out/verify Basic DBS checks.
Action: Mary to request registration with the Diocese Safeguarding team.
- 10.4 Adoption of Recruitment of Ex-Offenders Policy: Please see the attached document. We are required to have a policy statement on the recruitment of ex-offenders.
The PCC approve adoption of the ‘Recruitment of Ex-Offenders’ policy.
11. **CTAX/CTCE:** Regular online communication is received. During the international ‘Thy Kingdom Come’ prayer from Ascension Day to Pentecost the diocese opened a 24/7 prayer room through zoom. A few members of the parish prayed together for 1 hour on Saturday 23 May.
12. **CMS link:** The financial support for Jean Bosco, as a local Mission Partner at Kimbilio will come to an end in 2020. CMS has asked if the parish wants to be linked with the general Global Mission through Local Leaders programme. In this way we would get updates from across the world on a variety of mission activities. Sheila has written explaining how we will continue to support Kimbilio through the Congo Children Trust and that we receive Ruth Sayers link letters and that we are a small parish. Thus, though we will continue to support CMS she is not sure if we want more information and would be happy for the money to go to general funds. CMS has replied stating that the money can go either to general funds or for Ruth Sayer’s support. She will check with Ruth.
13. **Correspondence:** Devon Historic Churches Day Ride and Stride event on 12th September 2020: To raise funds the DHCT are focusing on the Ride and Stride element this year but are happy for people to plan other activities while being mindful of social distancing. People are being encouraged to take part in an event in the countryside which requires sponsorship or a donation. As usual 50% of funds raised are returned to the parish with 50% going to DHCT funding grants.
Action: Mary to circulate information to parish re: Virtual Ride and Stride on 12th September
14. **A.O.B. 14.1** Helen Evans reported on her recent activities with the ‘Creating Space for all to be creative’ pioneer ministry. This began with 2 workshops – October Poetry Away day, March

workshop with Spiritual Directors before online with a Parish Poetry Appreciation group and 3 creative process groups of 5 people each. For July to September she plans to run a monthly Poetry Appreciation group and 3 creative process groups (using the same material for each). She would like to do something for National Poetry Day on October 1st. She registered the domain name www.InnerRoom.co.uk and will set up a link from that to the Parish website where she will begin to share material. She reports to a support group including Keith, Betsy, Sheila, Richard, and her spiritual director Sue Knight. The PCC will continue to support this ministry under Mission line with funding for expenses eg for zoom, website links and bringing in other poets at a future date.

15. Date and Place of future meetings: **September** (*sometime, somewhere, somehow*)