

## THE PARISH OF CENTRAL EXETER

### Minutes of the ANNUAL MEETING OF PARISHIONERS Minutes of the ANNUAL PAROCHIAL CHURCH MEETING

Wednesday 14<sup>th</sup> April 2021 at 4pm via a Zoom Meeting

### Minutes of the Annual Meeting of Parishioners:

**Chair:** Keith Walton

**Attendance:** Revd Sheila Swarbrick, Imogen Walsh, Bob Burn, Richard Skinner, Betsy Allen, Claire Mayer, Helen Evans, Sue Blow, John Dobson, Cath Dobson, Caroline Cornish, Jill Grainger, Charles Edwards, Sarah Branton, Don Branton, Doreen Hatt, Bee Harley and Mary Keaney (sec)

1. **Apologies:**

Viv Asher, Jessica Claridge, Beryl Whidden, Isabel Burn and Daphne Smith

2. **Minutes of the 2020 meeting:**

The minutes of the meeting held on Wednesday 7<sup>th</sup> October, via Zoom, were accepted as an accurate record and will be signed when we next meet.

3. **Election of Churchwardens for 2021/22:**

Both Keith Walton and Betsy Allen were re-elected as churchwardens for the coming year.

### Minutes of the Annual Parochial Church Meeting:

1. **Apologies:**

Viv Asher, Jessica Claridge, Beryl Whidden, Isabel Burn and Daphne Smith

2. **Minutes of the 2020 meeting:**

The minutes of the meeting held on Wednesday 7<sup>th</sup> October 2020 were accepted and will be signed when we next meet.

3. **Annual Report and Financial Statement of the PCC for the year ended 31<sup>st</sup> December 2020:**

Thanks for the huge amount of work put in by Sean Swarbrick as treasurer, Keith as chair and Sheila as rector to create this detailed and lengthy document was expressed by several people. The Independent Examiner, Simon Gay, has approved the finances and issued a certificate.

Keith explained the unusual circumstances of the past year in his opening statement of the report for current readers and for those in the future who may not be so aware of the 2020 pandemic. He also expressed the sense that the parish has done so much considering the restrictions on general life.

Special thanks were extended to Sean Swarbrick for preparing the Financial Statement. The Annual Report and Financial Statement were received and it will now be forwarded to the Charity Commissioners.

4. **Nomination of Independent Examiner for 2021:**

Simon Gay was re-appointed as the Independent Examiner for the coming year with a donation being made by the parish to Age UK Exeter.

5. **Report on the Fabric and furnishings of the churches:**

Thanks were given to Don Branton for his continued care of the church buildings over the year. **St Pancras:** Don explained that due to Covid restrictions the cleaning of the windows and repair of the mullions has been delayed but with funds available this can happen. Don will ask Russ Palmer, architect, to produce the specification required for this to go ahead. **St Stephen's:** Don thanked the gardening team (Betsy, Imogen et al) for all their hard work making the garden a delight. Betsy updated us with acknowledging the gardeners who cleared old stock from the garden at the end of 2020 and the efforts of all who have cleared weeds, donated plants and helped to plant new stock. We now have a new gardener in place to keep the space tidy once a month from April 2021. Betsy has organised for the Princesshay gardener to water the garden regularly. Don reported that he will ask Russ Palmer to look at the wooden panel which is adrift inside St Stephen's. Sheila confirmed that the scaffolding inside to aid repair of the ceiling will be coming down at the end of the week so Sunday services can resume from 18<sup>th</sup> April 2021. This will allow cleaning and flower arranging to also resume. **St Olave's:** The refurbishment is nearly complete; the builder is waiting on an electrician to complete the works. The beautifully restored banner (from St Petrock's) has been framed and hung in the church. Sheila explained that the frame was bespoke to accommodate the banner and to allow access to it if necessary. Its placement on the wall near the organ was chosen as the only suitable location. The hope is that we collate the history of the banner and put on a talk. Caroline offered to contribute to this. Bob B mentioned that he has a document on the history of St Olave's from 1050 to 1940 which he will forward to Keith.

The Fabric report was received.

6. **Safeguarding Report with Health and Safety Report:**

**Safeguarding Report:** Mary reported that the parish is at Level 2 of the Safeguarding Action Plan. Thanks to all who have applied for DBS checks and carried out appropriate levels of training for their role in the parish. She expressed some concern about a recent number of calls received from vulnerable adults. It was agreed to set up a structure to support Mary.

**Health and Safety Report:** Thanks were given to all who helped prepare the churches for reopening when permitted and writing the detailed Risk Assessments.

The Safeguarding Report and Health and Safety reports were received, and thanks given to Mary Keaney for work over the year.

7. **Stay and Play Report:**

Betsy reported that they had been able to have 3 sessions in early 2020 before the first Lockdown was put in place. These were thriving sessions attracting a diversity of attendees and always with 4 helpers. Understandably the March session was quiet as Lockdown loomed. The future of Stay and Play is unsure.

Thanks were given to Betsy and her team for all their hard work. The Stay and Play Report was received.

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

Sheila reported that there were only 2 meetings last year due to the pandemic (February and October) instead of the usual 3. The next meeting, via Zoom, is on Tuesday 20<sup>th</sup> April

2021. Groups will be tasked with thinking about the future and the things which should be retained/dropped/etc.

Sheila, also reported the reorganisation to the Deanery Boundary. The Clyst Mission Community has been dissolved and Pinhoe, from 1<sup>st</sup> April 2021, will be known as the Parish of Pinhoe with Poltimore and will leave the Aylesbeare Deanery and become part of the Christianity Deanery.

The Deanery Synod Report was received, and thanks given to Jessica Claridge and Celia Smith.

**9. Report from Unlimited Church:**

Keith noted how encouraged he was with Unlimited's work caring for the wellbeing of so many especially in a difficult year. Richard and others were particularly impressed with their report. Sheila mentioned that James Grier left Unlimited on 4th April after 10 years of service. He now works full time as the diocese's Mission Enabler. The Revd Helen Sherlock replaces James as vicar.

The Unlimited Church Annual Report was received. Sheila will convey thanks from the parish to James for all the work he has done with setting up and leading Unlimited and she will contact Helen Sherlock about continuing our relationship with them.

*Thanks were given to all parties for their reports and answering questions.*

**10. Election of Representatives for the PCC:**

There is no one seeking re-election. The current elected PCC members are: Don Branton, Richard Skinner, Viv Asher, Sue Blow, Helen Evans and Claire Mayer. Other members are ex-officio and include Sheila Swarbrick (rector), Keith Walton (Church warden), Jessica Claridge (DS rep) and Celia Smith (DS rep), Betsy Allen (churchwarden). All are welcome to join the PCC at any time.

**11. Election of Representatives to the Deanery Synod: (2 people for a 3 year period):**

Jessica Claridge and Celia Smith are the current parish reps and do not require re-election this year.

**12. Adoption of the Electoral Roll:**

The Electoral Roll is 38. The revised ER was adopted.

**13. Election of sides people:**

All sides people were re-elected.

**14. Report of the Rector:**

Sheila reiterated her thanks to Caroline for hosting the parish social tea party last August and to Bee for the Music and Meditation events in St Stephen's which she enjoyed and appreciated. She also gave thanks to everyone for their creativity and flexibility during the pandemic.

Sheila thanked Cath Dobson for her role as trustee with CERN (Central Exeter Relief in Need Charity) as she retires after 20 years of service. Beryl Whidden is the new parish representative from April 2021. Bob Snowden is also retiring from his role as the City Council rep on St Edmund and St Mary Major charity. He has served as both correspondent and trustee over the years since 1993 and over saw the bringing together of CERN's administration with the St Edmunds and St Mary Major charity. Thanks were given to Bob for his support of Mary as she took on the role of correspondent in 2018. Looking to the future Sheila drew attention to 2 national documents which will need consideration in 2021. These are: 1. The C of E's commitment to net zero carbon

emissions and 2. Living in Love and Faith which includes a 5 week course looking at Christian teaching and learning about identity, sexuality, relationships and marriage. The Rector's report was received.

**15. Chair's Report: (attached)**

Keith thanked everyone for playing their part in the life of the parish especially during a challenging year.

Keith addressed the issue of how the parish will resume its worship life once Covid restrictions are finally lifted in June/July. Will things go back to how they were pre pandemic or will they need to change? It is likely things will need to evolve as the number of face to face services will be limited to one service per Sunday with a loss of 2 services in St Stephen's. Keith will be seeking everyone's opinion on how they see the future of worship in St Stephen's.

*Post Meeting Update: Keith has written to the parish canvassing views on the future of worship at St Stephen's and the use of prepared service sheets and Zoom.*

**16. A.O.B:**

Cath extended thanks to Helen Evans and Claire Mayer for their work during the past year with their respective online Poetry and French sessions.

Claire thanked Sheila, Keith and Betsy for leading the parish through difficult times.

*Post Meeting update: Mary thanked for her administrative work*

Betsy thanked Keith for his work over the year and for leading the conversation about the future in his report.

## **Minutes of the PCC meeting:**

**17. Election of the chair for 2021-22:**

Keith was elected chair for the coming year.

**18. A.O.B:**

Keith thanked everyone for attending. Sheila thanked Charles for attending.

**19. Confirmation of date of next meetings:**

Wednesday 16<sup>th</sup> June 2021 (possibly in person but to be confirmed)

Wednesday 29<sup>th</sup> September and Wednesday 8<sup>th</sup> December

The meeting closed at 5.20pm.