

THE PARISH OF CENTRAL EXETER

Minutes for the Meeting of the Parochial Church Council On Wednesday 9th March at 3pm at St Petrock's church

Present: Revd Sheila Swarbrick, Keith Walton (chair), Claire Mayer, Viv Asher, Sue Blow, Richard Skinner, Celia Smith and Mary Keaney (sec)

Apologies: Helen Evans, Don Branton, Betsy Allen & Jessica Claridge

1. **Prayer:** Keith welcomed everyone and Sheila led us in prayer from Psalm 31 to recognise the war in the Ukraine. Keith will include Russian Orthodox prayers in the Sunday service sheets for 13th March with an explanation from Fr Porphyrios.
2. **Minutes of the meeting on Wednesday 8th December 2021:** After amending Peter Stephenson's name (5.2) the minutes were approved and signed by Keith as an accurate record.
3. **Matters Arising:**
 - 3.1 Apologies from Fr Julian re: icon left in Bow in St Stephen's. This was noted by the meeting.
4. **Parish Activities:**
 - 4.1 **Pastoral Care:** Unminuted except discussion of email received by Mary from a mother relaying how her son who had been visiting St Olave's church on Saturday 5th March had been spoken to by the organisers of the Lent Compline who had been rehearsing. They were happy for the son to visit and take photographs during their rehearsal but were quite rude to him when he attempted to enter the vestry to look at a coat of arms. As he is on the autistic spectrum any mistakes he makes can be a traumatic experience for him. Mary emailed our apologies to his mother.

Action: Mary and Keith to offer to meet the son for a guided tour of St Olave's at a mutually convenient time.
 - 4.2 **Pattern of services & church opening hours:** Restarting the common cup and peace

Sunday 3rd April: APCM at 11.30am followed by a bring and share lunch
Sunday 10th April (Palm Sunday): Procession from St Pancras' at 9.45am to the Cathedral is yet TBC. A prepared service will be circulated to the parish.
Sunday 17th April: Easter Sunday communion at 10.30am (no Crossing Place)
Saturday 7th May: Confirmation service in the cathedral 5.30pm. Christopher Bryan is preparing Chris Stokes. We may have a reception in St Stephen's TBC
Saturday 14th May: Exeter Pride service in St Petrock's at 11am?
Sunday 15th May: United Service at Sidwell Street Methodist Church at 10.30am with a speaker from Christian Aid
Sunday 29th May (5th Sunday): 10.30am BCP communion service at St Martin's
Sheila has invited Peter Beacham
Saturday 4th June: Vespers from 6pm in St Petrock's with Martin Olsson and the Orthodox Parish of the Holy Prophet Elias
Sunday 31st July (5th Sunday): Holy communion service in St Mary Arches

August: usual pattern with Crossing Place TBC

Crossing Place to be reviewed at the end of the year

Restarting the Common cup and Peace: It was agreed to restart both at Easter time with an announcement at the APCM on Sunday 3rd April. If anyone does not wish to receive the cup, they can show this by placing a hand across chest to the shoulder.

Opening hours: Julie Richards will be opening the churches on Wednesdays, Fridays and Sunday mornings.

4.3 Parish Social and Events: Killerton visit, talks in St Olave's, marking 10 years since reopening of St Stephen's, Wed 8th June talk by Alastair McIntosh

Killerton Visit: The visit is due to take place on **Monday 28th March 2022**. Helen has been reassured that there will be plenty of magnolias to see and a buggy should be available to take people from Reception to the House. There may be a buggy available to tour the garden for those that need it but this is dependent on a volunteer being available. **Action:** *To check how individuals will get to Killerton*

John Allan Talk on Monday 7th February went well, and donations have been banked.

World Day of Prayer service: Friday 4th March A lovely service which was well attended.

Talks in St Olave's:

Action: *Keith with support from Betsy to investigate tours of the church during Heritage weekend (September) Sheila wonders about other events in the church.*

Sunday 27th March: Flea market on Fore Street. Sheila, Viv & Julie to open St Olave's with stuff to sell.

Marking 10 years since re-opening St Stephen's:

Action: *Keith to write to parish to ask if people have any thoughts on the things which could be recorded on the digital display from the last 10 years.*

Climate Awareness Talk: Alastair McIntosh to speak on this subject on Wednesday 8th June from 6pm-7.30pm with refreshments on arrival.

4.4 Updating church leaflets:

Action: *Keith to update St Olave's leaflets first followed by St Pancras' leaflets*

5. Church Buildings:

5.1 St Stephen's: sound system, ceiling & buying new screens. The sound system is to be upgraded in St Stephens on 10th/11th March. There will be a new headset. The volume can be controlled by someone in the congregation and the hearing loop will be repaired.

Post Meeting Update: *Training to be given on Thursday 17th March by the engineer*

Don's report mentioned that the architect, Russ Palmer, has agreed to oversee the repair to the ceiling which is probably a week's work. This should happen before Easter.

The PCC agreed to purchase 2 new screens – one for St Stephen's and one for St Pancras to replace the worn screens.

Action: *Mary to research colours and costs and report to Sheila, Betsy and Keith.*

5.2 St Petrock's: Don's report stated that the repair to the window is due to start sometime after 21st March. He is also willing to meet with the AA members to help resolve the heating issue.

Action: Sheila to email Don the AA contacts.

Keith reported that he has applied for a Faculty for chancel storage in the St Petrock's Homelessness Centre. A temporary certificate has lapsed. A Statement of Need may be required.

Post Meeting Update: Keith has received notification that a Faculty is not required for the addition of free standing shelves to St Petrock's Homelessness Centre.

5.3 St Pancras': The outside noticeboard needs repair, but Don's sore hip has prevented him from completing the repair.

5.4 St Olave's: refurbishment progress update, vestments & altar frontals to advertise

The tea bar is being used. Vinyl flooring for the sink area in the vestry has been laid and St Olave's Trust will reimburse Don Branton the cost of the vinyl. The vestments have been photographed ready for advertising.

Action: Sheila to investigate how to advertise them with the Diocese.

When sold we will record who buys which items in the PCC minutes.

The prayer board in St Olave's is looking tatty and St Pancras is down so it was agreed to purchase 2 new boards. Viv volunteered to update the prayer boards with new prayers on a monthly basis.

Action: Sheila to talk with Bob Snowden as he had offered to buy a new board for St Pancras' before the pandemic.

5.5 St Mary Arches: kitchen in back room, removal of organ

The meeting agreed that the kitchen could be put in the back meeting room. The parish have been informed of Unlimited Church's request to remove the organ in St Mary Arches. The meeting discussed this issue and agreed that the organ should remain in SMA. However, should Unlimited Church produce proposals which show the organ can be safeguarded by being transferred to another identified church in Exeter or in the local diocese or another church in the UK then the PCC would reconsider its position.

Action: Keith to write to Helen Sherlock vicar of Unlimited Church with the above recommendations.

5.6 Retirement of architect Russ Palmer: Russ is retiring, and the PCC need to replace him. The Diocese has a list of architects the PCC can consider. Both St Petrock's and St Stephen's have their Quinquennial Inspections coming up in the next 12 months.

Action: Keith and Mary to discuss requesting quotes from companies on Diocesan list.

6. **Social Media Update:** Facebook is regularly updated by Helen with Mary updating the parish website.

7. **Deanery Synod Report:** Meetings have been limited to 2 per year until a new secretary is appointed. The next meeting is on Thursday 12th May.
8. **Finance:**
- 8.1 End of December 2021 Account and Preparation of Annual Meeting:** We have spent more than we have received (Income: £55,572; Expenses: £61,815) but the parish has gained from the ENC and Romanian Orthodox Church using St Stephen's for their own worship. Also, we have received substantial anonymous donations.
- Sean Swarbrick, treasurer, will do preparation for the APCM and the Independent Examiner, Simon Gay, will audit the accounts.
- Action:** Keith to send the draft Annual Report to Sheila, Betsy and Mary (sec)
- Action:** PCC to approve the Annual report once complete.
- Claire Mayer to complete a Flower Arranging report for APCM.
9. **Safeguarding and Health & Safety:** Mary asked which PCC members would prefer to complete their safeguarding Training via face to face sessions. 6 people (including Jim, caretaker, and Julie, cleaner & greeter,) would prefer this option.
- Action:** Mary to contact the Diocesan Safeguarding team to arrange for face to face training for the Basic Awareness, Foundation and Domestic Abuse modules.
10. **CTAX/CTCE:** The Pulpit Exchange Programme in January/February went well. The United Service will be on **Sunday 15th May** (Christian Aid Week) at Sidwell Street Methodist Church. Organisers are waiting to hear who will be the speaker.
- Lent Groups:** Compline is currently taking place in St Olave's on Monday evenings during Lent. Chris Bryan is running a 3 week Lent course in St Petrock's on Thursday mornings in March on the theme 'Son of God'. St David's are running 2 different courses while St James' is offering a USPG course on Tuesday afternoons.
- The **Agape meal** is being held on **Maundy Thursday 14th April** at 6pm at the South Street Baptist church.
- The united **Good Friday** service in the Cathedral is at 10am.
- A Good Friday Prayer around the Cross will be held in St Pancras' at 7pm.
11. **ECCC:** A small group of chaplains continue to visit shops/businesses in the city centre. They meet regularly in the Mint rather than the Tower room in St Stephen's. On Sunday 13th March South Street will be closed for a Fairtrade event.
12. **CMS link:** Ruth Sayers continues her work in Plymouth. Please keep Ruth in your prayers.
13. **Correspondence:**
- 13.1** Julie sent her thanks for an increase in her hourly rate approved at the last meeting.
- 13.2** Jo Burrige's email to Mary about her son's treatment when visiting St Olave's during a rehearsal by the Compline team. (See 4.1)

14. A.O.B.

14.1 Caroline Cornish will be 90 years old on 28th April. The parish will celebrate her birthday on **Sunday 1st May** with cake, cards and flowers. It was noted that former parish member, John Davies, will be 90 later in the year.

14.2 The meeting agreed a flower arrangement would be a good idea to mark the Queen's Platinum Jubilee in June.

15. Date and Place of future meetings:

APCM on Sunday 3rd April at 11.30am

Wednesday 25th May 2022 at 3pm in St Petrock's

Keith closed the meeting with a prayer at 4.45pm