

THE PARISH OF CENTRAL EXETER

Minutes for the Meeting of the Parochial Church Council 3pm on Wednesday 8th March 2023 in St Petrock's church

Present: Keith Walton (chair), Revd Sheila Swarbrick, Betsy Allen, Celia Smith, Viv Asher, Mary Keaney (sec)

Apologies: Claire Mayer, Don Branton, Sue Blow, Helen Evans, Jessica Claridge and Richard Skinner

1. Welcome & Prayer:

2. **Minutes of meeting on Wednesday 7th December:** The minutes were approved and signed as an accurate record by Keith.

3. Matters Arising/Questions:

- 3.1 Mayoral crown update: Betsy reported that RAMM do not wish to add the crown to their collection.

Action: Betsy to approach the Mayoral Office to ask if they would like to be custodians of the crown.

Action: Betsy to investigate whether a local Fire Department/station would like to adopt the fire buckets (circa 18th Century) from St Stephen's

4. Parish Activities:

4.1 Pastoral Care:

Monday 27th March: Funeral of Michael Hall at St James's church at 11am

Action: Keith to write to Michael's family with the parish's sympathies

Action: Mary to update ER and invite Chris Stokes to sign GDPR forms to go on parish contact list

4.2 Pattern of services:

Sunday 16th April: Sheila and Keith to work together on Crossing Point service. APCM at 11.45am. Some of St David's licensed lay ministers may join the Crossing Point rota.

Saturday 13th May: Exeter Pride service to be held in St Stephen's – details TBC

Sunday 18th June: Betsy and Imogen Walsh to work on Crossing Point service
Ian Harvey from Congo Children Trust to be ordained this year and visit Exeter later.

Sunday 2nd July: Hannah Alderson to speak at service (Anglican Exeter University chaplain)

Sunday 28th May: Pentecost service at St Olave's with Mark Bate

Sheila reported that the Cathedral are to use St Petrock's and St Pancras for morning services and mid-week communion from Monday 17th April.

Action: Sheila to communicate/meet with Chris Palmer at the Cathedral with regards to making a key available and creating some storage space.

Post Meeting Update: Keith & Sheila approved the suggested donation of £75 per week from the Cathedral for 5 uses of St Petrock's and 1 use of St Pancras per week.

4.3 Parish Social and Events:

Sheila thanked the Lunch Team for providing soup on the first Sunday of the month after the service in St Stephen's.

Summer Social: A few ideas were generated including trips to one of the open gardens in the National Garden Scheme, Budleigh Salterton Museum, a tour of RAMM and a visit to Powderham Castle.

Action: Betsy to make enquiries for early June or possibly August

St Pancras (with St Stephen's and St Petrock's) are to host 'This is my Story' exhibition by the Diocese after Easter. It is a photographic exhibition telling people's faith stories.

Action: Sheila to contact Matt Prior re: details.

4.4 Meeting with St David's update:

This was a positive meeting with both parties agreeing to share details of social events in parish Newsletters. St Michaels and All Angels, Mount Dinham have agreed to accept the ministry of women. Sheila hopes to join the Three Choirs concert at St David's on **Saturday 22nd April**. Some of St David's parishioners attend a monthly social lunch at Exeter College after their Thursday morning communion service and have invited us to join them. Revd Nigel Guthrie retires in July.

Action: Mary to add some of St David's events to our monthly Newsletter and to send Central Exeter's events to be included in NewLeaves at St David's.

5. Church Buildings:

5.1 St Stephen's: Safe Space storage on landing.

Action: Sheila to talk with colleagues about offering the toy cupboard.

Richard, via Betsy, made the suggestion that the ENC could possibly store their equipment in the chair cupboard to relieve space in the AV cupboard. Some chairs would need to be left in open church.

Action: Sheila to discuss this idea with ENC on Wed 15th March.

Action: Mary to contact piano tuner about ways to move the piano with greater ease such as larger castors

Action: Mary to convey to Second Life Fashion that we are happy for them to book the church once a month only and that 25% of their profits to go to charity

Betsy reported that Nicky the gardener is to leave her post as she is based at Crediton.

Action: Betsy to send a card of thanks for all her hard work as the garden behind St Stephen's looks lovely.

5.2 St Petrock's: Quinquennial Inspection Report: Keith phoned Peter Stephenson re:

recommendations in December's minutes for a joint faculty application with ourselves and the Homelessness Centre but he is yet to hear back.

Solar Panels: The architect, Jeremy Chadburn, has sent a detailed letter to Keith and Sheila about the solar panels and their cost of approx. £24K plus architect's fees about £2k. The parish could approach the Homelessness Centre and the Trust to work together to procure funds.

5.3 St Pancras: The roof and guttering were cleared by the Guildhall and thanks sent by Mary

5.4 St Pancras: The internal door is very stiff. Julie has attached a poster to warn those entering.

5.5 St Mary Arches: meeting with Matt Clayton

5.6 Buildings Officer: Keith spoke about the growing list of small fabric jobs that need attention across all churches in our care and the need for one person who could be the eyes and ears of the parish to find solutions to the maintenance jobs. This would be a paid post. Sheila and Keith spoke to Matt Clayton at Unlimited Church about a joint appointment. The parish could possibly use the St Mary Arches Trust to fund this post if under the remit of Unlimited Church who lease the church. Mary added that the person appointed would need to sign a self-declaration form, have a Basic DBS check and undertake the Basic Awareness safeguarding training module.

Action: Keith to contact Matt Clayton.

6. Social Media Update: Via email Helen suggested updating the Social Media Policy with the various social media used for each activity on list (page 2).

Action: Mary to update Social Media Policy

7. Inner Room: Via email Helen sent the following report. 'We have 9 people on the waiting list for the Room at the Well workshops, 5 of whom have never attended an Inner Room workshop before and 4 of whom have never attended any Inner Room event: we will run 2 half day workshops in St Olave's probably in late April or early May for a max of 6 people in each, and advertise the spare spaces. The Room2Write writing sessions are going well – Helen has been unable to attend recently because of the demands of her job. They are attracting between 6 and 10 people fortnightly, and

are now being run entirely by the participants with Peter Hart from the Exeter Quaker organising and facilitating them. When we originally set up Inner Room we had a vision that it might eventually become self-sustaining so this is an exciting development and absolutely what we had hoped for. We're also starting to think about plans for the next National Poetry day in October. We have very recently had an approach from St Nicholas's Priory about possibly taking part in a poetry fundraiser for them at the end of July – Helen will get more details of what they are planning and discuss with the Inner Room management team before making any commitments. As an aside and for the PCC's information, Helen is also intending to run her own poetry project (provisionally called *Room Along The Way*) separately from Inner Room; again this in the very early stages of planning.'

8. **Deanery Synod Report:** Nothing to report. Next meeting is on **Thursday 16th March** at 7.30pm with David Runcorn. At the APCM we can elect 2 DS reps for the next 3 years. Nomination forms are available.

9. **Finance:**

9.1 **2022 Accounts to approve:**

Action: Keith to circulate the accounts to the PCC via email for approval asap.

9.2 **Preparation for APCM:**

Action: Keith to write to the 3 PCC members, Helen Evans, Claire Mayer and Sue Blow, who have come to the end of their 3 year term to ask if they would like to stand for re-election at the APCM on Sunday 16th April.

Annual Report: Some events were listed for inclusion in the Annual Report including the Safe Space initiative, Inner Room events, re-starting of Prayer around the Cross, July concerts, Queen's Jubilee exhibition, Archdeacon parish meeting etc.

10. **Safeguarding and Health & Safety:**

- 10.1 **Safeguarding Report:** Mary handed out updated Safeguarding pocket guides to all present. The Social Media Policy was approved with Helen's amendments. The Safeguarding Concerns Procedure was approved.

Action: Mary to update the Parish Dashboard

Action: Mary to send Helen instructions for accessing online Domestic Abuse Safeguarding training

- 10.2 **Safer Recruitment:** The Diocese advise us/Unlimited Church to follow the whole Safer Recruitment process when appointing a Buildings Officer which includes a Basic DBS check as it is a paid position.

Action: Mary to prepare a SR pack for new PCC members which includes a copy of the role description and a 'Fit and Proper Person' declaration in time for the APCM

11. **CTAX/CTCE:** Pulpit Exchange in January where a retired priest, Simon Croft, at short notice took the service in St Olave when Norman Wallwork was not well while Sheila went to the Salvation Army. Lent groups – a variety of churches are represented in the small group meeting with Chris Bryan in St Petrock's while the Compline in St Olave's has about 20 each time.

Agape – to be held at the Mint at 6pm on **Maundy Thursday 6th April** 2023 before the 7.30pm service in the Cathedral.

Good Friday – worship and witness at the 10am service in Cathedral and 10.45am-11.30am on the Green

Prayer Around the Cross – **Good Friday 7th April** at 7pm in St Pancras' with Nigel Walsh

12. **ECCC:** The annual service of dedication for the chaplains was in St Stephen's with the archdeacon, Andrew Beane, on 19th January. Sheila noted that there are only 5 chaplains now.

- 13. CMS link:** Sheila continues to meet regularly with Liz Dunbar who is soon to complete her CMS Pioneer course. She will be licensed to St Thomas' but continue to serve at the prison and with the ecumenical churches green network and other groups.
- 14. Correspondence:** Sheila found a contact in Church Times who are seeking vestments.
Action: Mary to phone Mary Collings Church Furnishings
- 15. A.O.B.** None
- 16. Date and Place of future meetings:** APCM Sunday 16th April 2023

The Meeting closed at 5pm as Sheila led us in prayer.