

## THE PARISH OF CENTRAL EXETER

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

Held in St Stephen's Church on Sunday 16<sup>th</sup> April 2023 at 12noon

### Minutes of the Annual Meeting of Parishioners:

**Chair:** Keith Walton

**Sec:** Mary Kearney

**Attendance:** Revd S Swarbrick, Sandie Walton, Claire Mayer, Yuezhaio Xie, Doreen Hatt, Julie Richards, Sue Blow, Jim Pilkington, Bob Snowden, Cath Dobson, John Dobson, Sean Swarbrick, Richard Skinner, Betsy Allen, Imogen Walsh, Celia Smith, Jessica Claridge, Sarah Branton & Jill Grainger

1. **Apologies:** Viv Asher, Brenda Tripp, Isabel Burn, Bob Burn, Caroline Cornish, Don Branton, Daphne Smith, Beryl Whidden, Helen Evans & Bee Harley,
2. **Minutes of the 2022 meeting:** The minutes of the meeting held on Sunday 3<sup>rd</sup> April 2022 were accepted and signed as an accurate record.
3. **Election of Churchwardens for 2023/24:** 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, Brenda Tripp, Isabel Burn, Bob Burn, Caroline Cornish, Don Branton, Daphne Smith, Beryl Whidden, Helen Evans & Bee Harley
2. **Minutes of the 2022 meeting:** The minutes of the meeting held on Sunday 3<sup>rd</sup> April 2022 were accepted and signed as an accurate record.
3. **Annual Report and Financial Statement of the PCC for the year ended 31<sup>st</sup> December 2021:** Keith commented that attendance at services is slightly down on previous years as in 2019 approx. 24 people regularly attended whereas in 2022 this number was only 19. This is a fall of 20% although the National Average figure is 28%. This is possibly because we haven't got back to pre-pandemic levels of attendance and infirmity/age means people are unable to attend. Also, the parish has seen a reduction in the number of services available and they may not be in the place or at the time desired. Keith also noted, with pleasure, the use of St Stephen's by the initiative Safe Space on at least 2 nights per week (Friday & Saturday) acting as a refuge for those on a night out needing light medical treatment, welfare support and a safe space to wait for buses etc. Keith commented on the Financial Statement by sharing some statistics showing how the Income of £56,585 is comprised: Grants = 27%; Hire of Buildings = 20.7%; Planned Giving = 20%; Donations = 14% (with one very generous anonymous donor); Recovered Tax = 5%; Fundraising = 5% and Interest = 0.4%; Keith thanked everyone who contributes to Planned Giving and supports the Fundraising Activities of the parish. Keith also looked at the Expenses of the parish which are slightly more than the amount coming in as Income. Buildings cost £28,000 (47%); Diocesan/Services cost £10,000

(17%); Utilities cost £9,000 (15%); Admin costs £8,000 (14%); Charitable Giving costs £2,000 (4%);

Keith extended massive thanks to Sean Swarbrick as treasurer for all the time and hard work that goes into this role.

One question was received about the potential asset of all parish silver and pewter were currently stored in Scotland. It was thought best to keep as an asset.

Another query was about whether our Diocesan share altered depending on the parish numbers and socio-economic status. The share does reflect our number but many other factors, too.

The meeting accepted the Annual Report and Financial Statement.

4. **Nomination of an Independent Examiner for 2023:** The meeting re-appointed Simon Gay as Independent Examiner for the year 2023-24 with a donation being made to Age UK in lieu of a fee.
5. **Report on the Fabric and Furnishings of the churches:** Don Branton's report has been circulated and big thanks were extended to Don, via Sarah, for his care of the parish buildings over the past 12 years as he is stepping down as Buildings Officer. Generally, the buildings are in good condition. We are working on employing a paid Buildings Officer with Unlimited Church. Don is very happy with this plan. The report was accepted.
6. **Safeguarding Report with Health and Safety Report:** Mary gave a brief report based on the report circulated prior to the meeting with an update that Safer Recruitment of any new posts is key. This includes any newly elected PCC members who are required to read and sign the PCC member role description, sign the 'Fit and Proper Person' Declaration form and undertake Safeguarding Training. We are currently working at Level 3 of the Action Plan. Thanks were extended to Mary and the report accepted.
7. **Greeter's Report:** Mary took the opportunity to thank any past members of the team for their time and support. Special thanks were given to Julie who is always at end of a phone to help with Greeting any last minute bookings. The team are always delighted to welcome any new members should anyone like to join us. The report was accepted.
8. **Flower Arranging Report:** Claire thanked both teams of arrangers for their work in both churches, St Stephen's and St Pancras'. The circulated report details the monies spent from parish funds for flowers and cards. Keith commented that the amount spent on fresh flowers is invaluable as they make both spaces feel used and lived in. Thanks were extended to Claire and the report accepted.
9. **Inner Room Report:** Helen's report was circulated before the meeting. As Helen was absent Keith mentioned that Inner Room had continued even though Helen has been working full time and noted that regular members support themselves and each other. The workshops are valuable and well supported. In particular the 'Room at the Well' will be running again in Spring 2023. The report was accepted.
10. **Report on the proceedings of the Deanery Synod:** Sheila was thanked by Jessica, on behalf of herself and Celia, for producing the Deanery Synod report. It was noted that

the Deanery Synod has an important function and allows people from different churches and denominations to meet and share ideas. The report was accepted.

11. **CTaX/CTCE Report:** It was noted that there is a commonality of faith within the City Centre Churches. The meeting accepted the report.

12. **Report from Unlimited Church:** No report was received prior to the APCM. The new incumbent, Revd Matt Clayton, was licensed in January 2023.

**Post meeting Update:** *The Unlimited Report arrived on Monday 17<sup>th</sup> April and will be circulated with the minutes of this meeting.*

13. **Report on Exeter Safe Space:** Betsy commented on this report as she has seen at first hand the work that goes into creating a mini casualty in St Stephen's on 2 or 3 nights per week. She referenced the number of ambulances avoided and the number of A&E attendances avoided by Safe Space being in operation on a weekly basis. Betsy thanked everyone for their forbearance with the initial teething problems. Richard also thanked Betsy herself for all the liaising with InExeter and the clearing of storage space for their equipment. The report was accepted.

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

2 people were seeking re-election to the PCC and were duly re-elected for the next 3 years.

Claire Mayer - Proposed: Jessica Claridge    Seconded: Richard Skinner

Helen Evans - Proposed: Jessica Claridge    Seconded: Richard Skinner

Thanks were extended to Claire and Helen. Thanks were given to Sue Blow for all her years of service as she steps down from the PCC.

15. **Election of Representatives to the Deanery Synod:** Jessica and Celia were re-elected to Deanery Synod for another 3 years. Thanks were extended to them both.

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

The Electoral Roll is 35 for 2023. This reflects the sad death of Michael Hall in March 2023. The revised ER was accepted. Mary to send the certificate to the Old Deanery.

17. **Election of sides people:** All sides people were re-elected.

18. **Report of the Rector:** Sheila highlighted a few points from her report which had been previously circulated. They included the hope to have solar panels installed on the roof of St Petrock's and the need to contact our new architect, Jeremy Chadburn, with regard to this venture. Sheila thanked Keith for his part in the Heritage Weekend last September and the delight of the organ recital in St Olave's by the Cathedral organist who is leaving to take up a post at Truro Cathedral in June. Sheila also remembered Revd Charles Edwards who died in March 2022 and the service he gave to the parish. She also wished to remember Revd Peter Beacham and Revd Chris Bryan for all the time they continue to give the parish including Chris' Lent Course. Thanks also to Bob Burn who is looking to conduct a service in St Olave's later in the year. Sheila concluded with giving thanks to all members of the parish with a special mention for Keith and Betsy.

19. **Chair's report:** Keith presented his final report as chair (attached). In the report Keith celebrated the achievement and success of the parish's continued vision to make all our churches available for others to use either for worship related activities or to provide benefit to the city centre community - this success despite the storms of life.

20. **A.O.B:** None

## **Minutes of the PCC meeting following the APCM**

### **Agenda:**

21. **Election of the chair for 2023/24:** Sheila was nominated as chair for the year 2023/24. Betsy presented Keith with a David Austin 'Princess Anne' rose, bottle of wine and card from the parish thanking him for all his hard work, care and wisdom over the past 11 years as he steps down as chair of the PCC.

Sheila was also thanked for her work in the parish.

22. **Confirmation of date of next meeting:** Wednesday 24<sup>th</sup> May 2023 at 3pm in St Petrock's

The meeting closed at 1pm