

THE PARISH OF CENTRAL EXETER

Minutes for the Meeting of the Parochial Church Council 3pm on Wednesday 24th May 2023 in St Petrock's church

Present: Revd Sheila Swarbrick (chair), Keith Walton, Betsy Allen, Claire Mayer, Helen Evans, Richard Skinner, Celia Smith, Jessica Claridge, Viv Asher, Yuezhao Xie (visitor) & Mary Keaney (PCC sec)

Apologies: Don Branton

1. **Welcome & Prayer:** Sheila welcomed everyone to the start of a new church year and talked about the period between Ascension and Pentecost as a time to stop and listen and ask 'Where is God leading us?'
2. **Minutes of meeting on Wednesday 8th March and Minutes for the Extra Ordinary Meeting via email on Tuesday 14th March:** Both sets of minutes were signed as an accurate record by Sheila.
3. **Matters Arising/Questions:**
 - 3.1 The parish has received a donation of 4 vases from the family of Michael Hall who died on 1st March 2023. Keith sent a letter of condolence in March/April.
 - 3.2 The Cathedral have begun using St Petrock's for daily worship and St Pancras' on Wednesday lunchtimes. An invoice is sent every 4 weeks.
4. **Parish Activities:**
 - 4.1 **Pastoral Care:** unminuted
 - 4.2 **Pattern of services:**

Crossing Place leaders: **Sunday 18th June:** Imogen & Betsy; **Sunday 16th July:** Keith; **Sunday 20th August:** Liz Dunbar & Sheila; **Sunday 17th September:** Ian Harvey (Kimbilio); **Sunday 15th October:** Helen;

Sunday 27th August: Chris Bryan to take Holy Communion service in St Olave's
Sunday 24th September: Bob Burn to take service in St Olave's
Claire and Yuezhao to be trained in how to use the AV tablet by Richard
 - 4.3 **Parish Social and Events:**

Barnfield Theatre: Visit to see The Vicar of Dibley on Thursday 8th June. Sheila has purchased the tickets at £17 each.

Hospice Open Gardens: Meeting at Tea Garden at 2.30pm on Sunday 11th June.

Action: Mary to email parish with a gentle reminder of visit

July concerts: Jessica has matched performers with dates for the summer lunchtime series of concerts in St Stephen's. A planning meeting for refreshments to be organised.

Post Meeting Update: John Dobson has produced a poster to advertise the concerts which will be circulated to the parish, added to the Newsletter and sent to St David's church.

Action: Jessica to send Mary details of Phil Bonser and Dorothy Raven's other concerts to be circulated.

Words and Music Charity Concert: Thursday 10th August at 1pm in St Stephen's
Bishop Robert's Farewell service: Sunday 17th September – ticketed choral evensong at 3pm
National Poetry Day: Inner Room event in St Stephen's on Thursday 5th October
Autumn Flea Market: Sunday 19th November
Exeter Carnival: St Stephen's being used as a Stewards Hub on Saturday 25th November
United Service: Sunday 26th November at The Mint Methodist church
 - 4.4 **Meeting with St David's update:**

Revd Nigel Guthrie retires at the end of July. His last Sunday is 30th July with a farewell lunch on Saturday 29th July. The Revd Belinda Speed-Andrews presided at St Michael's, Mount Dinham.

Belinda (Associate Vicar) is leaving at the end of September so that the curate Ash Leighton-Plom will be the only licensed minister. Retired priests will assist. Sheila, Keith and Betsy have another meeting with Nigel and available churchwardens scheduled for Thursday 25th May at Nigel's house. Improving social links will be discussed. Sheila performed in The Three Choirs concert at St David's in April. We can circulate details of Lunch @34 regularly to the parish as this is an open invite to join St David's social group who lunch at Exeter College on a monthly basis.

Action: Mary to send details of our events to Clive Wilson at St David's including Prayer Around the Cross dates, July concerts dates, Bee's Music and Words event and National Poetry Day Inner Room Event.

5. Church Buildings:

5.1 St Stephen's: Disabled access update – this door was found to be functional when Scutum engineer inspected it in April. We now need to regularly test the door so that if it fails to work it can be reported swiftly so an engineer can assess the problem. In the meantime a note needs to be fixed to the door warning visitors that the door can be opened manually but to be accompanied when entering the church.

Action: Mary to compose note and affix to the door asap.

Vintage clothes sellers: Sheila to note if Second Life Fashion donate 25% profit to ECI after their last booking of St Stephen's on Saturday 27th May. The meeting took the decision to not permit any more bookings to this company.

Action: Mary to contact Second Life Fashion with a gentle reminder of their commitment to a donation to ECI.

Action: Mary to update User Guidelines with regard to Jumble Sales in the church.

Quinquennial Inspection: Friday 21st July 2023

Gutters: Andy Thomas cleared the gutters early one morning in April. The PCC would like to ask him to do this on a regular basis for all our churches except St Pancras' which is cleared by the Guildhall maintenance company.

Action: Keith to approach Andy to discuss this.

Toy Cupboard: This is to be kept for storage of important documents and archives.

Action: Toys to be removed from cupboard and given to charity.

Action: Betsy to ask Jim to contact Guardian Security to remove padlock

Action: Keith to check Diocesan website for guidance on which documents need to be kept and for how long.

5.2 St Petrock's:

Solar Panels: Peter Stevenson from the Homelessness Centre will apply for grants and has offered funds for the solar panel project on the roof of the shared space.

Action: Sheila to contact Jeremy Chadburn re: quotes for solar panels.

5.3 St Pancras: Julie continues to keep the church clean and tidy. The Cathedral use the church regularly for worship on Wednesday lunchtimes at 1.15pm while the cathedral undergoes repairs.

5.4 St Olave's:

QI date: Friday 21st July 2023

It is likely that work particularly on one window may be required after this inspection.

Vestments: Contact has been made with Mary Collings Furnishings who are happy to collect our copes, chasubles and altar frontals.

Action: Mary to contact them again to get a date for collection. Sheila to package up remaining items ready for collection.

5.5 St Mary Arches: The latest Chapter Meeting was held in SMA and Sheila noted that it looked really good with a lot of clearance having been accomplished. The parish will have our annual Holy Communion service in SMA on Sunday 30th July.

Buildings Officer: Matt Clayton has been busy with Unlimited Church affairs and not yet addressed this issue.

Action: Keith to email Matt with the offer of some funding to help this process.

6. **Social Media:** Helen is happy to share information re: social events from St David's on our Facebook page and for Mary to share our events with St David's for their New Leaves magazine.

Action: Mary to forward social events to Helen

Action: Helen to advertise Anthony Wilson's poetry book launch on Fb

Sheila reported that a new service 6.30pm at Southernhay church on 1st Sunday of month under the national organisation *Open Table* particularly for LGBTQIA+ is starting on 4 June. As an Inclusive Church we are happy to advertise this through our networks.

7. **Inner Room:** Helen ran her third 'Room at the Well' workshop on Wed 24th May.

Action: Helen to email the parish re: summer events including a fourth 'Room at the Well' workshop, Room2Write, Connecting with Poems, Poetry reading for St Nicholas' Priory, Poems for the Path Ahead and National Poetry Day (October).

8. **Deanery Synod Report:** The previous meeting was in March but minutes have not yet been circulated. Sheila had attended this meeting where the visiting speaker was David Runcorn.

9. **Finance:**

9.1 **End of April 2023 Account:** Sheila reported on the budget which shows £19,289 under 'use of PCC property' as Exeter Safe Space have paid their suggested donation for the entire year. Thank you letters have been received from the recipients of donations given each month by the parish.

Keith has nearly completed all the reports for the meeting of the Trusts. Date to be set in June or July.

Post Meeting Update: The meeting of the Trusts is set for **Thursday 15th June** in St Stephen's Tower Room.

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

10.1 **Safeguarding Report:** Circulated prior to the meeting. Viv reported that a chap sat next to her in St Olave's church during Holy Communion in April. As he had staggered in Viv asked if he was ok and asked him to sit down. He seemed soothed by Bee's music during the service and staggered out.

10.2 **Known offenders:** An assurance was given that should we be approached by a known offender wishing to worship in the parish we would liaise with the Diocesan Safeguarding Adviser who would undertake a risk assessment and create a Safeguarding Agreement.

10.3 **Domestic Abuse training:**

Action: Mary to invite Keith, Celia, Richard and Helen to complete the DA training module at her house asap

10.4 **Dashboard Action Plan:** Approved by the meeting at Level 3 with 77% complete

11. **CTAX/CTCE:** The Maundy Thursday Agape was held at the Mint on 6th April; The Good Friday Worship and Witness was attended by Bee. The United Service is planned for November.

12. **ECCC:** Nothing to report.

13. **CMS link:** Sheila is to make contact with Ruth Sayers.

14. **Correspondence:** The Archdeacon's visitation is to be held in St Matt's on Tuesday 11 July where the Churchwardens are sworn in for the year. Bishop Robert is retiring on **Saturday 30th September**

2023 after 9 years in the role. The Rt Revd Jackie Searle will be Acting Bishop of Exeter pending the appointment of a new bishop.

The Revd Preb Philip Sourbutt (Director of Mission and Ministry) and Revd Cathy Scoffield (PA to Director of Mission and Ministry) are also retiring from their posts in the Diocesan office in June. Jenny Beesley is take on the role of PA to the new appointment of Director of Mission and Ministry, Revd Ian Bussell.

The Archbishop of Canterbury, Justin Welby, is to visit Devon in November 2023.

- 15. A.O.B.** Betsy reported that St Pancras' is to get a new sign as one of the churches in the Network for Small Pilgrim Places.

16. Date and Place of future meetings:

Wednesday 6th September; Wednesday 6th December; Wednesday 6th March 2024

The meeting closed at 4.50pm with a prayer.