

ST PETER'S, TIVERTON

Parochial Church Council

Minutes of the meeting held on Thursday 11 July 2019 at 7 pm in the Tiverton Hotel

Present: Mary Seaton (in the chair), the Revd Robert Gordon, David Catchpole, Gill Heard, Kate Henshall, Rod Hilton, Deborah Lal, Averil Long, David Pope, David Ricks, Vicki Stuckey and William Zarrett.

Apologies: Christopher Burford, Helen Fensome, Jean Jenner, Catherine Makepeace, Jennifer Palmer, Richard Stenlake, Roy Webber and Keith White.

The meeting opened with prayer.

1 Minutes

The minutes of the meeting on 2 May 2019 were approved and signed.

2 Matters arising from the minutes

2.1 *Peache Trustees* (minute 6): DC reported on a conversation with Canon Patrick Whitworth, the outgoing chair of the Peache Trustees. In response to the summary of the PCC's concerns, Canon Whitworth undertook that our letter would be placed on file against the day when the appointment of a new incumbent for St Peter's became necessary. He and one other current Peache Trustee would be serving on the new patronage committee of the Church Pastoral Aid Society as part of a 'phasing in' process. Thereafter it would be a case of requesting that committee to give serious consideration to our concerns (i) that St Peter's should continue to occupy a position of central churchmanship within the Anglican spectrum, and (ii) that the balance of representation of that spectrum within Tiverton as a whole should be preserved and not unduly shifted towards conservative evangelicalism.

2.2 *St Peter's and the Exe Valley Mission Community* (cf. minute 7): DC reported the response of the Revd Steph Jeffs and members of the Exe Valley Wardens' Council to our wish to provide all possible support for her and the life of that community. Taking into account further conversations with RG, she listed a number of ways in which mutual support might take shape: (i) St Peter's Choir might come to lead choral evensong, as happens already at Washfield, and indeed there could be a joint choir event in which members of the Exe Valley churches, where there is no choir, might like to participate. (ii) There could be sermon swap(s). (iii) There could be a magazine swap. (iv) Praying for one another, as has already been initiated at St Peter's. (v) The Exe Valley website could have a place for 'Our Friends at St Peter's', where relevant information could be posted. (vi) There could be a joint Exe Valley/St Peter's trip in 2020/21 involving a coach trip to (possibly) Lindisfarne, stopping at key sites *en route*, e.g. notable cathedrals. DC undertook to write to Steph to thank her for these constructive ideas, which we hope to follow up.

In discussion, the growing collaboration with St Andrew's was welcomed as a parallel development. At St Peter's we are keen to see this mutual support flourishing, and note was taken of the shared activity of the single Mothers' Union branch covering Tiverton as a whole, the uniting of effort in support of Christian Aid, the coordinating of services so that clashes are avoided, and exchanges between RG and the Revd Richard Maudsley. These signs of growth could, we felt, be nourished by commitment in prayer and spiritual support in and between the two churches, comparable to that which we envisage between St Peter's and the Exe Valley churches.

3 The wellbeing of St Peter's

- 3.1 *The resignation of Elizabeth Ricks as lay pastoral assistant:* Elizabeth Ricks's letter of resignation was read to the PCC, who placed on record its gratitude and appreciation for the very varied and devoted pastoral care that she, along with members of the pastoral care group, had exercised over eighteen years. Consideration would be given to a suitable way of expressing our thanks to her, as well as a plan for the future which would be worked out by RG and the members of the pastoral care group. The PCC would be kept informed of proposals of both sorts.
- 3.2 *Purchase of a defibrillator:* A sense that the health crises that had occurred during services made the purchase of a defibrillator a wise plan had led to enquiries being made with the Diocese. It transpires that many churches are currently making this move; that there is no difficulty vis-à-vis our insurance, provided a risk assessment is carried out during the training of volunteers; and that while no faculty is needed, an archdeacon's letter is required prior to installation. It was agreed that we should proceed to make a purchase of this equipment, choosing the best quality available. It was noted that one member of St Peter's had offered to donate a defibrillator. If a wider appeal were issued, it was felt that the sum involved would be raised without difficulty. In effect, therefore, there would be no charge on St Peter's funding.

In discussion the need for trained First Aiders was also agreed. This training is available from St John's Ambulance at the cost of £25 per three-hour session. It was agreed to cover the cost of training for 2 members of the 8.00 congregation, and 4 members (1 per team of sidespersons) of the 10.15 congregation.

4 Safeguarding

CM had reported that there were no new developments for the PCC to consider. It was noted that the PCC had confirmed its position on all safeguarding issues at its meeting on 2 May, and that the website needed to be updated to record this formally.

5 Worship

GH introduced the minutes of the Worship Committee meeting on 26 June.

- 5.1 *New service books (minute 2):* Progress with the production of new service books was reported. In the face of the seemingly very high cost of production by Twyford Photographic, the possibility of an alternative quotation for the cost of printing these booklets was raised.
- 5.2 *Patterns of services (minutes 3 and 4):* some distinctive patterns had been introduced and had been much appreciated. A special pattern of harvest festival service, involving the presentation by local community groups of their work, was being considered by the Committee, responding to suggestions from Julian and John May.
- 5.3 *Christian Aid Week (minute 3):* This had produced an excellent outcome of £1,202,72. Contributing to this total were £150 from St Andrew's and £410 from the Safari Lunch, organized by GH and JP and greatly enjoyed by everyone who participated. Special thanks were offered to them for their generosity and hard work in arranging the lunch.

The PCC endorsed the minutes of the Worship Committee meeting.

6 Fabric

DR presented the minutes of the Fabric Committee meeting on 25 June.

He drew particular attention to progress with the repair of the vestry window, which, it was hoped, would soon be completed. In response to a question about the much-needed renewal of

obsolete and inaccurate external notice boards, he indicated that progress had not yet been achieved but that consultation was taking place with a specialist in these matters.

A number of matters with fabric implications were raised in discussion and passed on for further consideration. (i) Should there be some obvious place other than the floor safe in which visitors might place donations for the work of St Peter's? (ii) Should the currently discussed provision of opportunities for contactless giving be followed up at St Peter's? (iii) Should there be opportunity for visitors to light a candle in memory of someone dear to them, or alternatively a book be provided in which entries might be made? It was noted that this third issue is one that has insurance implications, given the risk of fire from candles, and much would depend on the locating of such provision in a carpet-less area of the church.

The PCC endorsed the minutes of the Fabric Committee meeting.

7 Project Management

DR presented a report on the latest developments in respect of the reordering project.

(i) The architect is making progress with the preparation of a detailed submission to the DAC, with the meeting early in August in mind. (ii) Drawings setting out the detailed changes in the church are now being displayed at the back of the church. (iii) The arrangements for the payments of fees to the architect have been reviewed, the method chosen being payment on an hourly basis for work carried out rather than on the basis of a percentage of the outlay on the project as a whole. (iv) The expectation and hope remains that work will begin early in 2020.

8 Finance

RH introduced the minutes of the meeting of the Finance Committee held on 26 June, and DP gave an update on the current financial situation.

8.1 *Current income and expenditure:* The situation up to the end of May was in line with expectation.

8.2 *Stewardship:* Helen Wakely's stewardship report to the Committee showed that to the end of May there was an improvement of £484 compared with last year. The number of those using the Parish Giving System had also increased, albeit slowly. There was a problem, however, in respect of the boxes of stewardship envelopes that some members of St Peter's prefer to use instead of the PGS: only 8 people would be using this method, and the purchase of such envelopes – the minimum order is for 25 packs – is very expensive.

The recommendation of the Committee was that the use of such envelopes would be discontinued in 2021, and that those who currently use this method be asked to use instead the envelopes in the pews in the general collection (for which gift aid can be collected up to the sum of £8k per year).

At the start of April, a further claim for gift aid had brought in £411. The church benefits from a lot of one-off gift aid envelopes through the floor safe each month and for special services and from funeral donations.

8.3 *Appointment of new treasurer with effect from 1 January 2020:* DP proposed the appointment of Chris Shields as his successor as PCC Treasurer. He has recently taken early retirement from the staff of Lloyds Bank, most recently in the regional office in Taunton.

He had previously acted as St Peter's treasurer during the years 2004-2007, working very satisfactorily in partnership with the then Finance Committee chair, Colin Greensmith. Consultations involving MS, WZ and DP have taken place, covering *inter alia* the computer software that DP has introduced. The outcome is that he is willing to undertake this role as a

'willing volunteer' for an initial period of three years, the expectation being that this period would, all things being equal, be extended.

The PCC agreed gratefully to the proposal that Chris Shields be appointed as treasurer, and that RG, RH, WZ and DP should work out with him the detail of a smooth handover and subsequent procedures.

The PCC endorsed the minutes of the Finance Committee meeting.

9 Deanery Synod

The PCC received from RS a report of the meeting of the Deanery Synod on 6 June.

10 Any other business

The churchwardens and congregations of the Exeter Archdeaconry had received an invitation to attend the collation of the new Archdeacon of Exeter in St Mary's, Ottery St Mary on 25 September. It was felt to be appropriate that St Peter's should be represented.

There being no further business, the meeting closed at 8.10 pm.

Signed:

Date: