

ST PETER'S, TIVERTON

Minutes

of the Parochial Church Council meeting
held via Zoom on Thursday 20 January 2022 at 7.30 pm

Present: Mary Seaton (in the chair), David Catchpole, Emma Down, Joanna Hall-Tomkin, Gill Heard, Kate Henshall, Jean Jenner, Deborah Lal, Averil Long, Catherine Makepeace, Sally Mundy, Jennifer Palmer, David Ricks, Christopher Shields, Richard Stenlake, Vicki Stuckey and William Zarrett.

Apologies: None.

The meeting opened with prayer.

1 Minutes

The minutes of the meeting on 11 November 2021 were approved and signed. There were no matters arising from those minutes.

2 Safeguarding

CM reported that no new safeguarding matters had arisen since the last meeting.

3 Report on the interregnum

3.1 *Various developments:* GH and WZ briefed PCC members on recent issues relating to the interregnum. Work is proceeding with the parish profile, the suggested deadline for the production of which is the end of February. After that the draft will be reviewed by the Archdeacon. The whole atmosphere in which this work is being taken forward is one of great cordiality and mutual support among the three churches, a fact that bodes well for shared activity in the longer term. The two issues that will need to be well understood in advance of final production concern the choice of housing for the new incumbent and any proposed adjustment of parish boundaries.

3.2 *Panoramic view of life after seven months of the vacancy:* MS reviewed the events and developments since the beginning of the interregnum in June 2021, highlighting the many successes that have been achieved by our all working together and also receiving much appreciated help from Diocesan staff and local clergy, whether retired or still in post. The list of advances, demonstrating that the interregnum had been a time of active progress rather than passive waiting, was long, and it was possible to look to the future with gratitude and hope.

4 Worship

GH introduced the minutes of the Worship Committee meeting on 4 January, drawing particular attention to the question of the mode of participation in Holy Communion.

There had been a fairly widespread view that communion in one kind was not entirely satisfactory, being abnormal within the Anglican tradition.

After detailed discussion the PCC decided that subject to consultation with the Health and Safety Adviser, and with effect from 6 February intinction would become the norm, i.e. the priest will personally dip the wafer in the wine before placing it in the hand of the communicant. GH will arrange for a chalice bearer to assist at each service.

The PCC endorsed the minutes of the Worship Committee meeting.

5 Finance

WZ and CS reviewed the overall financial situation and introduced the minutes of the Finance Committee meeting on 6 January and the draft budget for 2022.

5.1 *Review of 2021 (cf. attached summary)*

Income for 2021 had slightly exceeded budget. The actual income over twelve months was £60,895 (the current figure shown is £88,206 minus £27,311 from a Listed Places of Worship VAT claim on re-ordering which will be moved to set against the matching expenditure). The budgeted amount was £58,101 so income is £2,794 over budget. VAT claims related to the reordering have been submitted along with the required Specification of Works, and ca. 95% of the VAT paid is being reimbursed to St Peter's.

Expenditure related to our normal operations came in at £79,358 against the budgeted £95,109, so we underspent by £15,751. Emergency maintenance covered replacement of the central heating controls (not part of re-ordering), purchase of a new security gate to the heating room, and trimming of the trees in the churchyard.

The *overall result* was a loss of £19k, which is bigger than that for 2020. This was largely a result of several maintenance projects being deferred from 2020 and undertaken in 2021.

5.2 *Financial aspects of re-ordering and fabric repairs*

CS reported that six invoices totalling £205k had been paid to the builders for re-ordering so far, and another invoice was expected soon.

5.3 *Budget for 2022*

The proposed budget for the year 2022 was reviewed and adopted.

The minutes of the Finance Committee meeting were endorsed by the PCC.

6 Fabric

DR reported on matters relating to fabric. He observed that a combination of the reordering works and the time of year had resulted in a somewhat restricted works output from the Tuesday group. They were anticipating an extensive spring clean once the contractor had finished the production of stone dust.

- 6.1 *Floodlighting:* We now have three additional floodlights installed as an extension of our existing lighting system with two more still to be fixed. The first two are mounted at roof level on the south/west corner of the church and are linked into the timing system of the existing floodlight on the south wall, so they come on at dusk and have a time switch to turn off. They illuminate that corner of the churchyard. The third new light illuminates the east face of the tower and the clock from roof level. It replaces an old floodlight which had failed – the floodlight had flooded. Two additional lights are yet to be installed on the north/west corner of the church and together these new lights will allow the recording on CCTV of any night time visitors around the back of the church. All the new lights are LED's and their low running cost is small compared to the cost of putting right damage caused by vandals. We hope they may be helping already. Thanks were due to the roof team, especially Derek Long, for all their efforts.
- 6.2 *Heating:* The new heating control system has required a couple of minor adjustments to the settings, much as expected. Hopefully it has now settled down. It is however difficult to gauge the effectiveness of the heating in the church under its temporary leaky state with no draught lobby and holes through the west door.
- 6.3 *Churchyard:* Our churchyard maintenance contractor has undertaken leaf clearance for us this year as manpower and weather conditions prevented us from getting this done.
- 6.4 *Maintenance architect:* Russ Palmer, who looks after our quinquennial inspections and maintenance needs, has given us notice of his retirement. We will require a new quinquennial inspection next year, 2023. We have approached B2 architects who would be very happy to look after us. We are reviewing their fee scales, and will report further at the next PCC meeting.

7 Reordering

DR provided a report on recent developments in the reordering process, to which ED added an update concerning the Newte Library.

- 7.1 *Approval of chair selection:* Members of the PCC have approved *nem con* the choice of the chair named 'Theo', manufactured by Trinity Church Furniture with natural oak finish. This PCC approval is a condition of DAC consent. We still have to decide how many chairs we can afford to purchase.
- 7.2 *Progress with the works:* Good progress has been made since the Christmas break, and the flooring at the west end is complete, with the exception of the north aisle and pointing. Works have started on the flooring of the new baptistry, and when finished this will allow the font to be moved and the west end to be handed back to us. The north aisle area at the back of church, the new servery area, will remain with the contractor while he completes the widening of the archway in the west wall prior to starting the flooring in this area, followed by the servery construction. We will be able to use the remainder of the west end for our services with sufficient space being available for our congregation to be seated on chairs facing east, centred on the nave. This will allow the contractor to start work at the east end.

- 7.3 *Schedule:* We are hoping to complete the main internal works by next Easter, but this will depend to a large extent on what we find under the floor when we remove the pews from the front of the nave. The works to the new meeting room and mezzanine library will almost certainly extend beyond this date. They can be organised separately with their own site access via the north door.

Externally, the new toilet block superstructure is progressing as fast as weather conditions permit. The PCC is invited to walk towards the river on the north side of the church and see the progress being made with the walls and the natural stone facings.

- 7.4 *Newte Library:* ED reported that we have received a conservation report for the oil paintings and a first draft of the report for the Newte Library, which give details on how we can improve the housing of the collection and costs of conservation. Both reports commend the plan to house the library on a mezzanine floor above its current location. The four oil paintings which are part of the Newte Library bequest all require some conservation to stabilise them for public display. A funding application has been submitted to the Church Buildings Council for conservation of the oil paintings. There is a lot of competition for this funding so we are only likely to receive a grant for one of the paintings. There is more funding available from other sources though, so another funding application will be made to the Idlewild Trust. Grant money is also available for the library rehousing from the Church Buildings Council. There is less competition for this funding, so it is likely to be a more substantial grant. There is also the possibility of applying to The National Lottery Heritage Fund for similar grants towards the rehousing of the collection.
- 7.5 *Publicity and public use group:* The PCC appointed a group of its members to develop plans for publicising the developments in the church which will have been made possible by reordering, and to consider how extra effort might be made to welcome those who are currently not members of St Peter's to join in our life as a Christian community. The group would be coordinated by VS and include JH-T, KH, SM, JP, MS and WZ.

8 Any other business

- 8.1 *Review of the bells:* The Bell Advisers to the Guild of Devonshire Ringers have carried out a detailed survey of the condition of the bells, bell-frame and fitting, the report of which is impressively affirmative. They have supplied a list of actions that need to be undertaken in order to maintain quality, and the PCC can expect to return to this matter in the near future.
- 8.2 *Patrons and parish boundaries:* The Exeter Diocesan Mission and Pastoral Committee has written (24 November 2021) to ask whether the PCC would support a proposal to suspend for three years the patrons' right of presentation to the benefice of St Peter's and Chevithorne with Cove. After checking with all PCC members, a written confirmation of our unanimous support was sent on 8 December 2021. A subsequent letter from the Secretary of the Committee (19 January 2022) confirmed that the Bishop had given notice of suspension of presentation to the patrons, the Lord Chancellor on behalf of Her Majesty the Queen and The Peache Charitable Trust (the

sole corporate trustee being the Church Pastoral Aid Society Patronage Trust) on 23 December 2021.

The PCC was informed that this suspension does not preclude the appointment of a priest-in-charge for the benefice.

- 8.3 *The Community Resilience Working Party:* A letter dated 14 September 2021 had been received from Councillor Andy Perris inviting a representative of St Peter's to participate in this working party. The PCC placed on record its support for the work of this group, whose brief was to coordinate local responses to the Covid-19 pandemic, but so far efforts to find a St Peter's representative have not been successful. It was agreed (i) that members of the PCC would consider carefully who might be approached to take on this responsibility, and (ii) that DC would write to Councillor Perris to confirm our wholehearted support for this venture and to apologise for our not having been able as yet to find a representative.
- 8.4 *Office holders:* A replacement for CM as electoral roll officer would be needed as from the date of the APCM on 28 April 2022, and the PCC was glad to learn that Sara Ware was willing to undertake this task.

There being no further business, the meeting closed at 8.45 pm.

Signed:

Date: