

## ST PETER'S, TIVERTON

### Minutes

of the Parochial Church Council meeting  
held via Zoom on Thursday 17 March 2022 at 7.30 pm

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

Apologies: Deborah Lal, Jennifer Palmer, Richard Stenlake and Vicki Stuckey.

The meeting opened with prayer.

#### 1 Minutes

The minutes of the meeting on 20 January 2022 were approved and signed.

#### 2 Matters arising from the minutes

*Community Resilience Working Party* (minute 8.3): No one had volunteered to represent St Peter's on this working party.

#### 3 Safeguarding

CM reported that the search for her successor as safeguarding officer had not yet been successful, but she was contacting one or two possible people.

The PCC thanked her warmly for the excellent way in which she had acted in this role. It is not an easy task, and she has performed it with efficiency and sensitivity, for which we are extremely grateful.

#### 4 The interregnum

GH and WZ reported on progress through the interregnum.

- Thanks were due to all the sidespeople and indeed the congregation as a whole for the warm welcome they had been giving to new people attending services.
- Visiting clergy have been leading services, including the provision of thoughtful sermons, in such a way that we have all been wanting to come to church! Special mention was made of Jane Taylor and Jane Wilson, but the ministry of other clergy beside them has also been greatly appreciated. The PCC once again expressed its gratitude to GH for her effective filling of the rota for visiting clergy.
- The draft parish profile is now with the Archdeacon, and we await comments from him and from the Revd Mike Clark, plus the provision of an Archdeacon's introduction. A meeting for discussion was scheduled for 1 April. The matter was becoming urgent if an appointment in the late summer were to remain feasible.

- It now appears likely that the house in St Andrew's Street, presently occupied by the assistant priest of St Paul's/St George's, will after significant improvement and updating be chosen as the parsonage house for the new incumbent. The house is an attractive possibility, and its setting conducive to appropriate privacy. Consultation with the head of the property services in the Diocese has indicated that once the present occupant has vacated the property, it will be possible for detailed planning to proceed. WZ underlined the importance of moving ahead without delay.

5 The annual parochial church meeting

- 5.1 *Location:* There being good hope that the necessary space in the church would by then be available, it was agreed that the APCM would be held in church on Thursday 28 April at 7.00 pm.
- 5.2 *Electoral roll:* CM observed that notification of the revision of the electoral roll would be posted on Sunday 20 March, with new applications or the adjustment of members' personal data due by Sunday 3 April. Sarah Ware has confirmed her willingness to succeed CM as electoral roll officer.
- 5.3 *PCC membership:* Deborah Lal and Vicki Stuckey have completed three years of membership but are eligible to stand for a further three years if they so wish, and Catherine Makepeace will soon have left Tiverton. So there will be three vacancies to fill.
- 5.4 *Visiting speaker:* Henry Weaver of the Tiverton Christians Against Poverty Job Club had accepted an invitation to speak about its work during the second part of the meeting.

6 Worship

GH introduced the minutes of the Worship Committee meeting on 28 February, drawing attention to the following matters.

- Peter King, formerly director of music at Bath Abbey, will be playing the organ on Sunday 1 May. It was agreed that every effort would be made to ensure that there would be a full choir that day.
- The intinction method of communion was proving preferable and widely acceptable.
- A debt of gratitude was owed to Graham Wilson for his generosity in playing the organ over many months in our time of need. It was agreed that he could not continue indefinitely, and that steps now needed to be taken to advertise for a new Director of Music who, it was hoped, would also become the organist.

The PCC endorsed the minutes of the Worship Committee meeting.

7 Finance

- 7.1 CS reported on the state of the finances and presented the Annual Report and Accounts which had been agreed by Aspen Waite, Accountants.

*Income for the year stood at £89,733 (though this included a £27,311 VAT reclaim on re-ordering expenditure. Expenditure was £384,460, but proceeds from the sale of investments of £236,403 meant we showed a loss overall of £58,324. The expenses figure of course is very much inflated by the re-ordering costs.*

The Church House restricted fund started 2021 at £706,983 and ended the year at £512,357.

General funds (unrestricted) started 2021 at £842,155 and ended at £980,057.

The Annual Report and Accounts were adopted by the PCC and signed off by MS as vice-chair of the PCC.

- 7.2 WZ presented the minutes of the meeting of the Finance Committee on 3 March. He reported that the expenditure incurred by reordering would be significantly affected by what was discovered when the floor at the east end of the nave was excavated. If the cost of work turned out to be higher than the PCC's authorised expenditure it might be necessary for a further sum to be authorised over and above the agreed figure of £675k but not to exceed the total of the Church House Funds.

The PCC endorsed the minutes of the Finance Committee meeting.

## 8 Funds for external causes

- 8.1 *Ukraine:* JH-T proposed that support should be given to the citizens of Ukraine and the many thousands of refugees, with their needs being kept very much in mind in our services. It was noted that recent sermons had given intense coverage to Ukraine and the issues raised by the conflict. After discussion of the varied ways in which we might provide practical help, it was decided to highlight the option of giving to the Disasters Emergencies Appeal by means of a collection in church.
- 8.2 *Christian Aid:* It was noted that Christian Aid Week this year would be 15-21 May. As previously, envelopes would be distributed on 15 May and collected a week later.

## 9 Fabric

DR introduced the minutes of the meeting of the Fabric Committee on 1 March. He drew attention to the list of fabric projects which remained to be completed, and the considerable number of tasks that would need to be undertaken as the reordering process reached completion.

The PCC endorsed the minutes of the Fabric Committee meeting.

## 10 Reordering

DR reported on the latest development in the reordering process.

- 10.1 *The west end of the church:* A meeting with the architect and the contractor was scheduled for 22 March with a view to our taking possession of the west end of the

church (except for the north aisle) for our use for services while the east end works are undertaken. The font would still be in its present location but there is ample space for about 100 chairs to be set out facing east for services. DR noted that his only concern is one of insurances, with the responsibility for the font remaining with the contractor, but he was confident that a form of words could be found to cover this.

- 10.2 *Baptistry:* The flooring of the new baptistry is now some 6 weeks late (according to the programme which envisaged an Easter completion). This is due to the delayed procurement of the limestone curbs for the raised area. The stones are now on site, but they were cut when very wet and they do not appear to be in accordance with the approved sample. We are allowing them to dry back, hopefully to their proper colour, and we hope the architect will allow the work to proceed when he visits on 22 March. The flooring should not take long, and the font may then be moved to its final location.
- 10.3 *The east end of the church:* Our moving to the west end allows the removal of the 4 rows of pews at the east and the archaeology beneath the pew platforms to be confirmed. (We have found worthy homes for 6 of the 8 pews.) From our experience at the west end, what is found below the floor may require changes to the design and lead to extra costs. The implications of any changes may determine if we are able to afford to do the works to the meeting room and library mezzanine, within the budget.
- 10.4 *The toilet block:* The new widened door opening to the toilets in the west wall is now complete. The superstructure to the new extension and its internal partition walls are now sufficiently advanced for the roof structure to be commenced very soon.
- 10.5 *Conservation and Collections Care Audit of the Newte Library:* The final version of this report, written by Victoria Stevens ACR, and submitted to ED, had now been received. Those who had read it indicated how impressed they were with its content, which should bring a detailed professional perspective to the discussion of the future of the Library. ED was thanked for the work she had done in bringing this about, and also congratulated on the acceptance of the paper entitled 'For nothing is hidden except to be made manifest: revealing the Newte Parish Library', which she and Victoria Stevens had submitted for the Twentieth Warwick University Symposium on Parish Research on 7 May.

## 11 Any other business

*Provisional dates for future PCC meetings:*  
 2022: 12 May, 14 July, 8 September, 10 November.  
 2023: 19 January, 16 March, 11 May.

There being no further business, the meeting closed at 8.32 pm.

Signed:

Date: