

Parochial Church Council for the Parish of St David with St Michael and All Angels Exeter

Minutes of the meeting of the PCC for the parish of St David with St Michael and All Angels Exeter that was held at St Michael's Church on Wednesday 13th July 2016

Attendance:	Chris Heaven	Roger Beer
	Lizzy Hewitt	Charlotte Townsend
	Avril Pattinson	George Hexter
	Bill Pattinson	Hilary Todd
	Keith Postlethwaite	Fr Christopher Durrant (Chair)
	David Allin	Stephanie Aplin
	Richard Barnes	Adrian Hewitt

	The meeting began with an opening act of worship.	
1.	Apologies for Absence Rev Canon Tom Honey; Sam Wellbelove; Mary Kirkland; Sarah Black; Hilary Frances	
2.	Declarations of interest There were none.	
3.	Minutes of the Meeting on 4th May 2016 Avril Pattinson proposed that the Minutes be accepted as a true record; Roger Beer seconded; the meeting approved the minutes	Minutes attached
4.	Matters Arising from the Minutes There were none that did not appear on the agenda	
5.	PCC membership – proposed co-optio n of Mrs Elizabeth Hughes (St Michael's) Chris Heaven reminded the meeting that St Michael's was entitled to an additional PCC member and explained that Mrs Elizabeth Hughes has volunteered to serve. Chris asked that she be co-opted to the PCC until the next APCM when she would formally stand for election. Stephanie Aplin proposed that Elizabeth Hughes be co-opted; Adrian Hewitt seconded; the meeting agreed to the co-option. The PCC thanked Mrs Hughes for volunteering to serve on the committee.	
6.	The Parish Magazine Bill Pattinson provided an update from the working group (Richard Barnes, Stephanie Aplin, Sue Holden, Bill Pattinson, Ashley Potter). The directory at the front of the magazine has been updated. The group has agreed to include a welcome page in the magazine and will seek more community input. The next edition will contain a questionnaire designed to obtain feedback from current readers. Bill has approached Anne Fatcher to write a piece about her forthcoming ordination. She has agreed, subject to receiving the agreement of her current incumbent. Consideration was given to making the production more sophisticated (eg through use of colour and the addition of a contents page) and less	

	<p>demanding (eg publishing the magazine on a two month cycle). However, simplicity was valued and a monthly schedule was preferred as it matched the schedules of regularly-used sources such as Parish Pump, so the group decided to leave these things unchanged.</p> <p>Parish Pump is currently used to provide valuable content such as dates of note, a children's page and a crossword. This costs £40/month. Ashley is happy to continue to pay for this. The PCC recorded its thanks.</p> <p>It was suggested that we might approach advertisers to see if they would like copies of the magazine for their own use and if they would like to contribute articles to it.</p> <p>Strategic decisions about the future of the magazine will be taken after the questionnaires have been returned. The group expects the magazine to evolve rather than to change abruptly.</p> <p>The PCC noted that the sources of some articles are not acknowledged and it was agreed that all sources should be acknowledged in future.</p> <p>Bill reported that there was now an email address to which copy should be sent: newleavesnews@gmail.com This will be announced in the next issue.</p> <p>It was noted that some articles are currently repeated in subsequent issues. Bill explained that this was because there are always new readers of the magazine.</p> <p>The group will work on making links between the magazine and our other communications media, and will consider asking Ashley to write an article about the production of the magazine.</p> <p>The date of the next meeting of the group is to be decided.</p>	
7.	<p>Finance Report from St David's</p> <p>Barbara Allin had provided a written report which was summarized by Dave Allin. He explained that the situation had not changed significantly since the last report. Planned giving did not meet our commitments to the Parish Share but the deficit was made up from the plate and some rental income.</p> <p>There was considerable uncertainty in the accounts because of the Transformation Project</p> <p>We will need to review giving once the project is complete and will remind people of the issues that St David's Committee have discussed (including the value of a new stewardship campaign)</p>	Report attached
8.	<p>Finance Report from St Michael's</p> <p>Adrian Hewitt reported that St Michael's DCC were to meet on the following day and that the Finance Report would be discussed in detail at that meeting.</p> <p>St Michael's are struggling with day to day running of the church though there is a significant reserve from which funds will need to draw in the near future.</p> <p>Adrian had just paid £6000 towards the Parish Share but St Michael's were still behind with these payments. It is clear that funds will need to be withdrawn from a savings account with the Diocese and a decision will then be needed about whether to use these funds for the Parish Share contribution or for other ongoing costs.</p> <p>Rainwater Goods Project: We have funds to meet the first bills which will arrive in September. A £25000 donation has been received which will contribute towards the decoration costs.</p> <p>Wreford's Close has been sold and £220014 have been transferred to St David's in accordance with previous agreements. Questions were raised about how any remaining income (including the accrued rental income) should be divided between the churches. In the absence of minutes from previous meetings and of other documents relevant to resolving this</p>	

	question, and because the item had not been proposed to the Chair in advance as required and no written proposal had been presented or arguments made, the meeting decided to delay discussion until the next PCC meeting. The Chair requested Adrian produce a detailed written proposal for consideration at that meeting.	
9.	Fabric Report from St David's Dave Allin summarized the report which had been previously circulated. The unexpected archeology, the design of the West end arches, the discovery of an unmapped vault under the access path and the unexpected design of the foundations had resulted in 10 weeks of delay. Our quantity surveyor has been very effective in minimizing the additional costs that result from these delays and changes. However, it is not yet clear that we can do all the things we want to do, although we can do all the repairs.	Report attached
10.	Fabric Report from St Michael's Richard Parker was not able to be present and there was no written report but George Hexter informed the meeting that there have been no changes since the last report. Richard Barnes noted that he has one further form to complete in connection with the organ project but all grant funds have been received and the project has been successfully completed. Tom Honey, Christopher Durrant and Chris Heaven are currently approaching CBS in the hope that they might agree to contribute to the cost of repair/decoration of the chapel. Richard Parker has subsequently provided a report summarizing what he had reported to St Michael's Committee. This is attached for information.	Related report attached
11.	Safeguarding Report Mary Kirkland was not able to attend the meeting but will provide a formal report. The review meeting with Tom had been very positive. Mary will continue to keep in regular contact with both churches. Safeguarding concerns should be discussed with Mary, Tom, or the churchwardens.	Delayed report attached
12.	Health and Safety Report Dave Allin had circulated a text which has now been customized for St David's. Dave will send a copy for customization by St Michael's. Stephanie Aplin asked about H&S requirements for food preparation. Dave assured the meeting that what is required is reflection on our practice (including our hygiene practices and our knowledge of ingredients in the food we provide) recording that reflection and making any changes that this reflection suggests. Health and Safety will be on the forthcoming St Michael's DCC meeting agenda.	Report attached
13.	Date of next meeting The next meeting is Wednesday November 9 th at St David's at 7.30pm	
14.	Any Other Business Items to be raised under AOB are to be given to the Chair 48 hours before the meeting, with supporting papers if necessary.	
15.	Confidentiality The meeting agreed that all items could be contained in the public record	
Closing Prayer		
The meeting closed at 20.40		

Keith Postlethwaite 8th August 2016
PCC Secretary