

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

DRAFT minutes of the PCC meeting for the parish of St David with St Michael and All Angels Exeter HELD BY ZOOM on **Thursday 24 September 2020 at 7:30pm**. The meeting opened with prayer. **Chair: The Revd Nigel Guthrie**. Those present: Barbara Allin, Dave Allin, Stephanie Aplin, Richard Barnes, Sarah Black, Howard Friend, Glynis Harflett, Jonathan Johns, Richard Johnson, Bill Pattison, The Revd Belinda Speed-Andrews, Charlotte Townsend, Helena Walker (minutes), Ann Watts, Clive Wilson, Sue Wilson

Agenda

1.	Apologies for absence: Amy Down, Paula Lewis, Ashley Leighton Plom, Emma White;	
2.	Declarations of interest: none	
3.	Minutes of the PCC meeting on Thursday 30 January 2020: agreed	
4.	Matters arising from the minutes: from AOB - the bishop's Joy Dinner did not go ahead. Monies paid have been refunded. Donna at the Esther Community will be presented with a certificate from the bishop instead. The Esther Community were delighted with our harvest gifts to them.	
5.	Confidentiality: To agree any items that should not be contained in the public record - none noted.	
6.	Correspondence received: APCM and electoral roll information was received from the diocese.	Helena Walker
7.	<ul style="list-style-type: none"> • Treasurer's report and presentation of the accounts for the financial year ending 31 December 2019: Investments performed well. Improvements in cash-handling and other financial matters at St M's were praised. St D's marketing for internal and external events has been good. A reduction in the contribution to the parish share has been negotiated (30% St D and 20% St M). Fund contributions may be renegotiated at the year end. Giving has remained steady despite the closure of the churches during the Covid-19 pandemic. The main problem is the lack of lettings in both churches. We cannot host big events yet. • resolution approving the accounts and delegating authority to the standing committee to deal with any final changes proposed by the examiner or otherwise arising from the finalisation of the accounts, also giving authority to the standing committee for filing the accounts <p>The PCC approved the accounts as they stand and agreed the requested delegated authorities to the standing committee. NG gave particular thanks to Jonathan for his work on the accounts.</p> <ul style="list-style-type: none"> • Insurance An offer of cheaper insurance is being explored. To effect this we will need to tighten up banking and electronic payments (JJ is working on this with the bank but it is a slow process). We also need to be making good progress on our roof repairs. BA confirmed that our insurance is due now so we may not get everything in place to take advantage of the improved offer. Delegated authority was given to JJ, BA and NG to further this. 	Jonathan Johns
8.	Update to include the three PCC ZOOM consultations held since	Nigel Guthrie

the last meeting in January, staffing, pastoral matters, current worship arrangements, proposal for afternoon service.

Zoom Consultations:

10 June 2020 - on opening the churches for private prayer
Risk Assessments were completed and each church was opened for an hour a week.

7 July 2020 - on opening the churches for public worship. Notes attached. Risk Assessments completed as circulated. Worship resumed in both churches on the week of 15th July with one weekday Communion and one Sunday service in each church. Track and Trace records are being made of attendance at both churches and the records will be destroyed after 21 days in accordance with Data Protection regulations.

2 September 2020 - on conditions for letting out the churches to limited community groups. The risk assessment which has been circulated encapsulates the decisions of that meeting and several groups plan to return over the next few weeks.

I would like to pay tribute to our Church and Chapel Wardens and to every one who has helped put Covid compliant arrangements in place. I have been pleased that so many people have felt confident to return to church, while being very mindful of those who are not able to at the moment.

Staffing:

Alison Whiting successfully completed her curacy after three and half years with us. A farewell was held at St David's on Sunday 30 August, appreciation was expressed for Alison's ministry here and a cheque and flowers were presented. Alison moved her ministry to St Thomas, Exeter.

Belinda Speed-Andrews will be continuing her curacy with us for the time being and she has been leading a much appreciated online group as well as giving input to our online and physical services.

Ash Leighton Plom was licensed as lay worker here on 1 July 2020 and was ordained deacon on Sunday 13th September. He was welcomed to the parish online and then in person as stipendiary curate and we look forward to his ministry with us.

Deborah Leighton Plom expressed a willingness to take over the role of Parish Administrator from Mary Keaney who wishes to stand down. Mary Keaney had done a lot to help us with the administration of Safeguarding in the Parish and she handed over to Deborah in July. Deborah has also taken on the bookings from Jane Bellamy at St Michael's and working with Mary Quest at St David's. Deborah is now collecting the Risk Assessments for groups wishing to book the churches.

Pastoral Matters:

I would like to recognise the dedication and care that has been shown by members of our churches and ministry team in keeping in touch with the vast majority of our regular worshippers. Many phone calls have helped to support people who were feeling

isolated and I very much appreciate all those who have been involved. I would also like to say how much we, and churches everywhere, are missing the opportunities to gather after the services for refreshments and other social times but sadly this is likely to continue for some months and this is part of the sacrifice which our communities have been called upon to make.

Unfortunately it has been impossible to run the Thursday Soup Kitchen at St David's since lockdown due to the severe physical constraints of the space. It is still possible that we might be asked to provide packed meals on a Tuesday evening for those being accommodated in the Great Western Hotel. St Petrock's have a funding bid in place which might pay for this. I feel that we should help if we possibly can.

I continued with online assemblies at St David's and St Wilfred's schools during lockdown and Ash and I have now started to take assemblies in school again, albeit only for part of each school at a time.

Current Worship Arrangements:

Since the middle of July we have offered one Sunday service and one midweek service in each church. I have also conducted two baptisms under Covid-19 regulations and they have gone well. One Godparent made his vows via Facetime from Canada, which is possibly a first in the parish!

We have also continued to stream the St David's Sunday Service and the St Michael's Wednesday Mass. There are practical reasons for choosing these services. But our live streaming is currently done from the personal mobile phones of the clergy which has some drawbacks. We have already made some investigations into the costs and complexities of a more professional streaming set up and Dave Allin has put in a bid for funds to pay for a St David's streaming and AV equipment. But Ash and Deborah have also started to look into other sources of funding so this is something I hope we will be able to progress over the autumn.

Proposal for afternoon service:

As you may have seen from Ash's proposal he would like to set up a Sunday afternoon informal service at St David's with the particular intention of making links with school families and other local families. He has considerable experience of this from his long training placement at Alphington. All he is hoping for at the moment is agreement in principle to develop this as a way of extending our appeal and mission. So any comments or offers of interest or support would be welcome.

In discussion of the above it was suggested that we might live-stream significant services. Feedback on recorded services has been positive. The clergy team is working to make the live services more accessible. The PCC supported the idea of the afternoon services, but staffing these from within the congregation might prove challenging.

<p>for St Michael's and that most of the things we had anticipated happening have not happened. That being said, we have achieved some significant improvements in the building.</p> <p>Just before lockdown, when services had been suspended, it seemed the ideal opportunity to proceed with the redecoration of the choir vestry, since neither the vestry nor the lady chapel would be in use for an indefinite period. With this in mind the vestry was emptied of its contents, the scaffolding erected and on the 23 March, Mr Ottery began the task of scraping off and patching up the plaster on the east wall, which was spalling badly and was potentially dangerous. Unfortunately, after a single day's work, Mr Ottery received a letter from the Authorities confining him to barracks for at least six weeks and works had to stop. For the entire summer, then, things remained in limbo. Works were finally completed in the early part of August and since then the furnishings have been gradually returning to their places as and when willing bodies were available to assist. Paula will probably confirm that the works have now been paid for and for what sum. I think the room looks very fine and will look all the better when it is filled, once more, with choir activity.</p> <p>During the summer, as advised by the Cambridge Camden/Ecclesiological Society and our architects, those of the windows at high and low level which are still operable were opened and left open to ensure good ventilation throughout the season. Unfortunately not many windows were operable - only about four out of a total of fourteen in the nave and transepts - and at some point we need to invest in new cables and hooks for each window. It may be necessary to renew all of the cables at the same time. This is nerve-racking work involving scaffolds or high ladders and it might be wise to pay the steeple jacks to come and cost this up and do the deed for us.</p> <p>It is nearly time for the steeple jacks to undertake their bi-annual survey of the roofs and gutters at a high level. A number of slipped slates need securing with tingles following storm damage last winter.</p> <p>I am unable to comment on the situation regarding the external drains on the south side; however my understanding is that there is a blockage under land belonging to the Free Cottage Trust under the roadway lying just to the south of the south transept. This is causing all of our 'lateral drains' on the south side of the nave to back up with standing water. Since these drains were serviced only recently during the rainwater goods project I can only suppose that heavy traffic during the refurbishment of the free cottages has caused a collapse of the sewer under the private roadway belonging to the Free Cottage Trust, preventing or drains from functioning. Our pipes are classed as 'lateral drains' since they pass from our land onto someone else's land and thence to the public drains in Dinham Road. My understanding is that the blockage is the responsibility of South West Water, as outlined in the attached text from South West Water included below.</p> <p>The sound system has also been installed and perhaps someone</p>	<p>prepared by Richard Parker)</p>
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	<p>else would like to report on this. How it is functioning I cannot say. All I am aware of is that the hearing loop function does not appear to extend into the chancel. On the whole it looks very discreet and I am delighted that this too, has been completed under such very difficult circumstances. Richard Parker</p> <p>SA also reported that the lighting is now very good - with thanks to DA. The matter of the ladder is still not resolved. The architect will be asked to look at this along with the disabled access, but this must all be in hold for the present. A notice will be placed to say that the ladder may not be used, and the matter will be taken up again with the architect and the steeplejack.</p>	
13.	<p>Regular item - Safeguarding: There is now an online Safeguarding Dashboard which helps us to know if we are up to date with our Safeguarding procedures. We need, as a PCC, to appoint an editor and Deborah Leighton Plom is willing to take this on as part of her duties as administrator. The PCC agreed this. The Parish Safeguarding Group met on 18 September and report that the role descriptions have now been completed and folders will be placed in church when it is safe to do so.</p>	
14.	<p>Regular item - Health and safety: For the ladder at St M see above 12. The St D review is needed, but we are in a good place for such a review.</p>	Church wardens
15.	<p>To set a date for the APCM in the last week in October: Agreed that this should be Tuesday 27 October at St David's. Facility to join by ZOOM will be offered. To set a date for the first meeting of the new PCC in November: Agreed ZOOM meeting 25 November 2020 7:30pm.</p>	
16.	<p>Any Other Business: Items to be raised under AOB should be given to the Chair 48 hours before the meeting, with supporting papers if relevant - No AOB was notified</p>	

The meeting closed at 9pm with prayer