

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

Minutes for the Annual Meeting for the parish of St David with St Michael and All Angels Exeter held in St David's Church on 27 October 2020 at 7:30pm. The meeting this year was to be held by the end of October rather than the end of April due to the Covid-19 pandemic. There was also ZOOM access to this meeting available via a link sent to all parishioners with the agenda.

Those present in the room: Mary Quest, Glynis Harflett, Sue Wilson, John Darch, The Revd Ashley Leighton Plom, Barry Mather, David Cannon, Dave Allin, Margaret Roberts, Stephanie Aplin, Chris Aplin, Sarah Black, Geoff Crockett, John Sampson, Mollie Curry, Ann Watts, Robert Mitchell, Tina Guthrie, Emma White, Richard Parker, Helena Walker (minutes), The Revd Nigel Guthrie (chair)

Those present by ZOOM: Amy Down, Avril Pattinson, Bill Pattinson, Charlotte Townsend, Keith Postlethwaite, Hilary Beer, Roger Beer, Clive Wilson, Helen Friend, Howard Friend (Helen and Howard left the meeting at 8pm), Jonathan Johns, Susan Mitchell, David James, Ruth James, Hilary Francis (left the meeting at 8:05pm)

Apologies: Monica Darch, Elizabeth Hughes, Richard Barnes, David Loram, Paula Lewis

Annual Meeting of Parishioners		Notes:
20/1	<p>Election of two Churchwardens Under the Churchwardens Measure 2001 the Annual Meeting of Parishioners consists of a joint meeting between a) persons whose names are on the church electoral roll of the parish; and b) persons resident in the parish whose names are entered on a register of local government electors by reason of such residence.</p> <p>NG gave thanks to Emma White and Glynis Harflett during a particularly difficult (Covid-19) year.</p> <p>Emma White was proposed by Charlotte Townsend and seconded by Richard Featherstone. Glynis Harflett was proposed by Geoff Crockett and seconded by Caroline Speed-Andrews. Both Emma and Glynis were duly elected.</p>	
Annual Parochial Church Meeting		
20/1	<p>Minutes of the last Annual Meeting of Parishioners and Annual Parochial Church Meeting held on 11 April 2019</p> <ul style="list-style-type: none"> • Confirmation of the Minutes • Matters arising <p>The minutes were agreed. There were no matters arising. NG thanked HW for the preparation of the meeting paperwork and the management of the ZOOM.</p>	
20/2	<p>Clergy Report</p> <p>NG gave his report (attached).</p>	Nigel Guthrie
20/3	<p>Election of Deputy Churchwardens to serve as Chapel Wardens of St Michael's</p> <p>Stephanie Aplin was proposed by Richard Parker and seconded by Oliver Nicholson. Stephanie was duly elected.</p>	
20/4	<p>Electoral Roll Report</p> <p>SW gave her report (attached). NG thanked SW for her work in its preparation.</p>	Sue Wilson

20/5	Report and Financial Statements for the year ending 31 December 2019 JJ gave thanks to Paula Lewis, Barbara Allin, Geoff Crockett and Simpkins Edwards. He gave a narrative to support the accounts for the financial year ending 31 December but the ZOOM connection was too poor to record the detail. The accounts were received as presented and agreed by all present. There being no questions in respect of the accounts, NG thanked JJ for all of his work supporting all financial aspects of parish management.	Jonathan Johns
20/6	Social and Fabric Reports These were accepted as given (attached).	
20/7	Elections to the Christianity Deanery Synod Stephanie Aplin was proposed by Helena Walker and seconded by Chris Aplin. Richard Barnes was proposed by John Darch and seconded by Stephanie Aplin. Stephanie and Richard were duly elected.	
20/8	Elections to the Parochial Church Council: <ul style="list-style-type: none"> • St Michael's 1 vacancy • St David's 7 vacancies Richard Parker (St M) was proposed by John Darch and seconded by Oliver Nicholson. Richard Johnson (St D) was proposed by Matthew Glover and seconded by Sue Wilson. Helena Walker (St D) was proposed by Iris Sutton and seconded by Mollie Curry. Clive Wilson (St D) was proposed by Paul Adams and seconded by Mary Quest. Sue Wilson (St D) was proposed by Paul Adams and seconded by Mary Quest. All were duly elected.	
20/9	Appointment of an independent examiner of the accounts JJ (parish treasurer) proposed the appointment of John Coombes of Simpkins Edwards. This proposal was duly accepted by the meeting.	
20/10	Confirmation of Readers to be PCC members Bill Pattison having confirmed that he no longer wished to sit on the PCC, Howard Friend and Charlotte Townsend were duly confirmed to be PPC members by the meeting.	
20/11	Questions concerning parochial church matters There were none. The meeting closed with prayer at 8:15pm.	

- ✓ Churchwardens need to complete training C0, C1 and C2. The safeguarding officer can provide dates for training days, but C0 is available to complete on line.
- ✓ C0 is required of each PCC member.
- ✓ At least 3 people on the PCC should have a DBS check - the churchwardens and one other.
- ✓ PCC members should sign a declaration form when appointed.
- ✓ It is recommended that a job description be available for any post in church, references are taken up, an interview is conducted and DBS check made if necessary before the person takes up the post.