

**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 at St Michael's Church on 20 April 2023 at 7:30pm.

Those present: The Revd Preb Nigel Guthrie (Chair); Helena Walker (Minutes). Also present were Samantha Wellbelove, Susan Veitch, Hilary Wigmore, Mike Gillan, Gina Redman, Oliver Nicholson, Jonathan Johns, Laura Casimir, Richard Parker, Glynis Harflett, Belinda Speed-Andrews, Geoff Crockett, Tasha Goldsworth, Paula Lewis, Margaret Cartwright, Ian Cartwright, Maff Glover, John Sampson, Ash Leighton Plom, Richard Johnson, Steph Hills, Robert Mitchell, Hilary Todd, Roger Beer, Charlotte Townsend, Mary Kirkland, Kim Nettleton-Croley, Barry Mather, Peter Allsop, Jane Bellamy, Penny McDonald, Anthony Pugh, Stephanie Aplin, Christopher Aplin, Sarah Black, David Cannon, Clive Wilson, Susan Wilson, Alice Francis, Howard Friend, Helen Friend, David James, Maggie Draper.

Apologies offered: Barbara Allin, Dave Allin, Paula Lawford, Jeremy Lawford, Gerald Wilson, Nigel Walsh, George Dillistone, Bill Pattinson, Avril Pattinson, Susan Mitchell, Ruth James.

Annual Meeting of Parishioners		Notes:
23/1	<p>Election of two Churchwardens</p> <p>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>The meeting opened with a reading from Romans Chapter 12 and prayer.</p> <p>NG: "I would like to thank our Churchwarden Glynis Harflett. Glynis has served very faithfully for five years as our Churchwarden. She has shared with us in joyful and difficult times and has helped to guide our parish through the Covid pandemic, though the changes and adjustments required to keep us safe; through our recovery from the pandemic and through important decisions about ministry here. These years have flown past but they have been full, demanding and often very rewarding. Glynis has generously shared her time, wisdom, good humour and insight into the human condition. I have very much appreciated her good counsel and kindness and all that she has contributed through the Pastoral Group, the Green Team and the Social Committee. Glynis, I know that you will be a great strength to those who follow on from you but I say from us all a huge thank you to you for your faithful and joyful service as Churchwarden."</p> <p>For churchwarden:</p> <p>Robert Mitchell was proposed by Susan Wilson and seconded by Maggie Draper.</p> <p>Hilary Todd was proposed by Sarah Rimmington and seconded by Charlotte Townsend.</p> <p>Both Robert and Hilary were duly elected without contest.</p> <p>The Annual Meeting of Parishioners was closed.</p>	
Annual Parochial Church Meeting		
23/1	Minutes of the last Annual Meeting of Parishioners and Annual Parochial Church Meeting held on 28 April 2022	

	<p>(Unconfirmed minutes circulated electronically in advance; a few paper copies available today)</p> <p>Paula Lewis was not recorded as present in the minutes for the meeting on 28/04/2022 but she affirms that she was there. The minutes for that meeting were duly altered and the record of the meeting otherwise stands.</p>	
23/2	<p>Vicar's report by Prebendary Nigel Guthrie:</p> <p>This is my sixth Annual Parish Meeting with you and I come to it with gratitude for all the worship and care that has been offered in our churches and community over the past year. In his work with us Canon Mike Williams encouraged us to celebrate all the good things we share together and I would like to focus on those today.</p> <p>Ministry Team</p> <p>The parish continues to be an important place for ordinands to experience ministry and to launch those who are newly ordained. In the past year we welcomed Shaun Tipton on placement from Sidmouth.</p> <p>I would like to thank Ash and Belinda for their ministry here.</p> <p>As curate Ash Leighton Plom has continued to develop his priestly ministry over the past year looking for opportunities to reach out beyond our regular congregations. He has continued to lead our Sunday afternoon service 'Thrive' with the help of a small team and this provides an informal and alternative experience of worship and teaching from our morning eucharistic services. He has also continued a monthly prayer group for the work of YMCA and contributed to the Christian Union meetings at Exeter College. Ash has also taken the lead in a breakfast drop-in with school parents at St Michael's and has also run an after-school club at St David's on Wednesdays as well as leading assemblies and playing his part in preaching and celebrating at our two churches. He is due to be signed off in the next few months and will then be able to look for his next appointment, but he could stay until June 2024.</p> <p>As Associate Minister Belinda Speed-Andrews has continued to contribute to our parish life by preaching and leading worship and small groups. She does this as a self-supporting minister alongside her full-time role as administrator with the South West Ministry Training Course. Belinda also led a project to explore how we can expand our work and witness further and deeper into our local community and our discussions focused on priorities including prayer, community links and music. Although Belinda was not able to continue developing this we hope that some community garden areas might still be possible within the churchyard.</p> <p>I would also like to thank our licensed Lay Minister Charlotte Townsend and our Lay Ministers with permission to officiate, Howard Friend, Bill Pattinson and Ian Cartwright for their ministry with us and for the inspiration and encouragement they bring. Howard will be finishing his licensed ministry with us at the end of April and I would like to thank him not only for his lively and engaging preaching, but also for the lead he has taken in pastoral care at St David's which made a huge difference during the pandemic.</p> <p>We also benefit greatly from the ministry of our retired and visiting clergy including Prebendary David James, Dr Jonathan Draper, Fr David Gunn Johnson, Fr Dominic Cyrus and Fr Nigel Mason who have led worship in our</p>	Nigel Guthrie

churches. I would like to express our thanks to them all for generously offering their ministry here.

Safeguarding

Our Parish Safeguarding Group met regularly during 2022. Mary Kirkland continues to serve as our Safeguarding Officer and she is supported in the group by Charlotte Townsend, by Paula Lewis representing St Michael's, by me and by our parish administrator. Deborah served in the role of safeguarding administrator until last summer and I would like to acknowledge her great work in helping us to get established using the Safeguarding Dashboard and keeping the PCC up to speed with our Safeguarding responsibilities. Then in the autumn Georgie Morton took over the role and brings recent experience of Safeguarding Administration from a Primary School setting. She is currently reviewing the lists of those who need Safeguarding Training and DBS checks and follows up with reminders. We recently held a positive meeting with our group leaders to keep them in the loop with Safeguarding developments. I would like to thank the whole Safeguarding team and to encourage all of us to keep Safeguarding in the forefront of our thoughts in church life.

Finance

On behalf of the PCC I would like to thank everyone who has contributed regularly to our church funds and those who have made more occasional donations. Your generosity makes the ministry here possible and enables us to open our churches for worship and community use. It has been very encouraging to see the community use of our churches growing back again last year both for regular bookings and for concerts to which they are so well suited. Financially and ethically we must continue to encourage use of our buildings. To enhance them for use by community groups must remain a priority.

I would like to thank our treasurers, Barbara Allin, Geoff Crockett, Paula Lewis and Jonathan Johns for their hard work on our behalf in keeping our accounts in good order and managing those unseen pieces of work like VAT and Gift Aid claims that all contribute to our financial viability. Also, our sincere thanks go to Ian Cartwright who has looked after our investments.

Celebrating Together

It has been great to have opportunities for celebration during the year and our fête in June, our Green Event at St David's and the Heritage weekend at St Michael's were excellent occasions which took a lot of hard work to put on but were greatly enjoyed. I would like to thank those who regularly serve refreshments after our services and provide such good occasions for conversation and friendship. We continued with our monthly Men's Breakfast and more Parish Lunches at the College. Thank you, again, to the St David's Social Committee for their hard work in coordinating and staging some great events.

It was great to get our Tuesday café at St David's launched and it continues to grow steadily. We often welcome people who are being cared. Community police officers sometimes drop by, and excess food from the co-op is sometimes given away. Georgie Morton, our administrator is often around for part of the morning and it is a good time to catch her.

Prayer and Worship

We have continued to live-stream the 9.30am St David's Sunday service and 4pm Thrive and Richard Parker has streamed Vespers from St Michael's at 6pm on Tuesday and Thursday evenings on our Facebook pages. We also continue to offer a Tuesday morning prayer on Zoom.

Our Sunday congregations have remained fairly steady, and we usually welcome between 60 and 75 communicants at St David's and between 20 and 30 at St Michael's. A number of students have been worshipping regularly at both churches. The 10.30am Thursday Communion also continues to be appreciated with 12-15 communicants including several who find the service more accessible than Sunday worship.

Music continues to play a central role in worship at both churches. Nigel Walsh has continued to do lead the choir at St David's, with Robert and Susan Mitchell coordinating our monthly orchestra. At St Michael's Natasha Goldsworth continues to encourage the choir and to adapt the choir offering depending on resources. I would like to express our thanks to the servers and musicians of both our churches for their faithful service and adaptability. I would also like to express our appreciation for those who clean our churches and provide lovely flowers to enhance our worship. Huge thanks to the St David's bellringers who offer not only top-class ringing, but also a home to student ringers and to special events like the National Youth Contest.

Pastoral Care and Outreach

St David's Pastoral Group continues to meet in person and to provide contact, especially for those confined to home with the What'sApp group remaining as a forum for prayers requests. Thank you to those who have helped to keep in touch and support others at both of our churches.

A small team have continued to provide Thursday packed teas for those living in the half-way housing at the Crescent. Mary Quest, with Phil and Moira Dale and Mary Kirkland have faithfully made and delivered these meals each week on our behalf funded by money from the PCC given for the Soup Evening.

Thank you also to Helena Walker who has recently started leading Wednesday Morning Walks and these have been appreciated, combining exercise and company.

A regular Fairtrade Stall was run at St David's Church and the Foodbank collection point at St Michael's also continued in use during the year.

Wider Ministry

Thank you to those who have served as members of the PCC and as committee members and especially our church officers who do so much behind the scenes to enable our life and worship together. I would especially like to thank our PCC secretary, Helena Walker, for her work, not least in preparing the papers for this meeting. Helena is standing down having served as PCC Secretary for five years and has been a tower of strength in organizing our meetings and ensuring that we have all the right papers. Helena, you will be greatly in that role and I thank you on behalf of the PCC and wider parish for your service.

Mary Quest continues to exercise a ministry of welcome to groups using St David's Church as well as keeping an eye out for illegal activity around the church and liaising with our local police officers. It has been great to have the church open again and I'm grateful to Mary Quest and Helena Walker for their assistance with this. Recently Jeremy Lawford, William Finnigan and Nigel Walsh have produced a new guide book which I'm sure will be appreciated by locals and visitors alike.

St David's "Green Team" is guiding the progress towards accreditation under the Eco-Church scheme. And it's great to see the fruit trees flourishing in the churchyard, as part of our efforts to improve the environment around St David's Church. The collection of waste paper for recycling continues at St Michael's and a number of people from the local community contribute to this.

Ash and I have continued to work closely with St David's School. Mrs Fran Brimicombe, the former head teacher moved on to a role with the Academy Trust last summer and we welcomed Mrs Alison Bourne with a special service in the autumn. We lead weekly assemblies in St Michael's Church for St David's School and fortnightly assemblies at St Wilfred's School plus termly services for them in St David's Church.

Our Parish Magazine, New Leaves, has continued to be a significant mode of communication and I would like to thank Clive Wilson and Bill Pattison for their work editing the magazine and to our contributors and distributors. Bill has let me know that he would like to stand down from the editorial team in the summer, having been involved since 2016, so we will be looking for someone to work on that from September.

I have continued to produce a weekly notice sheet which goes out by email to about 150 people. We have decided not to return to paper notice sheets at St David's Church at least for the time being. Oliver Nicholson produced a weekly pew sheet for St Michael's until half way through the year but no one has yet taken that on. I would like to express our appreciation to Oliver who is greatly missed at St Michael's. I would also express our thanks to Graham Lerwill in the print shop at Exeter College who makes such a fantastic job of our printing.

As I mentioned earlier Deborah Leighton Plom finished as our administrator in the early autumn as she began her ministerial training. She had brought the bookings together for our two churches and Georgie Morton who has taken the post on has been looking after bookings and updating the church websites. I would like to thank them both for their service to the parish.

Personal

I should report that I have continued to serve as a Foundation Governor of St David's School, a Trustee of St Wilfred's Educational Trust, a Trustee of the Mount Dinham Housing Trust and as Bishop's Representative on the Anglican Chaplaincy Management Group at the University. I also continued as a journal tutor for the South West Ministry Training Course working with one student annually. I finished my work as an Assistant Director of Ordinands last May when my final candidate was recommended for training. I also coordinated the music and worship for the Diocesan Clergy Conference last July. As Chaplain to the Queen I preached at St James' last May and led the commendation prayers at the thanksgiving service following the death of Her Majesty at Exeter Cathedral in September.

	<p>Tina and I have been discussing the right time to retire from full- time teaching and ministry for a while and at the end of last year we completed the purchase of a retirement house and decided that we should finish this year. I continue to enjoy a great deal of my ministry but I am also very aware that this parish needs fresh and firm leadership if it is to fulfil its full potential. I would like to express my sincere gratitude to everyone who has been so personally supportive here and to those who have been wonderful colleagues and friends. I am looking forward to a new voluntary ministry in retirement as well as a little more time for music, friends and travel. But I thank God for the immense privilege of serving as an ordained minister for 35 years and I thank you for accepting my ministry here.</p> <p>Future Patterns of Ministry</p> <p>The discussion and decisions of the past year have been painful for some, but they have also underlined the need for us to take advice when appropriate and Alison Stock, our Diocesan Registrar has been most helpful to us. It became clear last year that the previous arrangements for ministry here were not well founded. So, the decision of the PCC in January of this year to affirm the ministry of ordained women in both of our churches was a necessary step before we could move on as a parish. This will now be the basis on which future clergy appointments are made here.</p> <p>This is very significant because there is a need for a parish within Exeter with a tradition of liturgical worship and an open and enquiring approach to faith both to be a place of worship and also a setting for training of ministers. Our parish is now in a position to offer to both male and female ordinands an opportunity to be trained in a parish of varied traditions and exciting opportunities. I hope and pray that this will be the case.</p> <p>No doubt the parish priorities will be honed and expressed by others in the months to come, but our priorities of worship and prayer, of social involvement, of music, of inclusivity and environmental awareness and action make a strong agenda.</p> <p>I know that the Archdeacon of Exeter and the Bishop of Crediton are actively pursuing the possibilities for appointing an interim minister and my hope is that this will help our parish to make a good and positive transition to a new incumbency in due course.</p> <p>But, before that we have an opportunity over the next few months to look work together to promote good, honest and kind relations within our churches and between them.</p> <p>I will be leaving soon but you will remain in my prayers and I would encourage you to look with hope for the new possibilities which God is always opening up before us.</p>	
23/3	<p>Electoral Roll Report:</p> <ul style="list-style-type: none"> • The number of electors on the roll, as prepared for the Annual Parochial Church Meeting is 142 (compared with 150 last year). • 108 of these normally worship at St David’s, (compared with 114 last year), and 34 at St. Michael’s (36). • Four new people joined at St. David’s and two at St Michael’s. Sadly, two people had to be removed from the roll as they had died. Another 	Susan Wilson

	<p>twelve were removed as they had moved away or no longer worshipped at our churches.</p> <ul style="list-style-type: none"> The percentage of those who live within the parish is 33.8% (36). The figures for St. David's are 39.8% (40.4) resident in the parish, and for St. Michael's 14.7% (22.2). The information, which is stored on a password protected computer, is as given on the application form, with the addition of the area in which each person lives, and the church at which she or he normally worships. A nominal roll is on display at the back of each church. Copies are available to church officials on request for appropriate use. A privacy statement concerning the use of the information provided is posted at the back of both churches and on both websites. I am very grateful to all those, the Ministerial Team, wardens and other PCC members, who have helped me compile this roll, and I particularly thank Paula Lewis at St. Michael's whose help makes my job so much easier. <i>Susan Wilson, Electoral Roll Officer</i> 	
23/4	<p>Report and Financial Statements for the year ending 31 December 2022</p> <p>The annual accounts were circulated prior to the meeting. They will be posted in each church along with the individual accounts for each church. JJ thanked Paula Lewis, Barbara Allin and Geoff Crockett for their diligent service for the two churches.</p> <p>The overall deficit is caused by a decline in the value of the investments. Both churches recorded financial surpluses but these were wiped out by the decline in investments. Income from lettings is good. JJ thanked all for their planned and other giving. A grant was received from the government to help with energy costs but we have also lowered the thermostat temperatures through the winter to save money. Next year it will be a challenge to raise more monies through events.</p> <p>Quinquennial surveys are due for both churches this year which will help with planning. The St David's organ also needs a substantial amount of work. In the accounts JJ has set out a budget for inevitable future expenditure. For the backlog of repair and other works St Michael's may need to dip into investments namely the Valpy French fund (this will be subject to PCC approval).</p> <p>Payments of the parish share has nearly been caught up.</p> <p>NG thanked JJ for his dedication to ensuring that the accounts are a true record and for his financial planning.</p>	Jonathan Johns
23/5	<p>Social and Fabric Reports (reports circulated electronically in advance; a few paper copies available today).</p> <p>Stephanie Aplin noted that the Churchwarden's report linked bountiful table and coffee and that they were not one and the same thing.</p>	Nigel Guthrie
23/6	<p>Elections to the Christianity Deanery Synod</p> <ul style="list-style-type: none"> 3 vacancies <p>Nomination forms were received as follows: Mary Kirkland proposed by Carol Burrows and seconded by Paula Lawford Susan Wilson proposed by Mary Quest and seconded by Jenny Baker Clive Wilson proposed by Jenny Baker and seconded by Mary Quest</p>	

	<p>Barry Mather proposed by Richard Parker and seconded by Kim Nettleton Croley (it was determined that Barry is ineligible for election at this time).</p> <p>There being no other contest Susan Wilson, Mary Kirkland and Clive Wilson were duly elected.</p>	
23/7	<p>Elections to the Parochial Church Council:</p> <ul style="list-style-type: none"> St Michael's 3 vacancies <p>Paula Lewis was proposed by William Finnigan and seconded by George Hexter Laura Casimir was proposed by Anthony Pugh and seconded by Richard Parker Natasha Goldsworth was proposed by Paula Lewis and seconded by Connie Cannon Richard Parker was proposed by Penny McDonald and seconded by Anthony Pugh</p> <p>There being just three vacancies a ballot was held, the count effected by The Revd Belinda Speed-Andrews and The Revd Ash Leighton Plom. Paula Lewis, Richard Parker and Laura Casimir were duly elected.</p> <ul style="list-style-type: none"> St David's 6 vacancies <p>Stephanie Hills was proposed by Matthew Glover and seconded by Robert Mitchell Alice Francis was proposed by Helena Walker and seconded by Sarah Rimmington Glynis Harflett was proposed by David Allin and seconded by Geoffrey Crockett Matthew Glover was proposed by Robert Mitchell and seconded by Sarah Rimmingtom Barbara Allin was proposed by Robert Mitchell and seconded by Helena Walker Roger Beer was proposed by Lawrence Sail and seconded by Susan Wilson.</p> <p>There being no other contest the above six named were duly elected.</p>	
23/8	<p>Expression of wish for St Michael's chapel wardens (deputy wardens)</p> <p>There was some discussion around how this might be effected as it is not in the gift of the APCM but rather of the PCC. Robert Mitchell (churchwarden elect, see above) asked the three St Michael's members above elected if they would be willing to be part of the warden's team and they agreed that they would.</p>	
23/9	<p>Appointment of an independent examiner of the accounts</p> <p>JJ proposed that this remain with John Coombs at Simpkins Edwards even though he is due to retire in the year. This was agreed by the meeting.</p> <p>NB NG declared an interest being a personal friend of a partner at Simpkins Edwards.</p>	
23/10	<p>Confirmation of Readers to be PCC members</p> <p>The meeting agreed that Charlotte Townsend would maintain her ex-officio place on the PCC.</p>	
23/11	<p>Questions concerning parochial church matter</p>	

	There being none NG thanked all who have agreed to sit on the PCC in the coming year. He also gave thanks to all who attended this evening. The meeting closed with The Grace at 20:49	
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- ✓ 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.