

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

Minutes of the PCC for the parish of St David with St Michael and All Angels Exeter held on 25th July 2024 at St David's church.

Present: Chair- Dave Allin (DA), Richard Parker (RP), Roger Beer (RB), Barbara Allin (BA), Maff Glover (MG), Alice Francis (AF), Robert Mitchell (RM), Hilary Todd (HT), Laura Casimir (LC), Maggie Draper (MD) Shaun Smith (SS) Glynis Harflett,

	<p>Apologies for absence Sarah Black (SB) , Helena Walker (HW) Paula Lewis (PL), Jonathan Johns (JJ), Steph Hills (SH) Charlotte Townsend (CT), Mary Kirkland (MK)</p>
	<p>The meeting opened with prayer,</p>
1	<p>Declaration of Interests None declared</p>
2	<p>Confidentiality: No items</p>
3	<p>Minutes of the PCC meeting of May 2024 With following minor amendments these were corrected and approved.(GH and HT)</p> <p>Ash – will continue in due course with a Licence under Seal for work across the Diocese. He was heartily congratulated on his new job.</p> <p>Note 6. Minutes and the note about accounts. Ours are examined only, not audited –</p> <p>Note 13.Fabric – St D – Floodlights were put in 1989, and have now reached their end of life. Need to move to LED.</p> <p>RP asked for ALP new address as St Michael's have gifts to hand to him : address supplied</p>
4	<p>Matters Arising from the Minutes</p> <p>Discussion that both churches needed a Fire Officer and a Health and Safety Officer. LC asked if there was any training / induction and or role description to support recruitment. Ecclesiastical Insurance website may have some good material , and GH and HT had previously attended Dioscean training, the PP for which HT to forward to MD [subsequently done].</p> <p>Church Building Council Report - MD will send the full email regarding the evidence required for Church Building Council report as agreed to LC/RP.</p> <p>Actions:</p> <ul style="list-style-type: none"> • GH to approach David Canon • DA to search for outstanding risk assessments and send them to MD to see if we can build a whole library of risk assessments.[GH had done a set for activities, one held in each kitchen]

	<ul style="list-style-type: none"> • <i>MD to share with LC any documents/ training around role that we have available</i> • <i>MD to forward Church Building Council Report to LC and RP</i>
5	<p>Progress on Transition Arrangements</p> <p>RM introduced and welcomed MC to the meeting and hoped that the PCC would support and welcome his appointment as our part-time, Interim Vicar. MC introduced himself and his work and there were discussions about his role. The intention is 2 Sundays/month and 1-2 days equivalent per week for 2 years max and it is hoped he could help with a new vision for the future. It was identified that we needed further legal and financial advice from Diocesan Officers about what and when the transitional arrangements come into place and what is covered by them. These meetings will need to be set up asap and MC will be part of these.</p> <p>The current date of September 2025 for St Michael's to become a full parish was disappointing for the PCC. MC will be legally incumbent for both churches but with a curate-in-charge at St M's during the CD. AB would be talking with clergy next week about the arrangements.</p> <p>Unanimous approval and welcome to MC as our transitional minister.</p> <p>DA raised concerns about the status of the current charity and how and when it would be split. Some of the answers given so far have been around church law but we also need to consider charity law, for example how do we gain a new charity number or do we need two new numbers etc? It was agreed that specific questions needed to be raised with Diocesan officers.</p> <p>It was further agreed that MD's draft transitional planning document should be circulated to the PCC.</p> <p>Social Committee would be pleased to welcome MC – decided that it should be low key – perhaps after first Sunday at St David's (22/9) with some cake! Date to be checked</p> <p>Actions:</p> <ul style="list-style-type: none"> • <i>MC and Churchwardens will digest information supplied on the day of the PCC meeting by Archdeacon and from that, will list questions for Diocesan officers</i> • <i>MD to circulate draft transition document</i> • <i>Date of 22/9 to be checked and social committee to confirm arrangements</i>
6	<p>Wardens Report</p> <p>Report circulated prior to meeting and received. Discussion about the need for Stewarding at Concerts as a help to St D's Verger, which we had explored previously but a stumbling block had been the possible requirement by the insurers to have a member of St David's or St Michael's be in this role. Discussion that this might be a good paid role for a chaplaincy student (eg free tickets + £50) (via Hannah Alderson) or an approach should be made to the congregation. As insurance is due for renewal this term could also be reviewed.</p>

	<p>Actions :</p> <ul style="list-style-type: none"> • <i>Check insurance options for evening stewarding role</i> • <i>Dependent on outcome - approach congregation or student re fulfilling this role</i> • <i>Identify who to action</i> <p>Feedback from Laura and Richard regarding St Michael's : Bill Warner has died - and funeral to be on 6/8 at 11am with everyone welcome Charles Cooper is to be ordained deacon in September There is a plan for a recruitment drive for servers.</p> <p>An informal meeting has taken place re volunteering, with a skills audit for different roles planned and there was a good expression of interest, including practical help eg Mount Dinham residents helping with gardens. They had also met with Archdeacon Andrew. There is a Heritage Open Day plan in place for September</p>
7	<p>Recruitment of Parish Administrator This has been advertised and we have received five enquiries. The closing date is the 5th August</p>
8	<p>Safeguarding Report Safeguarding report has been downloaded from Diocesan Portal and shows many actions outstanding. This is partly due to it not having been updated since approximately March and this updating should give us a better idea regarding compliance. A report needs to come to the PCC in September regarding outstanding actions. MD to work with CT and MK to update data over the next few months and look at how it should be split going forward. LC was reminded St M's would need a verifier and a safeguarding officer.</p>
9	<p>Standing Items</p> <p>Finance Report – Accounts are currently with the examiner and will be shared with PCC when available followed by an APCM to receive them.</p> <p>Fabric Report St David's : DA reported that St David's slowly working through outstanding items. RB has put hazard paint on the organ loft stairs and intended to do the parish room steps next. St Michael's : LC reported that the EICR inspection had taken place. RP reported that he had met the Blacksmith regarding the baffles and the tower. Need to speak further to PL regarding this and check the architect's plans.</p> <p>LC raised concerns that the Quinquennial Inspection (QI) report was outstanding and overdue by some time, and it is critical that St Michael's understand what the outstanding issues are.</p> <p><i>Action: DA agreed to contact Jeremy Chadburn and chase the QIs for both churches, now urgently needed especially by St M's.</i></p>

10	<p>Items agreed by Standing Committee and reported to PCC £100 for pastoral care training (5 members going from St D's. GH to give LC details) £55 for external hard drive £25 for key safe</p>
11	<p>AOB – None notified prior to the meeting</p> <p>Announcement by RP of Mass at Tuckers Hall , Fore Street after procession from St Michael's on the Feast of the Assumption (15/8 at 7.30pm) to be led by Father Gunn-Johnson. All welcome to come.</p>
12	<p>Dates of next PCC meeting – Discussion about St Michael's members might attend as final business/finishing meeting – to be confirmed. Discussion around dates and agreed to continue with the following dates of meetings at St David' .</p> <p>Tuesday September 24th Thursday November 14th</p>

The meeting closed with Prayer