

**The Minutes of a Meeting of the Minster PCC**

**Held in the South Transept of the Church following a celebration of Holy Communion in the Quire**

**Monday, 18th July 2022, at 7-15pm**

Present were :- Rev’d Canon Jonathan Baker, Jane Chipperton, Meg Choules, Paul Collins, Rachel Collins, Eric Doyle, Catherine Drake, Jane Ewbank, Sandra King, Rod McPhee, Sarah Merrell, Naomie Merriweather, Hugh Meyer, Marjorie Neaum, Dawn Pollard, Richard Powell, Jerome Robertson, Sue Robson, Joyce Shaw, Marian Snowden, Rev’d Wendy Wale and Kevin Wheeldon. (22)

**In attendance :-** Tim Carlisle as Treasurer, Ian Merryweather as Safeguarding Officer, Martin Doolan and John Edmund, representing “Hope into Action”, Rob Watt, to speak to item 8f on the agenda, and Martin Eldred as Clerk

**42/22 Apologies were received from :-** Kate Powell, Andrew Hancock and Mike Dent

**43/22 Conflict of Interest Declarations** : Sarah Merrell married to Ben Merrell, Youth Minister

**44/22 Hope into Action** : The meeting then moved to a presentation by John Edmund, of St Mary’s and Martin Doolan of the Minster about Hope into Action, a Churches Together, Beverley, project. The Vicar gave details of the Service Level Agreement he will sign on behalf of Churches Together with the Minster as the lead church. There were questions seeking clarification from Martin and John. **It was proposed by Sarah Merrell and seconded by Marjorie Neaum that the Vicar sign the SLA. There were 18 votes in favour with 3 abstentions. (22)**

Martin and John were thanked most warmly for their presentation and the valuable work it represented.

**45/22 Car Park Progress Report** : Rob Watt spoke to the report, previously circulated, that he had prepared for the meeting explaining the background to the scheme and the practicalities of how it would work.

There were many points raised by Council Members which sought to question the viability of a Pay Car Park. During these discussions it was pointed out that (i) the PCC had agreed a detailed exemptions policy in 2021 (ii) this was a means of raising money without which the work and mission of the Minster was in serious jeopardy (iii) the Minster’s outgoings far exceed its income (iv) the principle of a “Charging Car Park” had already been agreed by the PCC (v) the Minster would have full control as to how the car park operated and (vi) initially the commitment is for three years only.

**It was proposed by Meg Choules and seconded by Rod McPhee that Rob Watt proceed with negotiations with “Parking Eye”. There were 16 votes in favour, 5 votes against and 1 abstention (22)**

Rob was thanked for all his work behind the scenes, for his report and for responding to the many questions and queries.

**46/22 Minutes of 20th April 2022** : These were approved. Matters arising were substantive agenda items.

**47/22 Minutes of 24th May** : These were approved. As matters arising (i) Rod McPhee was appointed Vice / Lay Chair (ii) the Treasurer reported that he had yet to resolve the question of a Legacies Officer.

**48/22 Reports**

1. **Safeguarding** : This was deferred to the next meeting as the Safeguarding Officer had left the meeting because of another commitment.
2. **Vision Strategy** : Derek Kirby was thanked for his report. Mention was made of Work-stream N as there is to be a meeting around this on Thursday 28th July at 1-30 in the Peter Harrison Room. In response to a question it was pointed out that Home Groups come within Work-stream C.
3. **Finances :**

* The Treasurer explained the revisions that had taken place in the Financial Statement for the year ended 311-12-2021. It was proposed by Sue Robson and seconded by Dawn Pollard that the Financial Statement be signed off and registered with The Charity Commissioners. This was unanimously approved.
* The Treasurer also explained how the Finance Committee had unanimously approved that Garbutt-Elliott/AZETS should be appointed as the Independent Examiner for this year. This will provide continuity and enable us to refer to 2021 if required. **It was proposed by Sue Robson and seconded by Paul Collins that the PCC endorse this resolution of the Finance Committee. This was unanimously agreed.**
* The treasurer then spoke about the Minster’s Freewill Offering. As a result of occasional cash flow pressures, it had been decided by the treasurer to pause the Parish Share payment. To date in this financial year 3 payments of £5,416.67 have been paid in April, May and June. It was explained that this should be approved by the PCC on the basis that this can and will be changed once we are clear on our financial position. This was approved unanimously by the Finance Committee. **It was proposed by Sandra King and seconded by Rachel Collins that the PCC endorse this decision of the Finance Committee. There were 21 votes in favour and 1 abstention (22)**
* The Treasurer reported that at the moment the finance committee is working hard “drilling down” into Restricted and Designated funds.

Tim, as treasurer, and all the members of the Finance Committee were thanked warmly for their hard – and often very complicated – work.

1. **The Minster Shop** : It was reported that in the first half of 2022 the Shop had made cash donations to the Minster PCC totalling £7,500. Jane, as manager, and the team of volunteers were thanked most sincerely for all their hard work as ambassadors for the Minster.
2. **Faculty update** : Dawn Pollard referred to her report previously circulated, adding that some necessary work had been identified on the clappers of the Minster bells. Approval was given for this to progress. Dawn also informed the meeting of the on-going review of the condition of the Highgate steps.
3. **Car Park** : - - see above

**49/22 Ready Access to the Minster** : \_ deferred to next meeting

**50/22 Committee Structures** and **51/22 Vacancies arising from PCC Members retiring :** It was felt these items should await the results of the meeting referred to in 48/22 (b) above.

**52/22 Exhibitions in the Minster** : Two documents were presented to Council; one The Terms and Conditions for the use of Beverley Minster (Exhibitions), the other “A Review of Art Exhibitions in the Minster”.

The second of these documents proposed the use of the arcading along the North Nave Aisle as exhibition space as the space previously used – the North Transept – now houses the Sanctuary Exhibition.

A point of order was raised (JS) that this should be a matter for the Enterprise Committee. The Chair ruled that decisions of the Enterprise Committee would have to be ratified by the PCC thus it was entirely appropriate to present it here. It was then objected to on the grounds that it interfered with public worship space. The Chair ruled that if it was felt to have liturgical implications then it would be an agenda item at the next meeting of the PCC.

**53/22 Vicar’s update :** The Vicar spoke briefly about the huge success of the recent Flower Festival. It was reported that it had generated over £7,000. The PCC recorded its thanks and also its congratulations to Kevin Hara – as the “presiding genius” – and to the many dozens of people who had helped in so many ways.

**54/22 Approval of Chalice Assistants** : The PCC approved the following as Chalice Assistants, enabling them to administer Home Communions, Helena Anderson, Sarah Johnson, Louise McPhee, Deena Sharples, Sarah Spules and Ian Merryweather. The PCC also endorsed the licensing of Sarah as a Recognised Pastoral Assistant (RPA).

**AOB**

**55/22 : The Enterprise Committee** requested that Libby and / or Lauren be licensed for the sale of alcohol; this to enhance the Minster’s ability to generate income when hired for functions. This was approved.

**56/22 :** Dawn Pollard asked for approval for St. Peter’s Woodmansey to send £200 to CSU. Woodmansey to provide the money but to be channelled through Minster Finances. Approval given.

**57/22 : Date of next meeting is Monday, 19th September 2022.**

The meeting closed with the Grace at 10-00pm

**Approval** . . . . . . . . . . . . . .  **Dated** . . . . . . . . . . . . . .