

The Minutes of a meeting of the Minster PCC

Held 20th November, 2023 at 7-45pm in the Peter Harrison Room

Present were :- Rev'd Canon Jonathan Baker, Chris Chipperton, Jane Chipperton, Meg Choules, Paul Collins, Mike Dent, Eric Doyle, Catherine Drake, Sandra King, Rod McPhee, Hugh Meyer, Dawn Pollard, Sue Robson, Joyce Shaw and Marian Snowden (15)

Also present were :- Pippa Milner, as Parish Accountant, Anna Knowles and Martin Eldred, as Clerk

Rod McPhee, in the Chair, welcomed all those present and the Vicar offered a prayer.

100/23 Apologies were received from :- Patricia Brunt, Jane Ewbank, Andrew Hancock, Sandra Keating, Marjorie Neaum, Kate Powell and Charlie Shefford (7)

101/23 Possible conflict of interests :- none other than those recorded in the register

102/23 Minutes of the meeting held 18th September 2023 were approved and duly signed by the Chair as an accurate record of that meeting.

103/23 Matters arising :

(A) Mission Priest – A candidate had been offered the post, accepted and then given back-word

(B) Treasurer – A candidate has met with the Vicar and with Tim Carlisle but has yet to meet with the Parish Accountant before they will be in a position to take up the role.

(C) Director of Operations – A job specification and an advertisement are in place. DP informed the meeting that, at a cost of £500, S&D Recruitment would take on the task of selection, against the Minster's criteria, and produce a short list of candidates for interview.

Proposed by CC and seconded by MD that S&D Recruitment be asked to proceed – Unanimously agreed

(D) Worship Band – no significant progress to report

(E) Car Park – The pothole has been filled

On the question of ownership: Most arrears of rent have been paid to The Old Fund. The original lease from OF to PCC cannot be found. A new agreement is required if the PCC is to be in a position to agree a contract with a parking company. Solicitors, Rollits are ready to act in this matter at a cost of £1,500.00 plus VAT. The feeling of the meeting was that this cost estimate was too expensive. Other estimates to be sought . **NO RESOLUTION ACTION JB**

(F) Bells – The work approved, in principle, at the last PCC meeting has now increased, as detailed in a paper prepared by the Tower Captain / Steeple Keeper and forwarded to the PCC by Chair of the Friends of Beverley Minster.

It was proposed by JC and seconded by SR that the PCC give conditional approval to the work detailed in the paper once ratified by the Capital Work Board- Unanimously agreed

(G) Gaia and Eco Fare – there is to be a debriefing following this major event

(H) Paper on Times and Places – The paper, ruled out of order, that ED wished to present at the last meeting : the Chair acknowledged that the paper could have been presented if, in a vote, 75% of the meeting had been content and apologised for not giving the opportunity for such a vote.

104/23 Finance : The Parish Accountant spoke to her finance report. Amongst the areas covered were :- Direct giving, Planned giving, Increase in lettings, Income as a result of Gaia and the Freewill Offer. There was some discussion around the new e-giving terminals. The Parish Accountant was content that there would be a surplus at the year end. The Parish Accountant was thanked for all her hard work.

105/23 Vision Strategy – DK's report was received. The Vicar observed that of late there had been no big strides forward and that there was a need for Vision Strategy MkII, concentrating on less well developed areas. The Chair observed that in the relatively short life of the Vision Strategy great progress has been made in certain areas and these should be celebrated.

106/23 Safeguarding - The message from the Safeguarding Officer was received .

ACTION The Chair, **RMc**, will liaise with the Safeguarding Officer to establish what training has been done and by whom. Most importantly establish what further training is needed for each member of the PCC.

107/23 Premises –

The safety of the bell turret on the Parish Hall is a cause of concern.

There was discussion of JC's photographs of the roof

The heating boiler is to be inspected

The Chair enlarged on his Parish Hall Paper – previously circulated – a result of discussions with Simon Quartermaine.

- It is established that the Vicar remains the sole trustee.
- The only contentious question is who would receive the proceeds were the Parish Hall to be sold.
- The Local Authority should be approached to establish whether it would claim any proceeds from a sale
- The Charity Commission should be approached to modify /regularise the terms of the Trust, enabling the building to continue in use as a parish hall

ACTION It was proposed JC and seconded MD that Womble Bond Dickinson (Solicitors) be approached for the costs in drawing up a new Deed of Trust. This was unanimously agreed **RMcP**

ACTION Immediate remedial work to the Parish Hall – it was agreed that the Vicar, PC and the Parish Accountant coordinate the immediate work to the Parish Hall roof.

108/23 Deanery Synod : There is to be a pan-deanery monthly event for youngsters – from Yr 6 upwards – starting 8th December “The Tribe” will have no limit on numbers.

109/23 Vicar’s Report and Reflection – The Vicar reflected on Matthew Ch 9 - When he saw the crowds, he had compassion on them, because they were harassed and helpless, like sheep without a shepherd. ³⁷ Then he said to his disciples, “The harvest is plentiful but the workers are few. ³⁸ Ask the Lord of the harvest, therefore, to send out workers into his harvest field.”

The Vicar encouraged prayer which prompted some discussion. Comment was made on the recent confirmation service, house groups and the prayer group. Plans for courses and groups for 2024 were mentioned.

110/23 Anna and Cathy Children’s Work – Anna Knowles spoke to her report – previously circulated – and talked further about - - - -

- Being a Community Connections Project
- Work with schools
- Started with Lottery Heritage Funding
- Target youngsters and harder to reach communities
- Ben looks after the RE Ann and Cathy concentrate on the heritage aspect
- Reaching out to “harder to reach elements” meshes with the Vision Strategy
- Impact on finances through the very popular workshops – stone carving, wood carving, gilding, lace making etc
- They contributed to the Eco Fair
- Not known what will happen after May

Anna was thanked for her presentation and her hard work along with Cathy.

111/23 Enterprise : CC added to his report – previously circulated –

- G4 generated £3,500
- The next two months is expected to generate over £50,000
- The Christmas tree festival will be bigger than ever
- The increases in letting charges have been kept to 3% except in the case of Exhibitions where the increase is greater. There are no increases for Parish Hall and Peter Harrison Room.

The meeting approved the revised charges as recommended by the Finance Committee

112/23 External Giving – DP explained her paper – previously circulated-

It was proposed MCh and seconded PC that the external giving proposals be approved with the addition of a £200 contribution to the Simeon Trust (The Minster’s Patrons) Unanimously approved

113/23 Two Churches : One Town – TC’s paper was noted

114/23 The faculty Update was noted

115/23 Shop Report was received. It was noted that sales generated by Gaia had still to work through the system

116/23 Staffing –

Director of Operations see above

Recommended the appointment of an additional Assistant Virger for 18 hours per week,

Proposed MD and seconded SK that this proposal be approved - - Unanimously approved

It was noted that from January 2024 the real living wage will increase

It was recommended that £1,200 be spent on a Health and Safety Audit which will include a plan, quick wins and some training - Proposed CC, seconded ED and agreed unanimously that this is actioned, the £1,200 to be paid out of 2024's budget.

117/23 Old Fund - The report was noted. It was observed that the Old Fund has recently received two substantial bequests

118/23 The Church at Woodmansey – The report was noted and DP was thanked for all her hard work

119/23 – Electoral Roll – remains unchanged at 295

120/23 – AOB

- **Simeon Trust** see above
- PCC members were urged to make it known abroad that there is a vacancy for a Foundation **Governor at Minster CE Primary** and also at **Woodmansey CE Primary**.
- **Hexham** – It was reported that the choir visit to Hexham had been a huge success and thanks were expressed to the Director of Music and to the Chair of the Friends of Beverley Minster for their hard work.
- **Parish Weekend** – It was noted with delight that all the places are now taken

The meeting closed with The Grace at 9-40pm

Date of next meeting 15th January 2024

Approved

Dated