

The Minutes of a Meeting of the Minster PCC

Held in Saint Katherine's Chapel

Monday 18th September 2023, commencing at 7-30

(The meeting was booked to be in the Peter Harrison Room but the room was in use by the Brownies who understood they had use of the room until 7-45pm)

Present were :- Rev'd Canon Jonathan Baker, Patricia Brunt, Chris Chipperton, Jane Chipperton, Meg Choules, Paul Collins, Mike Dent, Eric Doyle, Catherine Drake, Jane Ewbank, Sandra Keating, Sandra King, Rod McPhee, Marjorie Neaum, Dawn Pollard, Sue Robson, Joyce Shaw, Charlie Shefford and Kevin Wheeldon (19)

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

Rod McPhee, in the Chair, welcomed all those present especially Patricia Brunt, newly co-opted to the PCC, and the Vicar offered a prayer.

80/23 Apologies were received from :- Andrew Hancock, Hugh Meyer and Marian Snowden (3)

81/23 Possible conflict of interests :- none other than those recorded in the register

82/23 Minutes of the meeting held 24th July 2023 were approved with one amendment – see below*

82A/23 Matters arising :-

- ***Under 70/23** “. . . . PCC agrees in principle to the creation of such a role.” The words “for a period of two years” were added and signed by the chair, as an accurate record of the resolution.
- **Treasurer** : A candidate has come forward who will initially meet with the Vicar
- **Gaia and Eco-Fair** : It was agreed to postpone any discussion until after the post Fair debriefing

Standing Items

83/23 Vision Strategy : DK was thanked for his report. The Vicar observed that there was a need, and a plan, to revise elements of the strategy focusing on music, youth and children's work.

84/23 Finance : The Parish Accountant presented a financial report, the Profit and Loss Statement to the 31st August and the Minutes of the Finance Committee having been previously circulated.

Points made included

- No information as yet on revenue from Gift Aid though could be circa £10,000
- Direct giving appears to be down but is not as last year's figures included one-off gifts.
- There is an increase in the numbers joining the Parish Giving Scheme

- Enterprise income – money from tours is no longer included
- The Free Will contribution includes significant sums from the Daughter Churches and payments to the Diocese are on schedule
- The contactless machines had received 250 “taps” the previous week of which 62% selected the “Gift Aid” option
- It was observed that the perception amongst Welcomers is that the machines are not well used. This will be addressed by a per capita analysis
- Direct Church Costs include heating and wages for the Sanctuary Project
- Figures have been agreed for External Giving and DP and PM will submit a paper at November’s PCC meeting
- A brief outline of the Parish Accountant’s role was given including responsibility for all moneys in and out, responsibility for financial controls and the identification and implementation of sound financial practice, in all, much more than an accountancy role.

The meeting showed its appreciation of the work of the Parish Accountant with a resounding round of applause.

85/23 Eco-Church : MC, not in a position yet to be able to report fully, was able to offer a few remarks on Gaia and the Eco Fair thus far.

- There were 2000 visitors on Saturday
- Full details of the Fair are on the Minster’s web-site
- During the Fair – 30th September – there will be catering in the Parish Hall, organised by D.Sh.

86/23 Service Pattern and Times : The Vicar presented a paper and an analysis of the responses received.

- Majority view – the main morning service should return to the nave
- The times of the services raises issues of fellowship and other issues for the choir
- A straight swap excludes two members of the worship band
- Holding joint services, bringing together the whole church family, had been spontaneously requested by significant numbers of responders
- There is a need to expand the worship band
- Whatever decision(s) is / are made will be communicated to the congregation in a full size document – rather than a paragraph on the weekly sheet

A paper on the subject of Times and Places had been circulated electronically by a member of the PCC to all members, but the Chair indicated that it was not permissible to have this document received for discussion.

PCC members made the following points

- The need for regular dates
- The choir operating in sections is an added complication
- People like joint services
- There is a need to review the content of joint services - what does a good one look like?

After further discussion it was **proposed by MN and seconded by CC that the main service moves back into the nave and that the proposal in the Vicar's paper be adopted with nine joint services per year.**

In favour 16, against 1 and abstaining 2.

This will mean :-

1. The main morning service will move back into the nave at October half term
2. We aim in the future to change the times of services. However we cannot do it now due to insufficient personnel - musicians etc,
3. For the present we will therefore adopt the Vicar's proposal (to keep the status quo), but with more joint services at 10.30 (up to 9 a year). If possible, holding them at regular times in the month.
4. This to commence after half term (subject to agreement with other parties involved)
5. It was also noted that there was a strong representation for a congregational Gloria in the Choral Holy Communion - - - - - **see Vicar's Paper at Appendix B**

87/23 Staffing : A report from the Staffing Committee was received

88/23 Safeguarding : DP gave a brief outline of progress with "Self Declaration". A copy of the declaration form had been circulated for information.

Again, the Chair expressed the vital importance of PCC members undertaking the Safeguarding training . JE observed that some may find it distressing because of personal circumstances in which case they should speak to the Safeguarding Officer.

89/23 Premises :

- There was no progress to report on the car park **ACTION** RMc will follow up with the Old Fund
- Simon Quartermain is further investigating records of the old Local Authorities – ERCC and Humberside – re the status of the Parish Hall.
- **ACTION** : PC will contact Simon Delaney regarding repairs to the surface at the car park entrance

90/23 Enterprise :- The report from the Enterprise Committee was received. CC presented a proposed Advertising Banners Policy to be formally adopted by the PCC.

It was proposed by MD and seconded by SR that the Banner Policy be adopted with two adjustments to the wording - - - - - **for the revised policy see Appendix A below**

There were 18 in favour, none abstaining and 1 vote against

91/23 Shop Report : the Shop report was gratefully received. It was noted that last week's takings had amounted to £4000 and it was observed that any financial benefit to the Minster from Gaia and the Eco-Fair would probably be through the shop.

92/23 Faculty update : The information received from the Tower Captain / Keeper of the Steeple regarding the remedial work needed to the bells and their frames was noted – (i) a crack in the bell

frame between 2nd and 3rd on the top level and (ii) the 7th bell has a loose gudgeon on the stay side (iii) 2 of the other bells need to have new bearings fitted.

It was proposed by MC and seconded by CC that a faculty be applied for, to undertake this remedial work. This was carried unanimously.

It was further proposed by CC and seconded by PC that the Friends of Beverley Minster be approached to finance this work. Carried unanimously.

Simon Delaney is to be contacted concerning lighting in the tower.

Standing Items : Alternate Meetings

93/23 - Daughter Churches : St Leonard's report was warmly welcomed and the increase in numbers and other positive features were remarked on.

94/23 Deanery Synod – NTR

95/23 Friends of Beverley Minster : There was some discussion around the Robertson Memorial. A little research has established that the chained figure, forming part of the family coat of arms, is a Scottish regicide captured by one of the Robertson ancestors. On the question of some explanatory text, JS expressed her concern about the proliferation of notices around the Minster.

96/23 Two Churches : One Town

The papers received from TC were noted

97/23 Hope into Action : The report from MD was received. The remarkable success in forwarding the Lord's work in a practical manner was celebrated.

98/23 Electoral Roll : An increase of 6 was reported. The roll stands at 295.

99/23 AOB : The re-appointment of June Grady as a Foundation Governor at The Minster Primary School was unanimously endorsed.

The meeting closed with The Grace at 8-45pm.

The next regular meeting of the PCC is scheduled for November 20th 2023.

Approved

Dated

Appendices A and B below

APPENDIX A

Beverley Minster

Policy for the display of banners on the Minster railings

Beverley Minster allows a limited number of promotional banners on the railings around the Minster. There are two permitted locations, one on the railings in Minster Yard North to the right of the Highgate entrance and another on the railings adjacent to the junction of Eastgate and Minster Yard South.

The primary purpose of displaying banners is to support the fundraising and other activities of the Minster. Priority will be given to banners for these over those of other, external events.

The maximum banner size is 245cm x 90cm. Content must be appropriate for the Minster and should be agreed in advance. The Minster reserves the right not to display banners considered to be inappropriate.

Under normal circumstances, 2 banners are allowed at each location. Banners may be displayed for up to 4 weeks prior to an event and during the event itself. The overlap of events may impact on the maximum display time. However, it is recognised that some periods are particularly busy and that occasionally the number of banners displayed may be increased to 3 or 4 at the Eastgate-Minster Yard South junction and 3 or 4 by the Highgate entrance subject to the banner sizes.

All banners are displayed at the discretion of Minster and decisions on this rest with the Chair of the Enterprise Committee.

September 2023

APPENDIX B

Times and Places

Places

Of the 45 written responses received, 32 supported a move back into the nave and 13 want to stay in the Quire.

Reasons given for moving are chiefly to do with being more inclusive; the Quire feels like a more private space and visitors are reluctant to join in. Limited space in the Quire inhibits growth and it is difficult to make adequate provision for families with young children. Some appreciate the intimacy of the Quire, but others find it too intimate. Those who want to stay in the Quire recognize that it is only suitable if numbers stay at the current relatively low level.

Times

This is more complicated. Of 50 respondents, 26 wanted to reverse the order of the services, 23 wanted to keep them as they are, and 1 wasn't sure.

The reasons for people holding their particular preference wasn't always clear.

6 people asked, unprompted, whether there could be more combined services.

Reasons for keeping the order the same included:

- *The current order works OK.*
- *The bigger service should come last as it takes more time for people to disperse afterwards.*
- *Not enough time for the choir to rehearse if the Eucharist was earlier.*
- *Young families might prefer an earlier time for the informal service.*
- *Further disruption would be unwelcome.*
- *Key musicians in the current worship band would find a later time difficult and we might lose them.*
- *Band practice and soundchecks would have to run at the same time as coffee if the order was reversed.*

Reasons for reversing the order included:

- *Choir practice wouldn't have to compete with noise from post-9.15 socialising.*
- *Better fellowship – current arrangements for coffee don't work very well.*
- *The Eucharist congregation would have coffee after the service (which doesn't currently happen), the informal congregation would collect their coffee before their service, continue to interact around tables and would not be rushed away afterwards. All worship and socializing could take place in the Minster without anyone having to leave, and without needing the hall (which may be unavailable when under repair).*
- *Younger people might prefer a later time for the informal service.*
- *Setting up wouldn't disturb the 8.00am congregation.*
- *Relieves pressure on informal service to keep to under 60 minutes.*
- *Responses from choir members favoured an earlier start.*

Options

A *Keep the pattern as it is*

Advantages: As listed above.

Disadvantages:

- *Continuing pressure between services and disturbance of choir practice;*
- *Unsatisfactory coffee arrangements with negative impact on building community: many people don't make it across to the Hall, and there is no provision for post-11am fellowship.*

B *Reverse the order (Service times at 9.30 and 11.00)*

Advantages: As listed above.

Plus:

- *Less need for out of hours setting up time – more time on Sunday morning.*
- *Director of Music and musicians in choir may be available to join band.*

Disadvantages:

- *Potentially unsustainable if we lose band members.*
- *Choir practice probably earlier than some would like.*

C *Monthly Combined Service* (could work with either A or B above).

Addresses issue of fragmented community identified by some.

Addresses issue of 'dispossession' identified by some.

May help with issue of sustainability.

Principles to keep in mind

Aim of Vision Strategy to diversify styles of worship to 'embrace a breadth of culture and need' (Workstream G).

The old 10.30 congregation was in decline, and so going back to a single main service doesn't seem sensible.

The present arrangement discourages the building of community, with little opportunity for fellowship after both services – after 9.15 because of the need to vacate the Minster, after 11.00 because there is no coffee and it is late in the day.

Proposal

Identify Option B as the 'in principle' ideal, were it to be sustainable.

For the present, combine Options A and C with increase of congregational singing at the Eucharist; this will also reduce the practice time needed before the 11am. Coffee to remain in the Minster.

Take steps to expand the worship band.

Timetable for implementation?

October half term.