

The Minutes of a meeting of the Minster PCC

Held 17th September, 2024 at 7-30pm in The Peter Harrison Room (+)

Present were :- Rev'd Canon Jonathan Baker, Rev'd Eileen Connolly, Eric Doyle, Sandra King, Matthew Leivers, Rod McPhee, Hugh Meyer, Dawn Pollard, Sue Robson, Joyce Shaw, Rev'd Charlie Shefford, Marian Snowden and Kevin Wheeldon (13)

Also present were :- Kate Howell, as Director of Operations, Pippa Milner, as Parish Accountant, Meg Choules, as Safeguarding Officer and Martin Eldred, as Clerk

Rod McPhee, in the Chair, welcomed all those present and the Vicar led the meeting in prayer.

77/24 : Apologies - were received from :- Lia Argentou, Patricia Brunt, Chris Chipperton, Paul Collins, Mike Dent, Catherine Drake, Jane Ewbank, Sandra Keating, Derek Kirby and Kate Powell (10) – 2 AOL

78/24 : Possible conflict of interests - none other than those recorded in the register

79/24 : Minutes of the meeting held 9th July 2024 : A question was asked about the "Committees Diagram" not being distributed in advance of the July meeting. The use of the word "institute" in relation to the Visitor Committee was also questioned (**60/24**) It was explained that all committees should be re-constituted at the PCC meeting following directly after the APCM each year. As neither of these questions affected the accuracy of the minutes they were duly accepted by the meeting and signed by the Chair.

ACTION : Clerk to ensure "Constitution of Committees" is an agenda item for the PCC Meeting immediately following the APCM

80/24 :Matters arising :-

- **Car Park Lease** – The lease and / or letter of agreement has not been received from the Old Fund
ACTION R. McP to follow up
- **Friends of Beverley Minster - PCC representative** – the PCC Clerk will fill this role
- **Churches Together in Beverley** – Minster Representative - a vacancy still remains
- **Legacies Officer** – It was pointed out that this officer does not have to be a member of the PCC and members were urged to consider possible candidates from the wider church family
ACTION : The vacancy to be "advertised" in the weekly notice sheet
- **Reintroduction of the chalice / shared communion cup** – The Ministry Team has determined that it is possible to offer a choice of either the chalice or intincture as there are now enough staff both ordained and lay. A question was asked about the feasibility of this at the 8-00am Sunday Communion and the Thursday Communion. The Vicar stated that this was still possible.
For all communion services, apart from these two, the aim is to offer the choice from the beginning of October or as soon as the servers' rota is organised.

81/24 : Living in Love and Faith – The blessing of same-sex relationships : Amongst the points raised were :-

- The need to encourage all to listen to others' points of view
- Prayers for love and faith are not a form of gay marriage
- Stand-alone services are not permitted at the moment
- At present the prayers are to be used within a regular service

- This is an opportunity for same-sex couples to publicly assert their commitment one to another in a Christian context.
- Individuals could approach the Vicar in private rather than open debate
- The idea of a secret ballot
- Should there be a form of consultation?
- Would the PCC's decision carry the congregation along?
- The need for a form of announcement
- The PCC acts on behalf of the congregation
- Ultimately the decision is that of the vicar but the PCC should express its assent or dissent

The questions for the PCC were :-

1. Is the PCC content for the minister to use these prayers within a regular service?
2. Were General Synod to permit "stand-alone" services at some time in the future, would the PCC be content for such services to take place within the parish – Minster and Daughter Churches?

On the first question it was proposed D.P. and seconded K.W. **that the PCC expresses its support for the use of the prayers within existing services at the Minster and the Daughter Churches. This was carried 12 in favour, 0 against and 1 abstaining**

On the second question it was proposed D.P. and seconded K.W. **that at such time as the General Synod makes provision for stand-alone services, the PCC is content for these to take place within the parish – Minster and Daughter Churches. This was carried unanimously**

It was also agreed that a revised version of the paper, presented to the PCC by the Vicar, be made available to the congregation. **ACTION : The Vicar to revise paper and arrange for its wider distribution**

82/24 Safeguarding – The Safeguarding Officer spoke to her report.

- **The meeting approved unanimously the addition of the Pastoral Team to the list of church activities** - the leadership team should look further into what other activities should be included
- **The meeting approved unanimously the Promoting a Safer Church policy statement**
- The question of displaying a formal statement of adoption of the House of Bishops' "Promoting a Safer Church : Safeguarding Policy Statement" and the Domestic Abuse Policy was left for a staff meeting to decide
ACTION : Director of Operations
- **DBS** - It was agreed that PCC members are asked to sign a confidential declaration when elected to the PCC which eliminates the need for one when applying for a DBS.
- **Action : PCC members to apply for DBS when requested by PSO**
- **Safeguarding Action Plan** - Progress is being made with the actions identified in July. PSO has met with several activity leaders and started to work through the actions required to be fully compliant.
- **Church of England Code of Safer Working Practice** – use has begun by activity leaders and a version has been developed for volunteers to sign and date, acknowledging that they have read it and agree to abide by it.
- **Action - PCC members to undertake Basic, Foundation and Domestic Abuse eLearning and inform PSO**

The meeting discussed the question of volunteers in regard to safeguarding and it was noted that the Volunteer Handbook was still not available as a hard copy that can be given to volunteers. It was

suggested by the Director of Operations that the PCC consider employing Peninsular Business Services at a cost of £375 per month. This would provide Human Resources and Health and Safety support and advice, the production of Policies, Procedures and Handbooks and provide legal aid.

It was unanimously agreed that the Director of Operations should produce a written proposal regarding Peninsular Business Services to go to Finance Committee and if approved at committee stage go before the PCC for approval **ACTION : Director of Operations**

The meeting then spent some time considering Safeguarding scenarios. "A Stranger" and "Betty"

The Safeguarding Officer and co-workers were thanked for all their hard work

REPORTS

83/24 – Finance – The Treasurer M.L. spoke to his report.

A significant donation of £30,000 was reported.

Priority work on the Parish Hall, the removal of the dangerous bell turret and the installation of a fire alarm system, can be financed from 2023 reserves.

The Treasurer gave an account of our Freewill offer over the past eighteen months and how there was now an obligation to increase it. The Freewill Offer for 2025 should increase to £99,000, an increase of £1,000 per month.

The meeting unanimously approved the increase of the Freewill Offer for 2025 to £99,000

84/24 Director of Operations Report : The Director made reference to earlier reports about the condition of the Parish Hall fabric and its electrical installations. The estimated costs of installing a fire alarm system are between £3,000 and £5,000. Removal and storage of the bell turret is estimated at £21,890 plus VAT.

It was proposed M.L. and seconded E.D. that this work proceed as speedily as possible. This was approved unanimously

The Director explained how she was using Simon Delaney's report of some three years ago, with updated costs, to produce her urgent works plan which will make the building at least usable and safe.

The Chair stated that it is imperative that the PCC confront the situation, with its non-church properties, head on and prepare for some serious fund-raising.

E.D. urged that the Minster family be informed of the situation.

85/24 : TCOT the contents of the Announcement and the Report were received.

It was proposed KW, seconded JS and unanimously agreed that the PCC fully endorses the recommendations of the TCOT Report (*a copy of the report is attached to the official signed minutes*)

86/24 : Applications to Grant Funders : It was unanimously agreed that any applications to grant-funding bodies should have the approval of, initially, the Finance Committee and, subsequently, the PCC. This to apply to the Daughter Churches too.

86/24 : Vision Strategy Report was received

87/24 : Vicar's observations : The Vicar observed that, despite some of the seriously concerning issues being dealt with by the PCC, there was a "buzz about the place" and much to celebrate and thank God for.

He highlighted Eileen’s arrival and the work she has done already on encouraging people to consider their gifts, their calling and ministry within the church, the work of the Music Department, new families joining the Minster Family, the Alpha Course, the forthcoming Confirmation in November, a greater number involved in church activities, the work of the Daughter Churches, including here Routh where the Archbishop of York will preach on the occasion of their Harvest Festival on 20th October.

88/24 : CWB Recommendations: The Chair gave a brief update on progress with the new lighting scheme to which the Friends of Beverley Minster were giving £22,000 for the initial design phase. This phase could be complete as early as March 2025.

89/24 : The Enterprise Report was received and the contents noted

90/24 : Faculties Update : The grotesque faculty is now closed. Tickton has progressed to the next stage

91/24 : Human resources : Assistant Organist. Members were already aware of the situation. The post to be re-advertised in the New Year

92/24 : Shop Report : The Shop Report was received and the contents noted

93/25 Electoral Roll : No change in numbers

94/24 : AOB – none

The meeting closed with the Grace at 9-15pm

The next scheduled meeting of the PCC is Tuesday 19th November at 7-30pm in the Peter Harrison Room

Signed as approved

Date