



The Minutes of a Meeting of the Minster PCC
Held in the Parish Hall
Monday 21st November, 2022, at 7-30pm

Present were :- Rev'd Canon Jonathan Baker, Tim Carlisle, Jane Chipperton, Meg Choules, Paul Collins, Rachel Collins, Mike Dent, Eric Doyle, Catherine Drake, Jane Ewbank, Sandra King, Rod McPhee, Sarah Merrell, Hugh Meyer, Dawn Pollard, Sue Robson, Joyce Shaw, Kevin Wheeldon and Rev'd Wendy Wale.

In attendance were :- David James, Chris Chipperton and Martin Eldred.

Rod McPhee – in the Chair - welcomed all to the meeting and the Vicar opened the meeting with prayer.

82/22 Apologies were received from :- Andrew Hancock, Marjorie Neaum, Kate Powell, Richard Powell, Jerome Robertson, Naomi Merriweather and Marian Snowden. Apologies were also received from Becky Dymond (a usual attendee)

83/22 Conflict of interests was declared by Sarah Merrill as the wife of the Youth Minister.

84/22 The Minutes of the meeting held on 3rd October 2022 were approved as an accurate record and signed by the Chair.

85/22 Matters arising from the minutes :-

- Ref 66/22 It was reported that the heating in the Minster was now on and would remain on until the end of December. In respect of the heating situation it was reported that House Groups are producing blankets for use by the congregation.
- Ref 81/22 It was reported that the Friends of Beverley Minster had agreed to pay for the repair of the defective spring in the clock chime mechanism as an exceptional item.
- Ref 71:22(1) It was reported that the agreed change to the e-giving device has not yet taken place and the increase from £5 to £7 is now expected to take place in January 2023.

86/22 : Treasurer's Report : The Treasurer spoke to his report, explaining the present financial situation. Approval of the Finance Committee's recommendation from their meeting of 14th November was sought. The recommendation being that "a Free Will Offer to the Diocese of £65,000 for the whole year of 2022" be made. The Treasurer went on to explain that this is in line with the Diocese's expectations. The Vicar clarified a question about "the ministry costs of the two posts by 2026" from the report.

The PCC unanimously approved that the Free Will Offer for 2022 shall be £65,000 to be paid by the end of December 2022.

The Treasurer reported that, given income still to be generated, the accounts should balance at the end of December 2022.

The Treasurer then spoke about the Minster's properties, other than the church itself. In June 2021 Simon Delaney delivered a report on the condition of three of the four properties owned by the Minster: Parish Hall, Parish Centre, and the Peter Harrison room (the fourth being 23 Outer Trinities used for a Curate)

The most serious problem is the Parish Hall. Simon Delaney's costs of £119k of reparations did not include inflation of +/- 10% nor preliminaries of +/- 20% such as scaffolding. If these are added to the cost estimation it looks like a minimum of £225k and some argue more with inflation and if we need to upgrade facilities. As a reminder: The Parish Centre on the same basis has a cost estimate of £69k and the Peter Harrison Room £37k.

It was agreed unanimously at the Finance Committee meeting of 14th November that it is recommend to the PCC that it considers renovation of the Parish Hall as a Top Priority and a team is appointed with the knowledge, skills and experience to look at

- a. what we actually need in terms of space and facilities
- b. how changes would be financed
- c. how the project would be managed

The dangerous state of large areas of the Parish Hall was highlighted as was the dampness of the rehearsal room – having an adverse effect on the music library.

The Vicar made reference to his paper "Major Capital Works" and pointed out that the Parish Hall is the only building, of those under discussion, for which the PCC has sole responsibility. With regard to toilet accommodation, the risk of undertaking work that had to be altered at a later date was pointed out. The Treasurer indicated that a report could be produced for the next meeting of the PCC in January 2023. The Vicar made further reference to his paper, pointing out that the four capital works, contained in the paper, all directly impacted on the day-to-day operation of the Minster.

It was unanimously agreed "that the PCC considers renovation of the Parish Hall as a top priority and agrees to the appointment of a team with the knowledge, skills and experience to look at

- a. what is actually needed in terms of space and facilities
- b. how changes would be financed
- c. how the project would be managed"

The Old Fund had requested approval from the PCC for planning permission to be sought in respect of the secondary car park – the area of land behind the vicarage. **It was unanimously agreed** to accede to The Old Fund's request.

87/22 : Giving Campaign : It was noted that response cards should be returned whether joining the Parish Giving Scheme or not. It was also noted that any financial effect of the campaign will not be evident until December at the earliest.

88/22 External Giving : DP spoke to the paper she had prepared and previously circulated. **The meeting resolved to maintain the historic formula used to calculate the value of each gift.** It was also agreed to add a review of external giving to the Policies Review Timetable.

89/22 Deanery Report : DP spoke to the Deanery Report (from meeting of 3rd October 2022) making special reference to the new housing on the Woodmansey side of Beverley – within the Minster Parish. Each new household will receive a Christmas card which will include details of Christmas services and activities. This will be followed up with a welcome pack.

During the discussion it was pointed out, with reference to Two Churches : One Town, that there are many churches within Beverley but significantly there are three Anglican churches. It was observed that there was scope for greater cooperation with St Nicholas' church and parish.

90/22 : Scripture Reflection : The Vicar reflected on Luke 21 ¹⁻⁶ , the story of the widow's mite.

91/22 : Volunteers' Handbook : The meeting was asked to approve the Volunteers' Handbook as it presently appears on the Minster's website with the understanding that there are supplementary pages to follow. It was pointed out that, as the document stands, it makes commitments to volunteers that, at the moment, cannot be kept. It was further observed that PCC was caught between the requirements of the HLF (Heritage Lottery Fund) and its inability to deliver on stated commitments. Further discussion centred on (i) alterations that should go to Lauren at the Parish Office (ii) should hard copies be printed? (iii) should it simply stay on-line?

After much discussion **it was unanimously agreed that**

- a. **It should stay on the website as a base-line, version 1**
- b. **The supplementary pages are to be produced by Lauren in consultation with the Head Virger.**
- c. **There will be an update schedule**

92/22 : Staffing : The payment of the real living wage was unanimously endorsed by the PCC and action thereon delegated to the Staffing Committee.

93/22 : Adoption of Policies : The meeting approved the following policies :-

- Trustee Guidelines
- Election of Officers Policy
- Electoral Roll Policy

The Conflict of Interests Policy, it was agreed, should be altered to contain reference to the Charity Commission requirements on the declaration of other trusteeships.

It was unanimously agreed that the clerk would make the above change and present the revised document at January's meeting.

It was also agreed that the clerk would circulate the Declaration of Interests form to all members with a "return-by date" so that a register of interests may be compiled.

REPORTS

94/22 Shop : JM was thanked for her report and for her hard work, and that of her team.

It was noted that £12,500 is the contribution of the shop presently showing in the accounts, though there are other sums to come forward.

95/22 : Vision Strategy Update : DK was thanked for his on-going hard work.

96/22 : Workstream L : David James spoke briefly to his report and then answered questions. He and his team were thanked for their work.

97/22. Safeguarding Update : IM was thanked for his brief update and his continuing hard work.

98/22 : Enterprise Update : CC added to his previously circulated report. A request to hire the Minster for a whole day, for a wedding celebration, having been made, the Enterprise Committee's recommendation was that if the shop was closed there would be an extra charge of £1,000. If visitors were not permitted then an additional charge of £500 would apply. Questioned as to what other occasions might involve exclusive use of the Minster, Bishop Burton's graduation ceremony was quoted.

The Enterprise Committee sought approval of exhibition charges as follows :-

For a two week amateur exhibition – display only - £75

For a two week amateur exhibition with sales - - - - £150

For a professional exhibition with sales - - - - - £300

The charge for an "Exhibition Opening Reception"- - £150

Artists selling prints of their work would negotiate a percentage rate through the Minster Shop.

All these charges were unanimously approved

CC was thanked for his report, his hard work and the work of his committee.

99/22 : Faculty Update : DP reported on the bell clapper restoration – There has been a visit and assessment by representative from York. We are awaiting a copy of the report before DAC will progress the faculty application. Work on 12 pinnacles is to go to faculty – **unanimously approved** and replacement heaters at St. Leonard's is to go via list A or B – **unanimously approved**

100/22 : Vicar's Report : The Vicar reported that (i) there has been a good response to the new service pattern but this now needs firming up (ii) In the new year there will be a focus on House Groups (iii) An assistant curate should be appointed in the summer (iiii) Minster Primary School has recently undergone its denominational inspection in which it did well.

101/22 : Music Report : The Director of Music was thanked for his report and for the high calibre of his work and that of all members of the music department. It was noted that the £30,000 grant from the Deflog Foundation mentioned in the report is a promise and at the moment is £10,000 in hand. The Treasurer proposed that as music is one of the largest cost areas of the Minster and it is not a Workstream in the PCC's Vision and Strategy, he and the Director of Music review the cost, funding and service of Music and present a paper to the January PCC. **This was unanimously agreed.**

102/22 :The Old Fund : DT was thanked for her report and the on-going work of The Old Fund.

103/22 : Tickton, St Paul's Report : KP was thanked for her report and for the hours of hard work invested at Tickton. It was remarked upon how well the Church at Tickton is integrated into village life and how they continue to be a successful worshipping community despite losses over the last few years and a fragile economic position.

It was suggested that the relationship with the Daughter Churches be a focus in 2023.

104/22 : Electoral Roll update : No changes were reported.

105/22 : AOB :- None

106/22 : Date of next meeting : Monday, 23rd January 2023

107/22 : The meeting closed with The Grace at 9-50pm.

Approved

Date