



Minutes of the Parochial Church Council

Wednesday 21st September 2022 at 19.30

Committee Room

In the chair: Joan Ridgway (JR)

Secretary: Tim Bayton (TB) on behalf of Jill Mather (JMM)

Present: Caroline Adams (CA), Tim Bayton (TB), Mark Davie (MD), Stuart Macwilliam (SM), Rachel Martindill (RM), Andrew Mimmack (AM), Mike Payne (MGP), Marilyn Pegg (MP), Fr Henry Pryse (Fr H), Pat Read (PR), Joan Ridgway (JR), Nigel Ridgway (NR), Louise Spencer (LS), Jim Weeks (JW), Nigel Williams (NW)

1. **Welcome**

Fr H opened the meeting with prayer, in particular for the UN National Day of Peace with the theme "End racism, build peace", and for Ukraine.

2. **Apologies for absence:** Susan Coombs (SC), Jill Mather (JMM), Fr Martin Poolton (Fr M), Fr Steve Turner (Fr S)

3. **Correspondence** (previously circulated by email).

4. **The minutes of the last two PCC meetings (20.07.22 and 06.09.22)** were approved and the notes from the Standing Committee were received, subject to correction of the e-mail address in the header and removal of the duplicated final section from "at the end of the discussion..." in the minutes of 06.09.22 (proposed TB, seconded CA, approved nem. con.).

5. **Matters arising from the PCC meeting**

From the PCC meeting on 20.07.22

i. Minute 12: Lines in the car park

NR reported that he has no contacts for this work but he plans to undertake to research contractors and the potential cost. A discussion ensued about whether lines are needed for the whole car park and how quickly the lines might wear away after painting.

Action: NR to conduct a brief search for line painters

ii. Minute 5 (re. Minute 12 xv (b) of 11.05.22): CA and NR are still to discuss the complaints procedure.

Action: CA & NR to discuss the complaints procedure

6. **Parish profile and vision**

NR and AM have approached a few people who might usefully be included in the team to work on the parish profile; they will approach more people over the next few weeks. It was recognised that it would be good to include some people who are not members of the PCC. Philip Sourbut had been approached about the diocesan Mission and Ministry team providing a session on vision for St James'; Fr H will go back to him again to ask for

concrete suggestions of who might deliver the session.

Action: NR and AM to continue forming a team to work on the parish profile

Action: Fr H to find out from Philip Sourbut who will provide a session on vision for St James'

7. Planting a tree for the Queen Elizabeth II Green Canopy

Re. minute 14vi (11.05.22) and minute 5 (12.07.22)

JR reminded the meeting that the tree planting had been agreed and she emphasised that the practicalities must now be organised. NR drew the attention of the meeting to the advice presented in the Fabric report. RM noted that it would be sensible to discuss the change of tree with the gardeners and CA added that the congregation should be informed. LS suggested asking Nigel Bagnall to help and MGP volunteered to dig the hole for the new tree. If the preparation and planting cannot be managed by members of the congregation, it was agreed that Exe Tree Care should be commissioned to remove the existing Italian cypress and to plant the proposed Amanogawa tree.

Proposal: To have the middle one of the present three Italian cypress trees removed and to plant a flowering cherry tree one metre further north of the path, as long as no unforeseen problems are raised, e.g. after conversation with the gardeners (proposed TB, seconded CA, approved nem. con.).

Action: RM to talk to the gardeners about the forthcoming changes.

Action: AM to ask Nigel Bagnall about helping with planting the new tree.

8. Interim report on dogs in church

JR reported that she had visited the correspondent, as agreed in minute 3 of 06.09.22. The visit went well and the working group had begun discussions.

9. Questions and matters arising from the Rector's report

The PCC received with thanks the report previously submitted by Fr H (see file).

Fr H reiterated his congratulations to Fr S on his appointment to Great Torrington et al. and noted that the date of his installation is yet to be announced. In addition Fr H extended his thanks to all who had helped with the arrangements for commemoration of Her Late Majesty Queen Elizabeth II and to members of the congregation who had helped with keeping the church open during the period of mourning. He also drew attention to the dates ahead in *Contact* magazine, including the coffee mornings arranged by Pat Cockman, who has formed a team an organised team to help. Furthermore, he mentioned the forthcoming funeral of past churchwarden Sara Osment and asked for prayer about that events of that day.

10. Questions and matters arising from the Assistant Curate's report

No report was submitted.

11. Questions and matters arising from the treasurer's report

The PCC received with thanks the report and financial statements previously submitted by NR (see file).

NR emphasised his concerns over the cumulatively low figure for collections and stewardship, but noted that now would not be a good time to run a stewardship campaign.

12. Questions and matters arising from the churchwardens' report

The PCC received with thanks the report previously submitted by the churchwardens (see file).

13. Questions and matters arising from the committee reports

i) *Safeguarding*

The PCC received with thanks the report previously submitted by CA (see file).

CA introduced and showed the PCC a 3-minute film about safeguarding. Discussion then followed about whether and, if so, how the film should be presented to the congregation. There was agreement that the soundtrack should be muted if the film is presented more widely. Concern was expressed that some of the content could be off-putting for congregation members who might helpfully want to get involved in work with the children and young people and that some of the wording (e.g. "boundaries") might not be understood as intended. LS suggested that a talk to the congregation by St James' safeguarding officer might be better received and understood. PR supported this idea.

Action: CA will consider further the use at St James' of this and other similar films provided by the diocesan safeguarding team, as well as ways of sharing safeguarding information with the congregation.

ii) *Health and safety*

The PCC received with thanks the report previously submitted by CA (see file).

iii) *Fabric*

The PCC received with thanks the report previously submitted by NR (see file).

Since submitting the report NR had identified that a church booking on 15th October would preclude cleaning and repolishing of the floor around this date.

Action: NR to seek a new date for church floor cleaning and repolishing.

Correspondence that NR had just received from organ builder Michael Farley offered more detailed information about the problems with the organ. Michael had proposed the following: *to dismantle the Great Organ, renew all leather puffer motors, overhaul the pipework and winding in that area, provide new gasket seals for the winding and also finalise the raising of the pitch to the Great pipes; also included in this work would be the overhaul and renewal of the stop ventils magnets, which have been troublesome recently, owing to age as well as general wear and tear.* His price for the work would be £15,528 (including VAT). Because of the significant cost of this work, TB urged that alternative quotes should also be sought; this was supported by PR and CA. NR reminded the PCC that Michael Farley had maintained the organ for many years, so he is very familiar with its workings. TB mentioned organ builder Lance Foy who has a very good reputation and maintains the organ at St Michael's, Mount Dinham; he might therefore be a good person to ask for a quote. There was general consensus that another quote or two should be sought, perhaps from Lance Foy and from the business that maintains the organ at Exeter Cathedral.

Action: Fr H to speak to Fr Nigel Guthrie about Lance Foy's work at Mount Dinham.

In response to the suggestion of a "warm bank", NW observed that the idea had been raised at a recent meeting of the Friends of Mount Pleasant Health Centre and he wondered whether the coffee morning organised by Pat Cockman might be able to meet this need in the future. SM recommended discussion with Pat Cockman and other congregation members to identify whether enough people would be available to operate a "warm bank." AM also questioned whether the time of day might be a significant consideration and he suggested that Age UK might be able to advise. To ensure that safeguarding requirements are met, CA advised careful consideration in the recruitment and organisation of volunteer staff, including proper documentation.

Action: NW to speak to Community Builder Ebbie Peters to identify and avoid potential overlaps with existing provision in the area.

Action: AM to contact Age UK and identify the time of day that would offer the most benefit from a “warm-bank”.

iv) Deanery Synod

It was reported that the Deanery Synod would meet next on Thursday 13th October 2022 from 7.30 pm at St Mark’s Church.

v) Communications group

The PCC received with thanks the report previously submitted by AM (see file).

vi) Young people’s team

CA reported that Messy Church had reconvened in September, when attendance included a number of new families as well as some who had returned after a long break. She added that 11-Ups will start again after the half-term school holiday, but that the format will probably not be the same as previously. A student volunteer had begun helping the team and the extra assistance was warmly welcomed.

14. Any other business

There had been no notice of other business.

15. Dates of next meetings

- iii. Standing Committee on 01.11.22 at 09.30.
- iv. PCC on 23.11.22 at 19.30.

16. Closing prayer

The meeting closed with the Grace at 20.48

Tim Bayton
On behalf of Jill Mather
PCC Secretary