



St Michael and All Angels, Ledbury

Minutes of Standing Committee - 7 November 2022

Present: Keith Hilton-Turvey (Rector)
Catherine Beech (Churchwarden)
David Houghton (Churchwarden)
Andrew Beech
Stephen Cheetham

604. The meeting opened with Psalm 34: 1-9 and prayer.

Minutes of the meeting on 4 September

605. These were agreed unanimously.

PCC awayday

606. The second part of the PCC AwayDay will take place on 19 November. The Ven. Derek Chedzey has once again agreed to facilitate the meeting. In addition to an agenda there may be a paper prepared by Maria Dineen to circulate to Council members beforehand.

Small groups co-ordinator

607. No progress to report.

Action: Keith Hilton-Turvey

Reviews

608. Diana Veasey had sent a paper on the Baptism Review. Keith Hilton-Turvey was unhappy with it, and would speak to Diana.

609. Zoe Smith is making progress in setting up a Christian Union at John Masefield High School.

610. Val Houghton had written a job description for the Pastoral Care Co-ordinator. Andrew Beech will circulate it to members of the PCC. Cath Beech will liaise with Val Houghton about the Pastoral Care Plan.

Action: Andrew Beech

Magazine

611. No change. Lisa-Jayne Lewis is to propose a potential revamp of the pew sheet, for discussion at the November PCC.

Action: Lisa-Jayne Lewis

LMDG

612. Keith Hilton-Turvey anticipated progress after the PCC AwayDay.

Action: Keith Hilton-Turvey

Liturgical plan

613. The working group had received comments from PCC members, and produced a cleaned up version of the Liturgical Plan for consideration at the PCC meeting. Andrew Beech would circulate this to PCC members.

Action: Andrew Beech

Use of the church by the Romanian Orthodox Church at Christmas

614. It wasn't known whether the Romanian Orthodox Church would wish to use St Michael's for their Christmas celebrations this year. Keith Hilton-Turvey would speak to Fr. Cosmin. It was suggested that the Romanian church may be purchasing premises of their own.

Action: Keith Hilton-Turvey

Website

615. Substantial progress has been made; the website is still a work in progress

Action: Stephen Cheetham

Finance

616. Income remains flat, but expenditure, especially on energy costs, continues to rise inexorably. Expenditure on maintenance is lower than forecast, and the agreed closure of the office will save some £8,000/year, but the deficit (budgeted at £13,000) may rise to nearer £30,000. On that basis, Stephen Cheetham proposed that the PCC be asked to agree to a reduction in Parish Share to £50,000 next year. This was agreed.

Action: Stephen Cheetham

617. Reducing the level of church heating was considered. The mild autumn had been helpful, but it was acknowledged that heating would have to be provided soon for the duration of the winter. In previous years the church had been heated for two hours before events (including services) and for the duration of the event. It was agreed that this should continue. However the church had also been heated for two hours each morning, and a

further two hours each evening, whether or not anything was taking place in the church. The worry was that, if this heating did not take place, there might be a deterioration in the condition of the organ, as had happened during lockdown. It was agreed that Kate Cheetham should be asked to contact Clevedon Organs for their advice.

Action: Kate Cheetham

618. In the light of increased energy costs, it was agreed that the PCC should be asked to agree that funerals, weddings and commercial users of the church should be charged £50/hour for heating, and non-commercial bodies (such as the Choral Society) £40/hour. Schools would continue to be able to use the church heating free.

Action: Stephen Cheetham

619. Pending a replacement machine, Stephen Cheetham will place a notice to indicate that the card reader is working even when the screen appears blank.

Action: Stephen Cheetham

Church office

620. A paper will recommend to the PCC that the church office be closed, subject to a review of costs in January 2023. If agreed, Sarah Williams would be given notice towards the end of January and be made redundant at the end of March.

Action: David Houghton

621. David Houghton acknowledged the difficulty of finding volunteers to take over the various tasks currently carried out by Sarah and agreed that the booking technology needed to be considered carefully.

Action: David Houghton

622. It was clear that there had been delays in making payments from the office bank account. It was agreed that the funds in that account should be transferred to the main church account and all payments made from that account. Stephen Cheetham will draft a formal letter to the town funeral directors to be signed by himself and the Rector telling them henceforth to pay moneys into the main church bank account.

Action: Stephen Cheetham/Keith Hilton-Turvey

St Katherine's

623. No progress was reported. It was agreed that a firm of solicitors with more specialist knowledge of property leasing should be sought to advise the PCC.

Fabric

624. Andrew Beech reported that the faculties for the Chapter House lighting and the screen and projector had been received. The work to install the new screen and projector would take place between 16 and 19 January 2023. It was not yet known when the Chapter House lighting would be installed.

625. Criminal damage had been done to the wall safe beside the bookstall, to the south door and to the door of the ringing room in the tower on 11 October. The contents of the bookstall wall safe had been stolen, together with a CCTV controller from the tower. Video footage of the person causing the damage had been passed to West Mercia Police. A locksmith to repair and strengthen the south door had been identified. A second quote would be obtained for insurance purposes.

Action: Ian James

Safeguarding

626. Annie Linden had taken over as safeguarding officer. There were no issues to report.

Funerary monuments

627. Mareva Conservation had quoted £457 to draw up a detailed specification of the work (including cost) to put the Skynner and Lucy memorials in good condition. This was accepted. Andrew Beech will write to Mareva.

Action: Andrew Beech

Greverade altarpiece

628. The PCC are to be recommended that the Greverade altarpiece be installed on the altar table in St Anne's chapel, suitably attached.

Action: Andrew and Cath Beech

Church cleaning

629. There had been no volunteers to act as deputy to Maria Dineen. She will carry on alone, but it is recognised that cleaning will not take place when Maria is away.

Other business

630.

a) Bob Hale's nephew is to provide the Christmas tree, which will be installed in the well beside the west door;

b) The church safe is old and basic. It was suggested that the security camera in the vestry be moved to cover the safe;

c) Bob Hale and Elaine Toyer wish to give up responsibility for the altar frontals;

d) The security of the lock on the Thursby chest needs to be examined;

e) It was agreed that, if at all possible, the remaining silver kept in the safe should be transferred to the cathedral for safekeeping. This will be considered by Keith Hilton-Turvey, David Houghton and Andrew Beech.

Action: Keith Hilton-Turvey/David Houghton/Andrew Beech

Next meeting

631. The next Standing Committee meeting will be held on 11 January 2023 at 4.00 pm at The Croft, Woodleigh Road. Please note that this is a change from the previously agreed date and time. It was noted that the January PCC meeting may need to be deferred to 2 February.