



St Michael and All Angels, Ledbury

Minutes of Standing Committee - 6 March 2023

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

656. The meeting opened with prayer.

Minutes of the meeting on 11 January

657. These were agreed unanimously.

APCM

658. The APCM will be held on 13 April as scheduled. Ledbury parish has now been allocated four places on the Deanery Synod. It was agreed that the APCM would be publicised in the pre-service screen notices.

Action: Cath Beech

Vision and church awayday

659. The churchwardens had, with the help of Maria Dineen, put together a questionnaire to be sent to the parish community (having first been sent to the PCC) at the end of the week. The wardens hoped to hold a number of bilateral discussions as well. Saturday 22 July had been pencilled in as the date of the awayday. A venue and facilitator had yet to be found.

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

660. It was agreed that Andrew Beech would chair the May PCC meeting. Maria Dineen has the skills to be secretary, but probably not enough spare time at present. Stephen Cheetham agreed to take the minutes of the May meeting.

Small group co-ordinator

661. Keith Hilton-Turvey will speak to Richard Nightingale about possibly taking on this role.

Action: Keith Hilton-Turvey

Reviews

662. Ian Beer and Keith Hilton-Turvey are still trying to hold discussions with John Masefield High School. Keith is to meet the heads of RE and music in June or July.

Action: Keith Hilton-Turvey

663. In the absence of a magazine, Annie Lindon will launch an electronic version of the pew sheet. She will need a deputy to take this on whenever she is away.

Website

664. Progress has had to await completion of the 2022 accounts. It was stressed that the new website needs to be operational by the end of March when the office closes.

Action: Stephen Cheetham

Finance

665. The 2022 accounts are now with the independent examiner. Stephen Cheetham hopes that the church will break even over the year.

Fees

666. It was agreed that (a) charging for office costs was not permitted and should cease, (b) the verger payment should increase to £70 and (c) that payments to the Diocesan Board of Finance should be regularised. It was agreed that only a small residue of funds should be left in the church office account for a period after the office closes.

Action: Stephen Cheetham

Church office

667. David Houghton is making the final arrangements for Sarah Williams' departure. It was stressed that volunteers will need to be in place **by the end of the month** to take on the role of taking calls and keeping records. Christine Bainton has agreed to be responsible for finding clergy to conduct funerals where the rector is unavailable; Bidy Barrington will be asked to be the contact point for weddings. An IT system needs to be put in place **urgently** to enable the occasional office work of the church to carry on after the office closes. Christine Warner is familiar with iKnow Church, and might be persuaded to introduce it to St Michael's, but is not willing to take on the co-ordinator role.

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

668. Andrew Beech will let Keith Hilton-Turvey know when the Book of Remembrance was last updated. Keith will then contact relatives of the deceased to establish whether they want their relatives name included in the book.

Action: Andrew Beech/Keith Hilton-Turvey

Church cleaning

669. Bill and Maggie McKenzie had kindly agreed to clean the chancel once per month.

Fabric

670. The lighting would be installed in the Chapter House between 21 and 24 March.

671. Two quotes had been received for installation of WiFi in the church. It was agreed that the quote for the higher level specification should be recommended to the PCC¹. Stephen Cheetham pointed out that there was a residual amount in the projector fund that could be put towards the WiFi.

Action: Keith Hilton-Turvey

672. The architects had been asked to draw up a tender specification for the roof gutter work; this had yet to be delivered. Subsequent discussions had shown that the work could be done more cheaply than first thought, and that local contractors might be used.

673. Andrew Beech would liaise with Keith Hilton-Turvey and Peter Scull as to exactly which pews might be removed from the east end of the nave. This work would require a faculty, for which a convincing justification for the work would be required.

Action: Andrew Beech/Keith Hilton-Turvey/Peter Scull

674. It was agreed that a replacement CCTV control box for the tower should be obtained as per the specification received from Sentinel Security. This would be claimed on the church insurance. Andrew Beech will notify Tim Keyes.

Action: Andrew Beech

675. It was agreed that Charlie Peacock would be invited to join the Fabric Sub-Committee.

Action: Andrew Beech

Church silver

676. It was agreed that Andrew Beech and David Houghton will produce an inventory of the silverware that it is hoped will be transferred to the care of the cathedral, and to discuss this with Tim Price-Davies from the cathedral.

Action: Andrew Beech/David Houghton

Review of sound within the church

677. The PCC had agreed with a recommendation from the BWG that a professional examination of the church sound system be carried out. Keith Hilton-Turvey will ask AV Direct of Weston super Mare to draw up a specification and outline costs. A different

¹ Subsequently it was agreed that Keith Hilton-Turvey will produce a paper for the PCC setting out the quotes and making the agreed recommendation.

company had recently installed a new sound system at St Paul, Tupsley, Hereford and it was agreed that this, too, should be inspected.

Action: Keith Hilton-Turvey

Safeguarding

678. No issues to report. DBS certification is proceeding.

Date of next meeting

679. The next meeting will be at 7.30pm on 1 May at The Croft, Woodleigh Road.

The meeting closed at 21.31 with prayer.