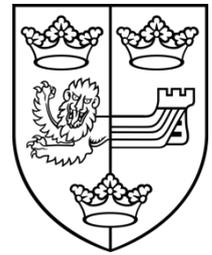


St Edmundsbury Cathedral

A beacon of faith, hope and love in Suffolk



CHAPTER MINUTES

Minutes of the 187th Chapter Meeting
Chapter Room
Wednesday 16 January 2019 at 10:30 am

Attended: The Very Reverend Joe Hawes (JH) (Chair)
The Revd Canon Matthew Vernon (MV)
Canon Tim Allen (TA)
The Revd Canon Philip Banks (PB)
Stewart Alderman (SA)
Mrs Barbara Pycraft (BP)
Dominic Holmes (DH)
Michael Shallow (MS)
Sarah-Jane Allison (SJA)

Present: Claire Greaves (CG) (Minute taker)

1. **Prayers and Welcome** - The Dean

2. **Apologies for Absence**

Charles Jenkins (CJ)
Elizabeth (Liz) Steele (LS)

3. **Presentation by Dr Christine Stokes**

A strategy paper incorporating potential building projects will be brought to the February Chapter Meeting.

4. **Notification of AOB** - None received.

5. **Minutes**

1. **Action Points from the Chapter meeting held 12/12/2018*** - Action points approved.

2. **Approval of Chapter Minutes & Confidential Minutes from the meeting held on 12/12/2018*** - Minutes approved.

3. **Matters Arising from the Chapter Minutes 12/12/2018** - None arising.

6. **Correspondence** - None received.

7. **Finance Report (Management Report Month 12, Figures Year to Date)**
Report Approved.

- BP requested Enterprises results be shown in a different colour on the graphs **AT** to review.
- LS suggested **AT** amend the Norman Tower bell ringers, Choir Tour and Cathedral Flowers to be shown in the main Cathedral accounts, to give Chapter sight of the respective costs. This motion was carried.

Andy Thompson was commended by Chapter members for the clear and succinct presentation of the figures.

8. Dean's Report

JH/MV/PB/SJA met Carol Fletcher, from the Church Commissioners, to discuss the application to CSF. Carol gave very feedback and has said she will act as an advocate for of our plans.

- The Cathedrals Grant Application is to be submitted one week before the CSF formal review meeting 20/03/19 **JH, MV, PB, SJA**.

Foundation of St Edmund

'Suffolk in the City' in December was a great success with feedback unanimous that it should happen again and various learning points about venue and catering. Trustees will review possible venues at their meeting on 21 January.

Cathedral Buildings Review Group

- All the proposed members of the group have agreed to serve.
- Work is proceeding with the development of the Deanery, JH will be moving in after Easter.
- Abbey House- Ideas are being discussed regarding the best use of the space financially, the property will be retained.

BP expressed her significant concern that properties owned by the Cathedral have had to be sold in the past. It was unanimously agreed by Chapter that in future; property owned by the Cathedral is to be used for income generation and is not to be sold off.

Building Relationships with the Diocese, Town, Borough and County

- JH is in dialogue with Sharon Potter, newly-elected Chair of the house of Clergy and Jeanette Gosney (Bishop's Officer for Ministry) to address clergy well-being.
- JH updated Chapter following the Operation London Bridget meeting 10/01/19.
- Sally Gaze, the new Archdeacon for Rural Ministry, will mostly work away from the Cathedral, out in the Parishes and continue to live in rural Suffolk. The nature and extent of her work within the Cathedral itself is under discussion.
- Rhiannon King has been appointed as the new Archdeacon for Ipswich. She will first be licensed in Ipswich first and then installed at the Cathedral.
- JH is in dialogue with Eve Poole about the long-term funding of smaller Cathedrals and will be meeting her shortly.
- **JH** will circulate his recent email to Eve Poole onto Chapter.

Developing our Worship

- A meeting is scheduled 17/01/19 to discuss development of the Cathedral's music and worship, including a review of ideas to enrich the Sunday 10am service.

Risk Audit and Review Group

JH outlined the proposed work of this group, which is a subset of Chapter, reporting to it. The purpose of the group is to work with people in positions of authority outside of the Cathedral, to explore and develop the status and role of the Cathedral in the civic life of Bury St Edmunds and the surrounding area.

- Some names have been brought forward to serve in this group.
- **Chapter** are invited to make suggestions of appropriate people for this group to JH.

Cathedral Working Group (CWG) – College of Deans

Cathedrals that are also parish churches:

- JH advised Chapter that certain Cathedrals falling into this category (Southwell; Bradford; Newcastle and Derby) wish to stop being parish churches. In future the default will be that Cathedrals will not also be parish churches, but each Chapter can opt to continue being both if this is preferred. It was agreed that our Chapter would so choose.

Discussion is ongoing for supporting the joint Cathedral/Parish Church identity and the opportunity to involve our Cathedral community in thinking this through.

Education, discipleship and lifelong learning at the Cathedral

- JH reported on a meeting held with Bishop Martin and John Parr about developing learning, enrichment and engagement at the Cathedral. It was noted that all Diocesan training is held in Ipswich, which may be unhelpful for those living relatively far from Ipswich. The hope was expressed that the Cathedral might in future become an additional centre for training and learning.
- There is interest in setting up small groups in the Diocese, to address the subject of formation and informal education.

Development of the Cathedral Education and Family Ministry

Sunday Family Services:

PB reported back from the recent Cathedral Precentors' meeting (at Chelmsford and in other Cathedrals); Sunday morning Family Services do not work well, given other commitments at that time for many families.

PB was in favour of an afternoon family service.

TA expressed his appreciation of young people being more actively involved in the 10am service and said he was impressed by the quality of their delivery of the readings. It was agreed to build on this in future.

Education Officer: Work is ongoing to find a replacement for Helen Woodroffe.

Order of St Edmund: A lunch is to be held for the current members.

Canons Meeting: To take place with the 8am Sunday Holy Communion worshippers, to understand their needs and engage them more closely in Cathedral life.

Simon Harvey's Induction; Vicar of St Mary's: Chapter were previously invited by DC to attend: 7.30pm, 04/02/2019.

9. Administrator

Governance and Marketing for Growth Conference

Auditing Chapter in line with the Cathedral Governance Code 2018: completed June 2018, prior recommended actions have also been completed.

Governance requirements: All are currently up to date.

Chelmsford Cathedral update: SJA/JH met with The Dean and Administrator of Chelmsford, there is a plan to meet again in September 2019.

Risk management

Risk: A general risk policy will be produced and risk register.

Church Wardens: In preparation for completing their term, SJA has requested SA/LS to create a role description.

10. Canon Precentor

St Edmundsbury CEVC Primary School:

PB confirmed that the Deed, formally transferring St Edmundsbury School to the Diocesan Board of Education, is now complete. The Dean and Wardens are now to sign the document.

Liturgy and Music

- Replacement 'Ordinary Time' Sunday 10am Eucharist Booklets are now being re-printed.

- Evensong changes: - *Palms and Thorns* (*InHarmony* project) is to take place instead of Evensong on Palm Sunday this year. A *Taizé*-style service will replace Evensong on a Sunday in June. The launch of the diocesan 'Rural Fresh Expressions' will replace Evensong on Pentecost Sunday.
- *InHarmony* – It was agreed that this continues to be a vital link with and support to the diocese. PB updated Chapter on recent and future *IH* events, planned and led so effectively by Richard Hubbard. The *IH* Development Group (which includes diocesan staff) meets twice-yearly to support Richard in planning and delivering the *IH* Report's recommendations. There is a concern that Richard's time is being taken up too much with admin which is not a good use of his time/salary.

Cathedral Fabric

- Anselm Building: basic maintenance, to keep the building safe, continues.
- The Deanery: Tenders are due on 12 February 2019. PB reported that, subject to pricing and programme, the works should be completed in time for the Dean to move into the new west wing w/c 22 April. A supplementary planning application is being submitted to incorporate an *en suite* for the master bedroom, but this should not affect the project timeline.
- Abbey House lease renewals: Once David Burr's is completed PB will re-open negotiations with Peel and Gudgin to achieve a more realistic rental settlement with them.
- Pilgrims' Kitchen improvements to entrance and access: PB presented the Tenders for this project, and it was agreed that FA Valiant will be awarded the contract, subject to Enterprises Board funding for the project, to include the refurbishment of the hall, stairs and landing in the Cathedral Centre.

11. Canon Pastor

Heritage Partnership:

- Draft documents for the new Charitable Incorporated Organisation (CIO) will be available soon and brought to Chapter in the March meeting. The documents are being finalised by the Articles of Partnership Working Group of which Tim Allen (TA) is about to become the new Chair. Adopting the CIO will be a significant step, but the wording protects Chapter's interests and the first Trustees include Chapter representation.
- as part of developing the governance of the Heritage Partnership, members of the Core Group learned about the Historic Lincoln Partnership (which includes Lincoln Cathedral) through a presentation in December by Mary Powell of Lincoln Council.
- locating a visitor centre for the Abbey Gardens in the Anselm Building area could serve the Cathedral well in improving our visitor offer and increasing visitor numbers.

2020:

- MV presented a paper of ideas for the Cathedral's contribution to the town's 2020 celebrations with a view to deciding in February which ideas to aim for, including financial and capacity implications. MV added that commissioning a piece of music is being considered by Cathedral musicians. TA mentioned the recent loan to Trinity College, Cambridge of an Anthony Gormley sculpture. Cathedral musicians favour a performance of *Noyes Fludde* by Benjamin Britten.

12. Any other business - No items.

13. 2019 Chapter Meeting dates

- 13th February – Edmund Room
- 20th March
- 14th May
- 25th June
- 17th July

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| <ul style="list-style-type: none"> • 4th September • 9th October • 13th November • 11th December |
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Meeting closed: 2:30pm