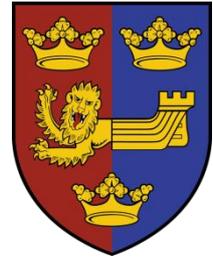


St Edmundsbury Cathedral

A beacon of faith, hope and love in Suffolk



Minutes of the Forum meeting held on Wednesday 27th February 2019

1. **Present:** Canon Matthew Vernon (Chair) Very Rev Joe Hawes Canon Philip Banks Canon Chris Andrews Stewart Alderman Sarah-Jane Allison Judy Broadway Canon Cedric Catton Susan Cockram Gray Elkin Paul Elkin Keith Elliott Margaret Ellis Sherril Furnell Charles Hamel-Cooke Geoffrey House James Knowles Jane Leung Louise Martin Leslie Olive Pam Pitts Susie Sloane Liz Steele Shirley Warrington Doreen Young
Observing: Sarah Geileskey
2. **Apologies** received: Tim Allen Richard Franklin Barbara Pycraft David Brown Catriona Brinkley David Eaton
3. **The Minutes** of 15 November were signed as a correct record having noted that the APCM was changed back to the 30th April 2019
4. **Matters arising – Intercessions at the Cathedral** – Matthew is completing a handout to go to the congregation in March. **Inclusivity Policy** – An advocate is being approached by Matthew. An update will be given in due course. **Melody line update** – Philip not yet actioned as hard to know which hymns are unfamiliar. More melody versions of the hymnbook are on order which may resolve the issue. **Santiago** – Joe reported that negotiations are at a delicate stage. **£6000 discrepancy on music budget** – see 6 below. **Anti-slip coating** on flagstones path to be checked with Rachel as noted it was still slippery.
5. **Dean's report** – Joe opened his report with an opportunity for discussion around the following questions - I like, I wish, I'd rather. The group feedback was
 - a. **I like** - connection with the past, a spiritual home, music and liturgy, increasing community spirit. Younger and new people, Liturgy and friendliness. Companionship at Morning Prayer and among volunteers, BCP services. Friendship.
 - b. **I wish** - there was a choir school, the cloister return was finished. We had a stable foundation with no ongoing money worries, a pot of gold for the Cathedral, communal chalice was not out of a shared cup. Community could spend more time together, cathedral could be warmer in winter months, congregational setting used when no choir available. Roller blind was down in PK's kitchen entrance.
 - c. **I'd rather** - Clergy had more help, Ladies Choir and other choirs (Colts, St Cecilia Juniors, St Cecilia Chorale) were used more often. Shorter sermons, real coffee, greater attendance at evensong. A longer silence before service begins. More children at junior church.

Joe reported on his 5 a day:

Finance – it had been a good end to the year. Planned giving was being approached in a positive way with not too much arm twisting needed. Appears to be a good take up for the Electoral Roll forms. A brochure had been prepared for local businesses to use Cathedral facilities. The West Wing of the Deanery refurbishment will cost more than hoped – but this extra spend had been approved by Chapter.

Building – The Church Commissioners have a Cathedral Sustainability Fund available to support income-generation initiatives. The maximum amount of £150,000 is going to be requested to enable a fund raising strategy to be produced. Chapter has approved a scoping study costing £7000 to get a Grant request underway. Chapter had interviewed and appointed Dr Christine Stokes. She was the Fund raising consultant

for the Fulham Palace project and the Richard III project at Leicester Cathedral. If a grant was successful she will then talk to various groups such as Forum.

Relationships – Joe mentioned he is frequently out and about on Sundays at other churches in the Diocese. If Joe appears to be missing during the week he is in Ipswich at meetings. The Harvest planning group is looking at making Harvest Festival more attractive this year which will be held on Oct 13th to possibly include the following ideas: Food and Drink Festival on Angel Hill, Hog roast, a Tractor run up Angel Hill, a Folk Band, Animals on south cloister garth. A Procession (pending council permission) led by a tractor and to include Sea Cadets, Young Farmers, and Food Bank representatives. Children would also be included. Aiming to be riotous, fun and Informal but in a meaningful way. To include a Jumpers, Jeans and Wellies service with short interviews with key people instead of a sermon. Aiming to entice people through the doors.

It was noted that the Harvest festival ought to take a world perspective and include more groups like Oxfam and Christian Aid.

Music and Worship – the music review group will be meeting in the near future. The two members from congregation are Michael Wilde and Barbara Pycraft. Looking at developing provision for girl choristers, having more informal services and making more use of the Cathedral's other choirs.

It was noted that there had been an increase in young families attending but more are always welcome. Philip looking into what a Family worship service might look like.

Diligence and governance of independent groups affiliated with cathedral is being looked into eg The Friends of the Cathedral, The Friends of The Cathedral Choir, The Vestey Trust and The Foundation of St Edmund. Peter Beaumont a retired judge from Orford has been asked to oversee this task and will begin to meet officers from these groups shortly.

Discovery Centre – Helen Woodroffe leaves at the end of August – Joe has met with the Diocese and two new roles – one for the diocese and one for the cathedral are being sought. This will increase provision. The Cathedral post will focus on school visits into the Cathedral. The Diocese would look at parishes and visits to schools. Joint work would be on the Pilgrim project. This would effectively divide the work that is being done at the moment and is stretching the Discovery centre team. There is a wish to develop family ministry. More Education at the cathedral to save travelling to Ipswich for all training eg Readers. It was noted that the new post at the Cathedral would follow the Vision and Strategy for the Discovery centre. Helen Woodroffe and Dave Gardner will meet with Chapter on 20 March.

6. **Finance** – Stewart was also puzzled by the question about £6000 deficit on the music and liturgy line as that line had been with budget all year (see Matters Arising in 4 above). The position as at 31 Dec 2018 although not yet audited showed that the £53,000 budget deficit planned when compared to the actual showed a budget surplus of £2500. This was a good result. In part due to Bishop Graeme Knowles volunteering his services as acting Dean. Also the £35,000 budgeted for deanery alterations was not possible to be completed in 2018. This will be carried forward to 2019. Community giving was £20,000 more than budgeted. Enterprises had made £40,000 profit - which was £6000 more than planned. Visitors were down however and although Lego had raised £10,000 this was still £18,000 under budget. Cost controls were good across all departments. The Burn time (reserves) was 8 weeks two years ago – but by the end of 2018 – a 20 week burn time was reported which was much more healthy.
7. **Giving Group and Planned Giving update** - Liz Steele reported that although planned giving is good with 190 regular givers. She was sorry to note that of the 130 Parish Giving packs handed out only 19 people have signed up. This is beneficial to the Cathedral as we get a monthly payment from the organisers with very little admin on our side, the Gift Aid is refunded monthly and it allows givers to auto increase annually (but reminders were given with an option to change your mind). The Diocese has paid for the packs. Liz Steele, Chris Andrews and Christopher Barlow will stand at the back of the Cathedral after future Sunday services to assist with completing packs. It was noted that other direct debits or envelope giving should be stopped if completing the Parish Giving pack. Ideas were put forward around a lapel badge for regular givers, issuing packs and chatting after Sunday service coffee and an evening meeting to promote and explain.

Electronic giving box – has raised £7000 from the box so far. Useful information is also received on the time of donation. A second box by the North door is to be placed shortly. Welcomers should point people to the giving boxes especially if visitors say they have no cash. Future plans for capturing Gift Aid this way are in hand.

8. **Administrator's Report** – Sarah-Jane reported on **finance and governance** – there had been Chapter training day with Chelmsford Cathedral. Joe and Sarah-Jane had met with their counter parts at Chelmsford which had been useful. A risk register is being reviewed each term. We have appointed new auditors this year (Lovell Blake) which has cost us more but their attention to detail has been increased. The audit work is now done and is being pulled together for publication at the end of April. **Staff turnover** was medium to high, but this was not a cause for concern as people do gain promotion eg Alex Binns moving on to Derby. There is a good team of staff – Organ scholar Matthew Foster and Assistant Director of Music, Richard Cook have been appointed. Matthew thanked Sarah-Jane for all her hard work often done behind the scenes.
9. **2020 – the Millennium of the Abbey of St Edmund** – Matthew expanded on the circulated notes and gave a presentation on the heritage partnership to celebrate the founding of the Cathedral in 1020 by King Canute. Robert Everitt is assisting with sourcing money for the project. It was noted that an example of the Benedictine daily office might be appreciated. Events are being planned between May and November, including a St Edmund lecture by a national profile speaker during the Bury Festival, an exhibition of Abbey Manuscripts (loaned from Pembroke College, Cambridge), 2020 themed Town Tours, a series of sculptures on a temporary plinth in the Abbey Crypt, 2020 branded Abbot Ale, charitable fund-raising, pilgrimage walks including St Benet's Abbey in Norfolk, a Theatre Royal Medieval Mystery Play, family activities at Moyses Hall, a production of the medieval "Noye's Fludde" story composed by Benjamin Britten, and a special Suffolk Philharmonic Orchestra concert. There will be a focal weekend in July with events in the Abbey Gardens and a gathering of Benedictines from far and wide. A St Edmund's Day Finale in mid-November might include an Abbey Gardens 'light trail', a torch-lit procession and a Spectacle of Light projected onto the Cathedral tower.
10. **Fabric & Liturgy** - Canon Philip updated that he is on sabbatical after Easter (for the months of May June and July) returning in August. He will be taking the theme of Pilgrimage, Mission and Ministry. Philip noted that Alex Binns has made a fantastic impact and will be sadly missed. We also say farewell to Thomas Hawkes who has grown tremendously and made a huge contribution while he has been with us. A new version of the Ordinary Time Service booklets will be introduced shortly (when they are back from the printers) Automatic sliding glass doors into Pilgrims Kitchen will be installed week commencing 4th March. Trees have been removed where they are near buildings. A new boiler has been installed in Clopton Cottage. The hinges of the Cathedral glass doors will be adjusted by Valiant while they are on site in March.
11. **Gravetalk** – Matthew presented and followed up by a discussion in groups – the Hospice have been introducing talks on Death and Dying. This is a Church of England initiative to provide a café space to talk about death, dying and funerals. It uses a pack of cards with questions for discussion in small groups. A discussion in groups followed on whether children should attend funerals. Positive feedback was received for this initiative. It was noted that a Bereavement group had met in the past at the Cathedral, but at the moment people are being directed to the Hospice. This was not to say that it might not happen again.
12. **Community Events** – Matthew had aimed to provide a summary from the events feedback form which Richard Franklin had provided in November but only one returned. Joe mentioned a party is being planned in the Deanery Garden during the summer. Extra feedback forms to be sent via email to all Forum members after the meeting. A response required within two weeks to Matthew.
13. **AOB** - APCM revised date is Tuesday 30th April 7pm – future Forum meetings to be held in Pilgrim's Kitchen.

The meeting closed at 8:50 pm.

Louise Martin/February 2019

Forum Dates 2018 – Wed 12 June 2019 7pm