

St Edmundsbury Cathedral

A beacon of faith, hope and love in Suffolk



Minutes of the Forum meeting held on Wednesday 18th September 2019

1. **Present:** Canon Matthew Vernon (Chair) Very Rev Joe Hawes Stewart Alderman Sarah-Jane Allison Margaret Bond Catriona Brinkley Judy Broadway Rachel Clover Margaret Ellis Geoffrey House James Knowles Jane Leung Louise Martin Valerie Moore Leslie Olive Pam Pitts Susie Sloane Terry Stark Liz Steele Shirley Warrington Doreen Young **Observing:** Rev Sarah Geileskey
2. **Welcome** Matthew opened the meeting with a reading from the Epistle of James and a prayer.
3. **Apologies** received: Tim Allen Canon Chris Andrews Canon Philip Banks David Brown Canon Cedric Catton Susan Cockram David Eaton Keith Elliott Gray Elkin Paul Elkin Charles Hamel-Cooke Barbara Pycraft. Not in attendance: Oscar Soons
4. **The Minutes** of 12 June were signed as a correct record
5. **Matters arising** – there were no matters arising.
6. **Deputy Wardens appointments** (LS/SA) – Stewart Alderman explained the Warden team consists of two Cathedral Wardens with a team of upto six Deputy Wardens to assist. There has been a vacancy since April 2019 (following Alan Dodds retirement), Catriona Brinkley has also left the team recently to pursue her studies for ordination. The two new deputies proposed are Bernadette Pitt and Jane Movley to start from October. All present were in favour of their appointment being proposed to Chapter. Liz Steele and Stewart Alderman will retire next year, shortly after that Shirley Warrington and Keith Elliott will also retire. It was proposed to encourage two more Deputy Wardens for training sooner rather than later to bridge the gap that might otherwise appear next year. The disadvantages of both Cathedral Wardens retiring at the same time were noted. Chapter will be asked to consider that. Two more names for deputy training will come to the next meeting of Forum in November.
7. **Dean's report** - Joe updated the meeting on the fund raising activity of Christine Stokes including an ethical fund raising policy and preparation for legacy campaigns. The Major Donor Panel is forming, chaired by Bishop Tim Stevens. The Patron scheme is coming on well. It has brought in £25 – 30k so far with Gift Aid. Joe explained the first tranche of Patrons' donations will contribute to making the Cathedral a financially resilient institution. Then we can move on to other areas of activity such as building for the future. Christine will report in more detail to Chapter in October.

Joe then reported on his 5 a day but concentrating on Relationships with the Diocese.

Finance: There is a continued push on Planned Giving concentrating on some new members of the Cathedral Electoral Roll who have not yet signed up. Enterprises is doing well and a new Events Manager Tim Vaughan is starting soon. Christine is working on legacies. Dominic Holmes and his team are developing links with Businesses – a new Festival of Lights Carol Service will take place in December.

Buildings: fortunately the Cathedral is well maintained . On going discussion and big announcements in this area are expected in June 2020 at the Diocesan Synod.

Relationship with the Diocese: The Dean invited members of Forum to think of ways in which the Cathedral services the Diocese. 1. **Clergy cover** for services, 2. **Resource for Music and Liturgy** eg Philip Banks and worship, 3 – Matthew Vernon advises on **challenging pastoral situations**. 4 The Dean is a **listening ear for Clergy**. 5. **Place of Retreat** – the Oriole Room is available as a quiet space for clergy, 6. **A Centre for civic functions** 7. **Children and Young People's ministry** - Discovery Centre, 8. **A Place of Pilgrimage** – Parish visits to be offered twice a month (volunteers are needed to serve refreshments after the Sunday Evensong once a month as the Friends of the Cathedral continue to support one monthly.)

Question raised on patrons and planned giving. What is the split of how the money will be used? The Patrons Scheme is aimed at people outside planned giving and earmarked for future development work. The majority of Patrons are not regular worshippers, although some people are in planned giving too.

Children and Young People – Sarah Geileskey is continuing to research on encouraging more families and young people to come to the Cathedral. Bishop Martin was part of survey of young people in Suffolk. Many said they have nowhere safe to meet which is something the church can respond to.

Music and Worship – working towards having a girl top line as well as a boys top line (choristers) is underway.

8. **Pastoral Topics** – Pam introduced the **Atrial Fibrillation and stroke prevention** scheme whereby a device for checking AF is available via a phone application. Volunteers were requested to take a leaflet to explore further with Debbie Bateman, the scheme organiser. **Gravetalk** – some sessions are to be offered in the autumn for cathedral people. **Dementia Friendly Church** - Matthew initiated a discussion amongst Forum members about their experience with people with Dementia. Members expressed support for working towards becoming a dementia-friendly Cathedral. Advice could be sought from Debenham and Hadleigh who have experience in this area. Leicester Diocese was mentioned as also providing expertise in this area. List for sign up if interested with Pam Pitts. Pam mentioned **Macmillan Coffee Morning** on 24th September in the Edmund Room.
9. **20/20 update** Matthew to visit next week Mrs Masterman – Head of Art at County Upper School – who are interested in providing a sculpture for the Abbey Crypt Sculpture project. A plinth is planned to have one sculpture a month. There will be a number of concerts through the year. Eg Bury Bach Choir, Suffolk Philharmonic Orchestra. The opening of the Aldeburgh Festival will be in the Cathedral next year. Some Benedictines are being invited to attend a gathering in May. Manuscripts are coming back to Bury from Cambridge for an exhibition. Forum members were asked - what can we do as a community to celebrate? Any suggestions to Matthew welcome.
10. **Fabric Update** – Paper on repairs and maintenance circulated before the meeting. Thanks to Rachel Clover and Verger team for managing this during Philip's sabbatical. Rachel confirmed the bike shed is now available. Pam thanked the team for new glass doors, which had made such a difference in Pilgrim's Kitchen ensuring access for all.
11. **Finance** – Stewart Alderman reported on the finances as at end of August 2019 – £24.5k surplus at this point. The costs of Deanery West Wing renovations will be defrayed over 10 years. The Church Commissioners have paid £111,000 so far, this is £7.5k more than expected. Donations from visitors were £57k (4k more than budget), including another increase in the contactless giving point. Income of £13k from Lego which is now a third of the way there with 66666 bricks and a profit of £8k, £13 profit on Pilgrim's Kitchen, the Shop was in profit by the end of August (3 months earlier than normal).
12. **Giving Group and Planned Giving update** - Liz Steele reported this was doing well but was £5k behind what was budgeted. The budget was perhaps too optimistic. 186 people are on Planned Giving, 386 people are on the Electoral Roll, Envelope giving averages at £21 per month, 93 people are still on standing order where the average donation is £51 per month. The Planned giving average donation is £72 per month. Continued push for Planned Giving will be after Sunday coffee by Chris Andrews and Chris Barlow. A Hand held device for collecting donations is coming soon. Tap machine can be used twice upto £10. Gift Aid being encouraged via tap machine shortly.
13. **Administrator's Report** – Sarah-Jane reported on staff – Tim Vaughan – Events and Marketing Manager starting on 14th October shadowing Stewart on the Harvest Festival. Tim will be working with Sarah Friswell on marketing the Cathedral. Interviewing for Dean's new PA Thursday 19th September. **Safeguarding Audit** was positive although some work needed on our culture of safeguarding. New Diocesan Safeguarding officer Karen Galloway has been appointed. More **Peer Reviews** coming up on other aspects of Cathedral life (apart from safeguarding). Reviewers will be Catherine Blacker, Rev Canon Dr Mike Williams from Exeter and Peter Hodgson. **Wellbeing Opportunities** post cards were shared among Forum Members. The Festival of Light new Carol Service on 11th December has two sponsors Kall Kwik and Nethergate Wines.

Now that the Library has closed good homes are being sought for the Library books. The Friends filing cupboard and desk to be re-sited. Library space to be rented out in the New Year

14. **AOB** – Val Moore noted the 2 **coffee machines** can be used by groups with training – but they must be cleaned on return. Judy Broadway asked why do we use ‘This is the word of the Lord’ after all scriptural readings? Matthew replied this highlighted the readings as a gift to us from the Lord. The Dean highlighted the **Hope into Action** meeting. People can contribute to houses for the homeless as a social investment over 5 years. Geoff House and Faith in Action will be taking this forward. **Suffolk Harvest** is on Sunday 13 October 2019 and is being done differently this year. Activities planned on the South Lawn after 10 o’clock Eucharist, Tractor Run, Hog Roast, A Procession down Abbeygate Street with giant vegetables and a model tractor made by scouts. Businesses are being encouraged to help along with private donations of food for drop-ins and night shelters. There will be a 2pm Songs of Praise in the Cathedral.

The meeting closed at 8.32 pm.

Louise Martin/September 2019

Forum dates 2019: Tuesday 12 November

2020: Wednesday 12 February Wednesday 17 June

APCM Tuesday 21 April - Edmund Room - (note new date)

Unless otherwise indicated all meetings are held in Pilgrim’s Kitchen at 7pm