

St Edmundsbury Cathedral



A thousand years of God's love in Suffolk

Minutes of the APCM meeting held on 4 May 2022 at 6:30pm

Dean Joe Hawes as Chairman began the meeting with a prayer. A chance to reflect on the events of last year.

Present: There were 42 members of the Cathedral community attending (names on file)

1. **Apologies:** Claire Allen, Tim Allen, Alan Broadway, Lorna Brook, Ann Brown, Penelope Carter, Cedric Catton, Margaret Catton, James Cockram, Julie Eaton, Adam Geileskey, Sarah Geileskey, Gray Elkin, Joy Knowles, Christine Kreckler, Jane Leung, Adrian Pitt, Barbara Pycraft, Alice Sheepshanks, Margaret Steavenson, Liz Steele.
2. **Minutes:** The Minutes of 28 April 2021 were approved with two minor amendments.
3. **Electoral Roll officer:** Thanks were extended to David Eaton who was reappointed unanimously. David reported that the Electoral Roll has 354 members a net increase of 7 from 347 members a year ago. We had 24 additions and 17 removals in that period.
4. **Re-Election of Churchwardens:** **Terry Stark** and **Barbara Pycraft** were re-elected and greatly thanked for continuing in their roles as Churchwardens since first appointed on 1 Jan 2021.
5. **Elected members of Forum:** Matthew Vernon gave thanks for the service of Sue Cockram and Valerie Moore who had completed 6 years of service. **Margaret Bond** and **Jane Leung** were elected to continue on Forum for a further 3 years. **Margaret Wheeldon, Liz Rowlands and Liz Steele** were elected for period of 3 years. Vice-Chair of Forum to be decided between Terry Stark and Barbara Pycraft.
6. **Lay and Clergy observers** to Thingoe Deanery Synod: Previous observers were **Lorna Brook, Margaret Ellis, Liz Steele, Michael Wilde** and **Catriona Brinkley** plus a member of Clergy. Margaret Ellis and Catriona Brinkley were confirmed as standing down. Philip Banks and the Cathedral Curate are confirmed as the clergy representatives and Lorna Brook, Liz Steele and Michael Wilde were duly re-appointed.
7. **Representatives to Churches Together:** **Pam Pitts** and **Margaret Steavenson** were re-appointed.
8. **Representatives to World Day of Prayer Committee:** **Jane Leung** and **Mandy Alderman** were re-appointed.

9. **Finance report 2021.** Sarah- Jane confirmed that the full Annual Report with 2021 accounts is available on the Cathedral website. An Annual Review summary has been produced and will be emailed out after the meeting. Chapter had set a deficit budget for just under £28k and as the accounts illustrate the 2021 general fund closed with a surplus of just over £87k. We applied for and received Heritage Cultural Recovery Funding of £72,800 and £10,000 from The Cathedral Music Trust which greatly helped.

We were very fortunate to receive a legacy from the late Beatrice Warren for which we appreciate and are most grateful. Contributions from the congregation planned giving along with the patrons provided £178k with a further £20k in gift aid which provides substantial needed income and support which is one of the reasons we will remain as a Parish Church Cathedral.

However there was a £14,000 loss on investments in 2021 which is now being managed by a charitable incorporated organization that has been set up called The St Edmundsbury Trust. They now oversees the investments and the portfolio has been transferred into a different fund. Chapter have revised their reserves policy and approved a new investments policy and financial management policy.

Dean Joe mentioned that we are renovating and making improvements to our properties to receive rental income in the future. The properties previously let to Sanctuary Housing are an ongoing challenge owing to a sitting tenant which will take some time to resolve. Although we own the property we only had a peppercorn rent for 25 years – but this is being reduced by 3 years thanks to negotiations because of the conditions of the flats.

All things considered we had an excellent year and we need to maximize our revenue from events which are being ably managed by James Stark our Head Verger along with Catherine Rayson our Marketing Manager. Regular finance meetings are taking place to ensure we keep on track for the coming year. With increasing energy costs, rising inflation and cost increases arising from the war in Ukraine budgets have been reset across the board. We are now forecasting a deficit of £8k for this year.

The Patrons scheme is being ably managed by Cressida Parsons our Philanthropy and Membership Manager. Unfortunately visitor income is not yet climbing back to pre-pandemic levels. We need to inspire people to donate at various points in the Cathedral fully utilizing the existing six electronic giving points.

Stewart Alderman – Director of Enterprises noted that Enterprises is a separate limited company. A number of directors come from outside the Cathedral from the realms of law, business and commerce. The Enterprise Board uses the Master Plan as its guide. A £46k contribution from Enterprises to the Cathedral was handed back last year. Utility costs and produce are increasing this year. Sustainability and carbon footprint reduction are key features for the coming year. The shop has been refurbished and we have had a good year but next year will be challenging.

Question on fuel charges – how this will affect us? A £40,000 budget has been set aside for this, although electricity charges have been capped, gas prices are more variable and vulnerable.

Can Gift Aid be claimed automatically on giving machines? Michael Wilde thought this was automatic if amounts under £30. This will be checked with Liz Steele and training on the giving machines will be given to Welcomers.

Can an amendment be made to the Annual report – to state Friends of Cathedral **Choirs** – plural? A question was raised on the wideness of the publicity for the Abbey 1000 events for those not connected with the cathedral.

10. **Dean's report** – Dean Joe gave the floor to various members of the management team - Sarah-Jane Allison reported on the work of **Cressida Parsons** encouraging new patron schemes, for example sponsoring choristers. Cressida has also launched the Chairs Appeal – with Gift Aid taking the total raised to just under 80% of the target to purchase 600 new chairs. Thanks expressed to all who have donated however small or large the amount. **Catherine Rayson** our new Marketing Manager with **Becky Luetchford** assisting part time have implemented a social media planner to ensure we reach wider audiences and are developing the website in line with the Master Plan to give a better user experience.

Sarah Friswell gave a report via Matthew Vernon. The Volunteers have been fantastic. Ancient Library and Treasury tours have returned and thanks were expressed to Sue and David Medcalf for archiving our inventory. A grant from the Cultural recovery fund has been used to produce QR codes in the Cathedral. We have a smart new welcome desk. Our first Cathedrals at Night event was introduced last year which over 200 attended.

Dean Joe reported that **Claire Cachelin** our new Childrens' Learning Hub Manager has been in post for six months and has managed to organize visits from 16 schools and 500 children into the Cathedral. She thanks all volunteers in this area. The Teach Rex event saw 180 visitors. Claire is looking forward to a human library event as part of the Adult learning opportunities under the guidance of Canon Michael Robinson. Michael's online Lent talks were also well received. Sarah is looking forward to the Manuscript exhibition, Abbey 1000 events and pilgrimages plus a new style of tour for those who require more assistance as part of our Dementia friendly review.

James Stark reported on events which were challenging until December when – G4 returned to the Cathedral and Jethro Tull generously raised £15k on the night of his concert. The Cathedral Christmas Market saw stalls in the Cathedral raising £6k and the same format will be repeated this year. The County Harvest celebration was scaled down but excitingly did include sheep and a tractor on the green. The East Anglian Beer Festival hosted by the Cathedral for the first time will be repeated as it raised £13k. The verger's team continue to offer live streaming with a new camera and sound system. James welcomed Lewis Wright and Steve Cole to the team and said good bye to Ted Simmons.

Question about crowds for the toilets during the Christmas Fair aiming to use portaloos in Abbey Gardens but toilet provision will always be a problem.

Question on Chair re-design – there has been work done, the pews are now thought to be out of the Gilbert Scott workshop not from a catalogue which will require us building a strong case to obtain permission to remove them. We will retain some pews in the cloisters. What was the idea behind removing chairs from side aisles? Dean Joe thought it gave a feeling of spaciousness to keep the side aisles clear. Some side aisle chairs will be available for Sunday services. A ledge for hymn books, spectacles etc will now be available. The kneelers will not be thrown away, we may have a rolling display of kneelers. It was also mentioned that chairs with arms would be beneficial for those with a limited ability to stand unaided. Leaning on the chairs in front may be a possibility here.

Sarah Geileskey reported via Matthew Vernon on the Hundleby Yard project now being managed by Jane Dow. At Easter 14 people were confirmed of which 9 were young people from the Cathedral. Young people now meet regularly to discuss issues. Diddy Disciples and Young Families continue to grow in numbers.

Philip Banks reported on Worship, our core activity with a richness of experience of preaching especially over Holy Week. Regular Choral Evensongs, Thursday meditation Eucharist and the Tuesday Healing Mass were also highlights. Richard Hubbard and the E-harmony project were providing a variety of worship. Music is one of the key experiences of a Cathedral. Tim Parsons the Director of music took up post a year ago and has recruited and developed young choristers and achieved the girls top line. Choir recruitment is mission through music – the fruits of this are also evident in the Sunday 9am All Ages Eucharist where a huge thank you was extended to Sarah Geileskey and Fiona Knapp for her use of Godly play.

Sally Gaze reported on the cathedral's part being played in the rural diocese. Rogation this year will be facilitated by our cathedral choir in Hoxne. Harvest will alternate with the County Show ground year on year. Having both venues enables experimentation and Graham Miles as the Lightwave chaplain has been an important role in the rural community.

Tim Parsons reported on his first year in post as Music Director, thanked all for their support especially at Evensong. Recently introduced 3 posts of Vicar Choral on the back row. Natalie Werner our choral scholar will be joined next year by an organ scholar. Thanks were expressed to the St Edmundsbury Singers who sing evensong every other Wednesday ably led by Richard Cook. The music department have recruited some excellent young people into the choirs. The recent tour of Choristers and Adults from the back row went to Wells and Bath which provided a good team building experience. The next tour will be Leipzig in October. Tim also has plans to record a new CD with the choristers when they are ready.

Cathedral Measure – a significant development for us. This will see a new constitution and set of statutes. A new framework which will make us a charity. In line with all Cathedrals the Council will be abolished and the Colleges of Canons will remain but without a legislative remit. Chapter will provide the legislative process,

Sarah-Jane Allison noted that a small working party was created and was consulting with Chapter and Council. A handout on the implementation process of the Cathedral Measure was distributed during the meeting. A lot of work has been done so far and we are on track to complete the process well within the allocated 18 months. Chapter Trustees will be appointed with the assistance of a new Nominations committee made up of at least four members to advise on Chapter recruitment. A new Audit Risk and Review committee will be created to review finances and the activities and management of the Cathedral which is a change in role from the current Council. The Finance committee will remain mainly the same.

Matthew Vernon noted there is no plan to change from being a Parish Church Cathedral. Forum will continue and will be strengthened. The Guild of St Edmund will be named in the Statutes. The number of Chapter members appointed by APCM will change from 4 to 2. The 2 Forum appointees may not necessarily be automatically the church wardens. There is a need for a broad spectrum of skills as Charity trustees to represent the town and diocese as well as the congregation. All Chapter members should attend Forum to encourage communication between the two groups.

Question – do we need more accountability to the people? 4 members from Forum rather than 2 might be beneficial here. There will be a balance between lay and clergy trustees. Non executive members must outnumber executive members. Two-thirds of non-executive members must be lay people. It is currently proposed to have 12 Chapter members in total. Comments and suggestions about the Cathedral Measure can be sent to Sarah-Jane Allison.

Dean Joe finished the evening by thanking the Pastoral care team and all his colleagues. He was delighted to note that our new Curate Anita Rooney will be ordained on 3 July. Terry Stark responded on behalf of the meeting by thanking Dean Joe for all his hard work.

The meeting finished with prayers at 8:30 pm.

Louise Martin/May 2022