

## **Guild of St Edmund Committee Meeting**

**Thursday 11 May 2023 at 10 am**

1. LM welcomed everyone to the meeting and MV led the opening prayers.
2. **Apologies** were noted.
3. **Minutes** of the meeting held on 19 January 2023 were approved with one small correction (Item 11 Gardening report – ‘reseeded’ not replaced). JH will be the representative for Shop and TIP.  
**Matters arising:** Kneelers – post-chairs. SD has asked about photographing all kneelers. There will be a kneeler action plan/working group. These will be needed for the inventory and needs to be done by the end of the year. There is still uncertainty about what to do. Visitors are very keen on the kneelers.
4. **Cathedral update**  
Pews and chairs – CFCE said no, so going back through process. There will be greater information given to them and we are hoping for approval this time. We are some months off this being a reality. Money is ring fenced for chairs.

Deanery – being investigated for sale. This is part of a broader plan looking at all properties.. The goal is to unlock a lump sum to ensure future financial stability and to ensure that there is suitable accommodation for residential clergy and staff. All options are being explored. 3 Crown Street now being rented out (from 5 June). Sanctuary Housing flats will not be available until the situation with tenants is resolved.

Contested Heritage – We are more aware of this now. The stories we tell are sometimes one-sided eg Gosnold. The goal is to tell a fuller more accurate story.

Coronation weekend – this was a great occasion and thanks to everyone who contributed to this very successful event – service and picnic.

We are now a registered charity from 2 May. New Constitution and Statutes came into force from 19 January. New Nominations Committee, Audit and Risk committee and a revised Finance committee have been appointed. All information of who does what is on the website.

Finance – a £88K deficit was originally set. By the end of April the deficit has been reduced to £500.

There has been a great increase in visitor donations. Thanks were extended for the training session and to volunteers for enacting that. There is still work to do, but this is very good. The Events budget is also up.

Finances are looking good especially Enterprises. The FOCC is also doing well due to more events.

5. **Cultural survey**  
The results of the survey were shared with the committee. The survey has results and commentary and some actions. The Leadership section indicated that people didn't

know who is who. All of this information is on the Cathedral website.

There will be a Communications meeting on 16 May attended by representatives of volunteer groups and Cathedral community.

This is a snapshot/temperature check. In a couple of years we may get a follow up survey. It is hoped to hold a 'marketplace' open day in the Nave, which will showcase all areas of the community of the Cathedral. This will link with values workshop and possibly Time and Talents. KJ is working on this – looking for a date (possibly end of September). Other bodies may want to be involved – eg FOC, FOCC.

There will be space for Faith discussions as part of marketplace (including Benedictine values). In response to the question 'Has the Chapter set other priorities (other than Communications)?', it was noted that at this stage, other priorities have not been set. Some actions are in hand – eg updating of the service booklet. You have to accept the comments even if they do not sit well.

We need to make an effort to find a representative from the St Edmundsbury Singers to join the Guild of St Edmund Committee.

The survey results were not broken down into staff and volunteers as it didn't allow for that amount of detail. There is the possibility of a separate staff survey. The survey had to be more general and cover all parts of the community. The hope is to bring the community together. It was a positive that all people did the same survey.

## **6. Volunteering update**

Recruitment has been good this year with many new chaplains following a recruitment drive. There are also a number of young volunteers joining either as part of the Duke of Edinburgh award, or for work experience.

There have been a number of development opportunities for volunteers, including face to face safeguarding training, a session on encouraging donations and a dementia awareness session. We are looking at our access, to ensure that we are open to all visitors, whatever their needs. SF has made a link with Suffolk Sight and is awaiting the results of an audit of how user-friendly we are for visitors with visual impairment.

## **7. Safeguarding**

Recruitment is taking place for the Safeguarding Committee. It was noted that DBS checks are now required every 3 years. Safeguarding training being done, some face to face.

It has been agreed to do some training with young people on safeguarding (age appropriate) to help them understand the issues.

There are new Safeguarding posters around the building which are more user friendly. (Please make sure you have seen them – and relay this information to your teams. It is everyone's responsibility).

## **8. Guild Annual Meeting – Tuesday 6 June 2023**

Various options were discussed and the following format was agreed:-

### **3.30 pm Optional pre-meeting activities**

Organ loft visits (or demo of organ)

Ancient Library

Guided tours

Vestments

#### **4.15 pm – Meeting**

Chair's report

Welcome to newcomers

Long service awards

Dean's perspectives

Kate Vernon will be asked to make a presentation on Hope into Action

This will be followed by Evensong (in the Nave) and supper in Pilgrims' Kitchen.

#### **9. Open Forum**

Guides – they have enjoyed 3 talks (divining St James, a refresher on practical skills, Bury Psalter). Some guides have worked on the new Royal connections leaflet.

Ancient Library – exhibitions in the Treasury link with other themes (eg Angels).

Wardens – there are more people at the Cathedral so the role is busy, latecomers can present issues. For large services we are being eco aware and using QR codes rather than printing lots of orders of service.

Gardens – It would be good to get a new gardener. The Judas tree, given in memory of Dean Neil Collings, was looking unwell. After care and attention it is now flourishing. The Remembrance Garden lawn has been re-seeded and the Beech hedge cut back. The (abbey) walls are in poor state and are awaiting treatment.

Chaplains – there has been an influx of new chaplains, not all retired, not all ordained. We now have cover on some Saturdays.

Welcomers – we need some more. There are gaps, often on Sundays. It is good that donations are up.

Learning Hub – there have been several schools visits (270 – mostly on Edmund or Easter programme) and family activities (111 on Elizabethan Half term). Messy Cathedral attracted 40. There is collaboration on joint events with Visits.

Shop - Sales are good for Easter and Coronation. Visitor numbers are up in TIP. It has been observed that patterns of visiting are erratic. There are some new volunteers but it is a struggle to cover weekends.

Sunday Morning Coffee has enough volunteers. They now use mugs which save waste. The Vergers offer invaluable support.

There are 17 event stewards with many offers of help for stewarding. The team enjoys being part of welcoming visitors. Several new events are on the horizon - Silent Disco, Summer Fete (8 July) finishing with Choir concert, Christmas Market. The Cathedral is hosting its first wedding fair on 13 May (they are paying us to use our facilities).

Vergers – There are two volunteer vergers. A new young volunteer will assist with livestreaming.

All the vergers doing a lot of hard work.

LEGO – We have reached the 112,000 brick mark. We may add in an additional shift per day now that the volunteer team is stronger.

10. AOB – The emergency contacts, filed on the database for each volunteer, will be updated by sending out a note with the AGM invite.

11. Closing Prayers were led by GP

### **Date of forthcoming meetings**

#### **Guild Committee**

14 September 2023

All at 10 am in the Chapter Room

#### **Annual Guild meeting**

Tuesday 6 June from 3.30 pm

#### **St Edmund Day meeting**

Monday 20 November at 1 pm