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| <b>HEXHAM ABBEY<br/>SECOND PCC MEETING 2010 - 2011</b> | <p>We have a vision<br/><b>of a world where God's love<br/>is enjoyed, celebrated and shared.</b></p> <p>Therefore it is our mission to become<br/><b>an open community of Christ's disciples,<br/>sharing our worship,<br/>engaging our faith with the world<br/>and offering our lives to serve God's kingdom</b></p> |
| <b>Date: 20 July 2010</b>                              |   |
| <b>Time: 1930</b>                                      |   |
| <b>Venue: The Monastic Workshop</b>                    |   |

### DRAFT MINUTES OF A PCC MEETING – 20 JULY 2010

**Present:** Canon G B Usher (Chair), Mr J Arkless, Mr P Binks, Mr J Brady, Mr H Everett, Mr S Guy, Miss N Horne, Dr M Howell, Mrs F Kelsey, Mr E Lovell, Mr P Myles, Mr D Ratcliff (Secretary), Mr J Robinson, Mrs V Watson

**In attendance:** Mrs J Musto, Mrs R Ogilvie and Mr P Standfield (Hexham Abbey Project Manager)

10.02.01 **Apologies for absence**

Apologies were received from Ms G Alexander, Rev J Anderson, Mr R Dallison, Mrs F Fannon, Mrs A Jeffries, Mr J B Jonas, Miss J Milner, and Mr R Thornton.

**Prayers**

were led by Rev A Currie.

10.02.02 **Minutes of the last PCC Meetings** (18 May and 13 June) and Standing Committee meeting held on 7 July.

It was agreed that these minutes were a correct record of the meetings and were signed by the chair.

10.02.03 **Matters arising from these meetings**

10.02.03.01 Tyrrell Bequest

The Rector spoke to a paper outlining various elements that would need to be decided including:

(i) Advice on the interpretation of the codicil to the will which is being sought from Sir John Blofeld. It was agreed that the Council would await the full advice which will then require careful reflection.

(iii) A financial strategy for short and medium term investment. Pursuant to our governing instruction of the Trustee Act 2000 (as the case may be) it was resolved that a Savings Account or Savings Bond be opened with £50,000 with Kingdom Bank Ltd, and that Kingdom Bank Ltd is authorised to accept instructions in accordance with the mandate given by the Charity trustees/directors from time to time. This would in the first instance be for a six-month notice period, the sum to be reviewed in six months.

The Council gave authority for the signing of cheques in this new account to

Action

DR

GBU  
RO

be Simon Guy, Graham Usher, Jane Musto and Rachel Ogilvie, with cheques authorised by any 2 signatories.

(iv) The scheme for the development of windows in the South Transept. The Rector outlined that since the paper was written advice had been offered by Durham Cathedral and Inspire Northumberland. The Council agreed the draft framework for work to be done noting that this may well evolve as further guidance was sought. In addition, they agreed the role description for a lead person to manage this project, first to be sought as a volunteer perhaps from within the congregation subject to the correct skills set, or alternatively someone to be employed part-time over a set period to be funded from the bequest and income generated from its investments.

10.02.03.02 St Mary's Lowgate

John Robinson had circulated a summary of actions to date. Following discussion it was resolved that he would send a final letter before action.

JR

10.02.03.03 Charity Trustees

The Secretary reported that all PCC members – coopted and elected – were now registered as trustees (with the exception of James Brady whose age prevented him from being a trustee).

DR

10.02.03.04 Faculty applications

John Robinson reported the progress of applications:

- Organ CCTV: now installed and working with some minor teething problems to be resolved.
- Slype door system: a push-pad system for entry and exit through the outer double and single inner doors had been proposed, but some concerns were expressed about the detail which the Rector would discuss with Richard Thornton. Dormer (Jarrow) were approved as contractors. It was noted that all funding had been secured through the generosity of the Hadrian Trust and Peter Ninnim.

JR

10.02.04 **Hexham Abbey Project**

The Project Managers' report to PCC was received.

Peter Standfield outlined the next steps with the Conservation Management Plan, noting that Tom Kelsey was leading the development work which would bring together the management of all aspects of the Abbey's heritage into one plan.

He also outlined the proposed purpose and composition of the Charitable Trust and sought approval and direction on a number of issues.

Arising from the Report, **it was proposed by Paul Binks and seconded by Hedley Everett and IT WAS AGREED that:**

FS/PS

- 1. The company be called and registered as "Hexham Abbey Heritage".**
- 2. The articles be written so as to require that:**
  - a. the company should always have a minimum of three directors and a maximum of nine;**
  - b. one director should be the incumbent, or a Church Warden or other person nominated and approved by both the incumbent and the PCC;**
  - c. all other directors should be appointed by the Board, subject to subsequent ratification by the PCC, and ensuring that the number of**

**directors who are PCC members is less than those who are not (apart from in exceptional circumstances such as initial establishment or wind-up);**

- d. all directors should be appointed for a term of three years;**
- e. one third of the directors should retire each year, by rotation, being then eligible for re-appointment, with no limit to the number of terms that could be served;**
- f. a minimum of two directors should be present to constitute a quorate meeting of the Board, or three if the total number of directors exceeds three (subject to further advice from Dickinson Dees);**
- g. as sole member of the company, the PCC should have the power to remove any or all of the directors**
- h. the three initial directors should be Graham Usher, Gill Alexander and John Robinson (all of whom had confirmed that they are willing to serve)**
- i. there would be a Company Secretary (initially John Robinson)**
- j. if the charity were to be wound up at any time, its assets should pass to a charity with similar objects, at the discretion of the sole member.**

10.02.05 **Honorary Treasurer's Report**

The Council considered the most recent Management Accounts, which were still forecasting a small outturn surplus. The Council gave authority for the signing of cheques in the PCC's main accounts to be Simon Guy, Graham Usher, Jane Musto and Rachel Ogilvie, with cheques authorised by any 2 signatories.

RO

10.02.06 **Honorary Secretary's Report**

The Secretary reported

- the receipt of the *Disaster Recovery Manual*. Thanks were expressed to Tom Kelsey for his work in the preparation of this manual.
- the involvement of the Abbey in the *Market Town Welcome Enabling Group*
- a letter from Bishop Martin on *The Ordination of Women to the Episcopate*.
- the forthcoming election of diocesan representatives on General Synod, for which Deanery Synod members will vote.

DR

10.02.07 **Court Services**

The Council considered the request from the Chairman of the Magistrates' bench to respond to the consultation regarding the proposed closure of the Hexham Magistrates' Court. The PCC agreed that it would not respond itself but would encourage parishioners to respond personally to HMCS on this issue with a note and weblink placed in the pew sheet.

DR/JM

10.02.08 **Clergy items**

Rev Alan Currie reported the Junior Church Review and asked the PCC's support to develop this same strategy to explore our midweek youth provision for young people (age 12+). This support was confirmed.

10.02.09 **Churches Together in Hexham Report**

The Secretary passed on the report from Pam Nobbs outlining current ecumenical initiatives, including the Harvest Hootenanny and the 400<sup>th</sup> anniversary of the King James Version of the Bible (2011).

10.02.10 **Deanery Synod Report**

The Council received a report from Hedley Everett and noted the Hexham Deanery training event, *Leading Worship*, a morning for lay people involved in leading worship, to be held on Saturday 2 October 2010 at St Cuthbert's Church, Allendale.

DR

10.02.11 **Lay Assistants**

The Council confirmed the nomination to the Bishop for Hedley Everett to be licensed to be a Eucharistic Minister to the housebound.

GBU

10.02.12 **Committee Reports**

10.02.12.01 **Property Committee**

Issues brought to the attention of the PCC:

- The Council approved the recommendation that the Abbey's perspex window guards (Quinquennial recommendation) would be replaced by wire guards, on a manageable annual programme. The cost for those to be completed in 2011 has already been approved in the budget.
- The Council approved the removal of the donations bell at the Slype entrance.
- The Council noted that the pointing of the north transept floor would go ahead, including the laying of timber over-flooring in the chair and stage store area.

RT

10.02.12.02 **Social Committee**

Issues brought to the attention of the PCC:

- The Council noted the very good Fun Day of Sunday 18 July, with good suggestions for future development.

10.02.12.03 **Aid and Global Issues Committee**

Issues brought to the attention of the PCC

- The Council welcomed the recent visit of Bishop Saulo and Ruth de Barros, and expressed thanks to the Bush and Binks families for their hospitality.

10.02.12.04 **Being Safe Committee**

Issues brought to the attention of the PCC:

- The Council noted that the recent fire inspection report would be sent to our insurers for comment.

DR/RO

10.02.12.05 **Learning and Discipleship Committee**

The Council welcomed proposals for the development of this committee and noted that it will meet on 9 October.

AC/DR

10.02.13 **Electoral Roll Officer's Report**

Nora Horne reported that there were two new members (Roll now 324).

10.02.14 **Any other business**

There was none.

10.02.15 **Date and Time of next meeting:**

PCC: 1930 Tuesday 21 September