



**MINUTES OF THE VESTRY MEETING
OF THE WAIKATO CATHEDRAL CHURCH OF ST PETER
HELD AT THE CATHEDRAL CENTRE, HAMILTON
ON 24th August 2022 at 5.30 pm**

PRESENT:	Julian Perkins, Mele Prescott, Bryan Bevege, Walter Crookes, Warren Turnwald, Peggy Koopman-Boyden, Doug Due, Andy Bryant, Dianne Cameron, Tas Scott, Yvonne Hall, Vivienne Thorpe.	ACTION				
APOLOGIES:	Bryan Smith, Dilip Matthan.					
WELCOME:	Bryan welcomed everyone to the meeting and Mele opened with prayer.					
MINUTES:	<i>That the Minutes of the Meeting of 27th July 2022 are confirmed as a true and correct record.</i>	DD/WT				
MATTERS ARISING:	<ul style="list-style-type: none"> • Trust Deed – Need to follow up with Bryan Bang. Who is taking the document to Standing Committee? Do we need Standing Committee approval before we appoint trustees? • Liquor License – no progress to date. • Safety training – de-escalation training. Viv has followed up with Wade a number of times, still waiting for him to get back to us. • Community Christmas Lunch. Julian feels it would be a good thing to do. However, we are struggling with resources. Chartwell have offered to look for volunteers to help. Bryan Bevege to speak with Alex Fahey who may be available. Another thought would be to approach Waikato Polytech hospitality tutors to see if they had a student who may be willing to take this on. This needs a project manager. Suggested that we send an email to Vestry members to consider who we can shoulder tap to take on the coordinators role. A chef would also be essential to the success of the event. Final decision to be made before next meeting. 					
CORRESPONDENCE: Inward and outward	<p>Circulated at the meeting in file and tabled.</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Inward</th> <th style="width: 50%;">Outward</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • Letter from LoFT re leaks Discussed under maintenance. </td> <td> <ul style="list-style-type: none"> • Email to Joel Rowse re application for Faculty • Cecily Shaw – letter of variation </td> </tr> </tbody> </table> <p><i>That the Inwards correspondence be received and Outwards be approved.</i></p> <p style="text-align: right;">CARRIED</p>	Inward	Outward	<ul style="list-style-type: none"> • Letter from LoFT re leaks Discussed under maintenance. 	<ul style="list-style-type: none"> • Email to Joel Rowse re application for Faculty • Cecily Shaw – letter of variation 	
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DEAN'S REPORT:	<ul style="list-style-type: none"> • Dean's report was tabled. • Points of discussion: 					

	<ul style="list-style-type: none"> ○ Policy for baptism. Julian is concerned about people asking for baptism who are not affiliated and have no meaningful relationship to the church but want to get into Dio. He will speak to Stephen Black ○ Child Protection Safeguarding Office. At present the Cathedral does not have a Safeguarding Officer. Yvonne Hall offered to take on that role. They will meet to discuss. ○ Sound system. This is an ongoing source of frustration considering the quality of the music being produced. Bryan Bevege to follow up with Russell Frikar. ○ Chapter. It is Julian's intention to get the Chapter working again. Part of its role is to link us with the Diocese. 	
ASSISTANT PRIEST'S REPORT:	<ul style="list-style-type: none"> ● Mele's report was tabled. <ul style="list-style-type: none"> ○ Mele has decided it is time for her to move on from the Cathedral. ○ She is applying for a chaplaincy role. Just waiting to hear back from Middlemore Hospital ○ Bryan Bevege thanked her for her hard work over the last two years and passed the best wishes and blessings from Vestry. 	
HEATH & SAFETY:	<ul style="list-style-type: none"> ● There have been no incidents. ● Concern raised about tarpaulins and towels on Cathedral floor when it rains. ● There have been no issues involving the court case. The police are still patrolling the grounds randomly. ● Bryan Bevege to thank the police. 	
WARDEN'S REPORT:	<ul style="list-style-type: none"> ● There was a short verbal report. ● Walter expressed concern at volunteers not turning up for services. He needs email addresses to send out reminders. ● We received good feedback from a visiting family about the care they received. 	
FINANCE REPORT:	<ul style="list-style-type: none"> ● Warren is still producing manual reports. TML computers are down. We have still not received accurate financial reports and it makes it difficult to be clear about our financial position. Julian has spoken with Sue Burns and Val Riches and we will resend the letter to ++Philip. ● Cash flow appears to be okay at present. ● Investment income has had three consecutive increases and we are over budget in investment. ● Warren noted that the cost of gas has nearly doubled since last year. Tas to check various power supply websites. <p><i>Moved that accounts as listed be approved for payment and financial report be accepted.</i></p> <p style="text-align: right;"><i>CARRIED</i></p>	WT /TA
FINANCE SUB-COMMITTEE:	The sub-committee did not meet.	

<p>MAINTENANCE COMMITTEE:</p>	<p>Warren gave a verbal report:</p> <ul style="list-style-type: none"> • The maintenance committee has not met this month. • There have been a number of issues, particularly the leaks in the Cathedral. Plumber has been off sick and has not returned Warren’s calls. • Issues include cracking tiles and flashing that is breaking down. • Warren has not been able to get hold of Chris or BECA. • Warren has done a temporary repair over the Lady Walsingham Altar. • For health and safety, during wet weather we need to block off that aisle where the water pools. • Repairing the roof will require the use of a cherry picker. • One thought was to ask the engineers if it was possible to repair the roof on condition it did not impinge on seismic activity. • Response to LoFT: <ul style="list-style-type: none"> ○ We understand their concern regarding the leaks in the Cathedral. ○ Our usual plumber has been off sick. ○ Permanent solution is to replace the roof. We will be asking the engineers if it possible to repair the roof without impinging on the seismic activity. ○ It was suggested that we move the Welcome Banner from its current position. Perhaps hang it over the pulpit. ○ We are aware of the concerns raised with about people with mobility issues walking down that aisle. It has been suggested that the aisle be roped off during wet weather. • We have applied for a Faculty to put a plaque in the Sanctuary for Keith Lightfoot. <p><i>Moved that Vestry approve granit plaques for Keith Lightfoot and Annette Solly for the Memorial Garden.</i></p> <ul style="list-style-type: none"> • Annette Solly left some money to the Cathedral for the disabled which has not been used. Doug Due and Peggy Koopman-Boyden to meet with Warren about how we can use that money, specifically for disabled parishioners. 	<p>WT / DC</p>
<p>GENERAL BUSINESS:</p>	<ul style="list-style-type: none"> • Vestry member photos – still waiting for those • Daryl Smart – Julian would like to see Daryl’s licence brought back to the Cathedral. <p><i>Moved that we apply to have Daryl Smart licenced to the Cathedral.</i></p> <p style="text-align: center;">CARRIED</p> <ul style="list-style-type: none"> • Written reports – Dianne Cameron commented how much she appreciated receiving the written reports prior to the meeting. • Minutes to go up on the noticeboard once they are confirmed. • Agenda to be numbered. • Succession Planning – Dianne Cameron would like to see a ‘think tank’ on pulling in younger parishioners to help with some of the tasks that need doing. We need to target younger people and be more intentional. Dianne and Yvonne offered to help with this. 	<p>JP / AB</p>

	<p>Start with a 20 minute brain storming session at the September meeting.</p> <ul style="list-style-type: none"> • Reg Nicholson – Bryan Bevege was approached in response to Keith’s plaque. Reg started as curate at the Cathedral and had a long relationship with the Cathedral. We need to look at the principle of putting up a plaque to commemorate someone rather than the person. This needs more discussion. Julian to discuss with other Deans about their experience – how did they resolve this? What principles did they use? • Children’s’ Ministry is very fragile at the moment. Cecily will be away November and December and we have no back-up. With Advent and Christmas approaching we need to look for someone to support Cecily with the Children’s Ministry. • Scout Parade will be on Sunday 18th September. If we have enough safety officers we have permission to take the scouts up the bell tower. • School crests – Andy Bryant asked if we could have the school crests of the Anglican schools put up in the Cathedral. They are a part of the Anglican community. Invite headmasters to come when their school choir comes to the Cathedral. Will need to check if a faculty for crests has already been applied for. Looking at ways of building relationship with the schools. • Prayer list – Julian would like to see a list of people who need prayer in the pew sheet. • Kneeling pads – Doug Due asked if the kneeling pads could be put in a different place as they are a distraction when they fall off the hooks. Walter suggested they be put under the shelf. • Toilets being used during services. It was raised that with the door of the centre locked, not many people know where to get the key from to access the toilets. A notice to go back into the pew sheet and on the noticeboard. 	
NEXT MEETING:	The next meeting will be held on <u>28th September 2022.</u>	
	The meeting closed at 7.50pm with the Grace.	

Signed: _____

Date: _____