

**MINUTES OF THE VESTRY MEETING
OF THE WAIKATO CATHEDRAL CHURCH OF ST PETER
HELD AT THE CATHEDRAL CENTRE, HAMILTON
ON 22ND JULY at 5.00 pm**

1. **PRESENT:** The Very Reverend Wendy Scott [Chair], Walter Crookes [People's Warden], Andy Bryant, Jill Bindon, Evan Harris, Kath Barnsley (Dean's Warden), Rev. Wendy Tyrrell
2. **APOLOGIES:** The Reverend Canon Bryan Smith, Dilip Kurien. Warren Turnwald, Brian Bevege, Tas Scott.
3. **WELCOME:** The Dean welcomed those attending, and opened the meeting in prayer.
4. **MINUTES:** *"That the Minutes of the Meeting of 24th June 2020 are confirmed as a true and correct record.*
5. **MATTERS ARISING:**
STRANDZ Child Protection Policy and Vulnerable Adults.
The folder has now been updated with all the necessary info and charts. Tas Scott to arrange training if and when necessary for coordinators.
A review to be carried out annually.
6. **CORRESPONDENCE:**
Inward and outward – circulated at meeting in file and tabled

"That the Inwards correspondence be received and Outwards be approved." **CARRIED**
7. **DEAN'S REPORT:** Verbal – August 23rd is installation of new Priest - Mele Prescott - at Evensong. Prior to installation she will attend "The Abbey" retreat for 2 days – August 21st & 22nd. Accommodation still to be found will initially stay with a member of Hemi Tapu.
8. **HEALTH & SAFETY** – No meeting Report
9. **WARDEN'S REPORT** – Circulated and Tabled
10. **FINANCE REPORT:** This had been circulated and with the absence of Warren it was moved.
That the Financial Statements as at 30th June 2020 be received **CARRIED**

That the Creditors listed on the Schedule of Creditors for June 2020 be paid in July totalling \$13440.11 **CARRIED**
11. **FINANCE SUB-COMMITTEE** – No meeting
12. **MAINTENANCE COMMITTEE REPORT:**
A copy of the Seismic Strengthening Programme was circulated.

It was moved that BECA be appointed as the structural engineer and project manager for the seismic upgrade **CARRIED**

It was moved that the signing be approved of a stage one contract with Beca to enable commencement of stage one design concepts to proceed with a monetary expenditure authority of up to \$130,000.00 **CARRIED**

It was moved that Vestry approve the signing of a contract to formally engage Paua Architects Ltd as the local heritage Architect **CARRIED**

13. GENERAL BUSINESS:

Managing Conflict – to be put in Pew Sheet

AGM – 9th August after 10 am service

Teddy Bear’s Picnic – Jill to be in charge of Honey Sandwiches

Kath to get BBQ requirements.

Networking Event 27th July – Kath & Viv to arrange food.

Evacuation Drill needs to be organised.

Dean Wendy has applied to St. John’s Trust for money to employ a Digital Communications Administrator - \$12000.00

14. NEXT MEETING:

The next meeting will be held on **Wednesday 26th August 2020**

15. GOOD NEWS AND THINGS TO CELEBRATE:

Good to have Dean Wendy back in good health.

The meeting closed at 7.10 pm with The Grace.

Signed: _____

Date: _____