



**MINUTES OF THE VESTRY MEETING
OF THE WAIKATO CATHEDRAL CHURCH OF ST PETER
HELD AT THE CATHEDRAL CENTRE, HAMILTON
ON 22ND JUNE 2022 at 5.30 pm**

PRESENT:	The Very Rev'd Julian Perkins, Bryan Bevege, The Rev'd Mele Prescott, Andy Bryant, Doug Due, Warren Turnwald, Dame Peggy Koopman-Boyden. Tas Scott arrived late.	ACTION				
APOLOGIES:	Dilip Matthan, Walter Crookes					
WELCOME:	Bryan welcomed everyone to the meeting with a special welcome to Julian Perkins to his first official Vestry meeting as Dean and Dame Peggy Koopman-Boyden.					
MINUTES:	<i>That the Minutes of the Meeting of 25th May 2022 are confirmed as a true and correct record.</i>	WT/DD CARRIED				
MATTERS ARISING:	<ul style="list-style-type: none"> Liquor License – no further action. Bryan has discussed with council the idea of applying for a special license as a venue which would cover numerous events Tapping donation hardware – still working on this. It may be that we can use our current company and their machine. Warren to follow up Courts – topping of trees – Viv to follow up progress with the courts Safety training – last year it was suggested that we should run de-escalation training for staff and volunteers. It was felt that it was a good idea to look at again. Viv to follow up and check with Wade Aukett what size group they could accommodate, include Wardens and Welcomers and key people at each event Organ repair – thanks to Warren and Tas for sorting out the organ. We now have a spare power supply. 					
CORRESPONDENCE: Inward and outward	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Inward</th> <th style="text-align: center;">Outward</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> L Nanson – ongoing issue and under management WDHB – COVID notification – DHB has sent 100 masks and 100 RAT tests </td> <td> <ul style="list-style-type: none"> L Nanson – response B Bevege – email to police – discussed under General Business </td> </tr> </tbody> </table> <p>Circulated at the meeting in file and tabled. <i>That the Inwards correspondence be received and Outwards be approved.</i></p>	Inward	Outward	<ul style="list-style-type: none"> L Nanson – ongoing issue and under management WDHB – COVID notification – DHB has sent 100 masks and 100 RAT tests 	<ul style="list-style-type: none"> L Nanson – response B Bevege – email to police – discussed under General Business 	WT/AB CARRIED
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ASSISTANT PRIEST'S REPORT:	<ul style="list-style-type: none"> Two things for Mele: 					

	<ul style="list-style-type: none"> ○ COVID packs – these are still happening and Mele is overseeing these. ○ There are now new updates for Sunday services. ● Installation Service: <ul style="list-style-type: none"> ○ Thanks to Viv, Pat and Ethos for the catering for the installation service. ○ It was a beautiful service and well attended. ○ The parish came together and prayed for Julian and Anna over 17 days after the announcement. Mele gave him a list of those who prayed. ○ Mele is very excited to work with Julian. ○ She has been away for Julian’s first two weeks. ● Julian has had an exciting start and felt that the welcoming has been amazing. ● He had his first funeral on Friday and he was grateful that people stepped up if they noticed things that needed doing. ● He spoke to his paper on ‘Prophets of a future that is not our own’. It makes it clear we are not in control, we are not the Master Builder and that sets us up to be to do what we do well. <ul style="list-style-type: none"> ○ A church grounded in humility is the church that will flourish. ○ We need to identify what is it that the Cathedral is good at and do it well, and recognise that we can’t do it all. ○ The Cathedral is distinctive. ○ We need to offer variety. ○ We already have our unique place and we need to build on that. ○ The Cathedral does have some major challenges ahead. ○ He noted that one of the amazing things about this congregation is that they support their Deans. ○ We need to be smart about how we work. ○ Our worship is something people can tap into. ○ Vestry is the leadership of the congregation. ○ From his document, he spoke about the CPAS chart – Grow in Christ-likeness. We do not need to do the six things of the leadership donut but we do need to ensure that they are happening in our congregation. ○ The Nevada model is very clean on developing new leaders. ○ Julian spoke about his pet priorities that may have a place at the Cathedral. 	
<p>HEATH & SAFETY:</p>	<ul style="list-style-type: none"> ● No serious harm incidents reported ● Main health issue is managing COVID ● Issue was raised about the tapu mats which were laid down for Julian’s installation. Concern was raised about those parishioners who have mobility issues. These are only used for special occasions, it is a symbolic gesture. These mats should be taped down when used. 	

<p>WARDEN'S REPORT:</p>	<ul style="list-style-type: none"> • There was no written report from the Wardens. • Bryan acknowledged the installation service and how well that went and thanked Julian for putting the service together. • He thanked both Julian and Anna for accepting the position of Dean. • Last month was very emotional for the Cathedral with farewelling both Blythe and Bishop David. Bryan acknowledged that Mele, Viv and Warren have been the consistent presence through transition. He has received comments from the congregation who have appreciated their consistent presence. • He raised Bishop David's thoughts – does the Cathedral become more like a minster, supporting smaller congregations such as Taumarunui and how would that be funded? Archbishop Philip to take that under consideration. • He acknowledged that Walter Crookes was unwell and that Vestry send him their prayers for recovery. • He made two final points: <ul style="list-style-type: none"> ○ Elliot Tuck has recently sat his final accountancy exam. He may be able to assist Warren with the finances. ○ Walter, Julian and Bryan have met and Julian has asked that if he is doing something outside the normal, please let him know. Julian works collegially and is not looking at changing things. 	
<p>FINANCE REPORT:</p>	<ul style="list-style-type: none"> • Warren gave a verbal report. He handed out an amended givers statistic sheet as the one he gave at the AGM was incorrect due to one month's giving being recorded twice which threw the statistics out. • It was noted that monthly giving was very low. There was a discussion around the question of 'how much should we give?' The traditional idea was 10% of income. Peggy happy to speak to older members. • The Dean and Warren will do some calculations of what a helpful amount would be to give each week. • Income – DC's and parking consistent. <p style="text-align: center;"><i>Moved that accounts for payment of \$39,909.67 as presented be approved. CARRIED</i></p> • Warren advised Vestry that he has received some accounts from TML but that he was not happy with that accounts as presented. There were errors in the coding. Investment income has not been accrued. There have been a number of staff changes at TML recently which has impacted on the quality and speed of reporting. Bryan Bevege suggested that a letter from Vestry be sent to Archbishop Philip raising concerns as these were becoming problematic. It was noted that this was affecting other parishes as well. Julian and Warren to draft a letter which will be signed by Julian and the Warends. One set of accounts for five months was not acceptable. It was felt that the issues with TML were jeopardising professional accounting best practices. It was noted that Synod moved that all parishes must be a part of the TML accounting scheme. 	<p style="text-align: center;">WT/TS</p>

	<ul style="list-style-type: none"> • Insurance – Warren advised that the Cathedral is insured through the Anglican Insurance Board which is underwritten by Lloyds of London. We have been given a special rate because of seismic strengthening. There has been some discussion around how long the process of seismic strengthening is taking and we are now only going to be covered for demolition value and have been asked to have a valuation of the Cathedral completed. This has been done. The insurers are now asking for a Replacement Valuation. This is difficult to do and no insurance valuer that Warren has spoken to is prepared to do that. We could ask a Quantity Surveyor to do that at a cost of \$12,000 - \$15,000. Currently the Cathedral is insured for demolition value. The issue is partial damage. When repair costs could exceed the Functional Replacement Valuation provided above. Heritage NZ will have an impact on the issue of insurance. Warren is looking for a compromise on the issue. • Hamilton City Council has made a Heritage Grant of \$13,000. • Deanery – The Trust Board is going to invest the proceeds of the sale of the Deanery on our behalf. Warren has asked for reimbursement of refurbishment costs in preparing the Deanery for sale. • Credit cards – there are a number of regular and annual expenses that are paid through personal credit cards, eg website subscription. This can be a problem if that person leaves. <p><i>Moved that Vestry give Warren the authority to explore either a debit card or credit card whichever is the safer option. CARRIED</i></p> <p><i>Moved that his financial report be received. CARRIED</i></p>	<p><i>BB/JP</i></p> <p><i>WT/AB</i></p>
<p>FINANCE SUB-COMMITTEE:</p>		
<p>MAINTENANCE COMMITTEE:</p>	<ul style="list-style-type: none"> • Warren gave a verbal report: <ul style="list-style-type: none"> ○ He thanked Tas for fixing the organ and organising the power supply unit. ○ Seismic Strengthening – there has been a good meeting with BECA and the fundraising committee. We now have several options, which may save some money such as the new Choir Vestry being linked to the Cathedral and becomes part of the structural integrity of the building. He has asked BECA to meet monthly. The cost of this exercise to date is \$13,000. We now have a new architect – Antanas Procuta. • Maintenance workshop scheduled for this weekend. There was a discussion around the causes of the leaks in the Cathedral and what damage is being caused to the wood and concrete inside the Cathedral. Guttering is not the main issue. Much of the issue is old flashing on the side of the tiles on the roof. Warren was asked what assessment has been done on the gutters. Warren responded that all gutters have been checked and repainted. Some of the issue is around the down pipe and rainhead by the organ loft. The plumber has been up but has not found a leak in that area. There is a new leak by the Lady Walsingham and it looks like the downpipe and gutter there is blocked. Warren to check. Main issues are ancient flashing and cleaning gutters. Warren was asked for an assessment 	

	<p>and a written report on the issue. The roof above the organ loft is slightly concave and so water sits on the roof during the winter months. With the seismic work at least five years away, is there a short term solution. Warren pointed out that to do anything on the roof of the Cathedral would require full scaffolding. Warren was asked to get the plumber to do an assessment.</p> <ul style="list-style-type: none"> • Seismic strengthening – Dame Malvina Major is the Patron of the fundraising committee. 	
<p>GENERAL BUSINESS:</p>	<ul style="list-style-type: none"> • Leaks – covered under maintenance. • Police and pending court case. When Bryan Bevege arrived at the Cathedral on Monday for the staff meeting he saw a police officer and two court people walking around the Cathedral grounds. He was advised that there was a significant court case starting on 15th August. Bryan followed up with the police officer and asked them to let us know what they were expecting. While he could not go into detail, the police were expecting rioters, gang terrors, trespass, possible assaults, disorderly behaviour and threats/intimidation. This raised the issue of the safety of staff, volunteers and parishioners at the Cathedral. The police were seeking to put some prevention measures in place to move people along and away from the Cathedral grounds and is asking for the Cathedral to give the police the authority to trespass anyone they consider a risk off the premises. Julian asked that this was a conversation we need to have with Archbishop Philip. Julian will lead this conversation and he and Bryan will liaise with the police. It was suggested that we block the driveway off. • Digital Communications and publicity: This issue was raised after the resignation of Eon Malan. Eon was producing the monthly newsletter and advertising posters. Viv to research documents on what Eon was employed to do and produce a job description. • Live streaming of services was discussed. Live streaming is more about having the correct equipment. Julian recommended that we talk to people who set up Cambridge. Setting up the microphones is much harder than setting up the cameras. SBI have been up to do an assessment and have given a quote. Bryan to contact Russell Friker and ask him to contact Julian. There was a debate about which type of live streaming service would we offer – open or limited to parishioners. Privacy issues were also raised. • Schools: Andy Bryant asked if invitations were sent to principals, deputy principals and head boy/girl when school choirs come to sing at the Cathedral. Perhaps these people could be invited to do a reading at the service. Part of Mele’s role is to liaise with the schools. Mele and Julian to follow up. • Winter Camp: Warren said although the numbers were small at the annual winter camp, it went very well. • Hamilton Christian Nightshelter Trust: Warren has received a letter from the Trust seeking sponsorship. We already support the men’s shelter with the provision of a meal once a week as well as giving \$125.00 per month to the Hamilton Christian Foodbank. A note is to 	

	<p>go into the pew sheet saying we have been approached for support and would parishioners like us to support the Trust.</p> <ul style="list-style-type: none"> • Trust Deed – St Peter’s Cathedral Foundation: A trust deed has been prepared by Bryan Bang and this needs to be reviewed. Before it can be signed off it needs to go to Standing Committee. Bryan Bang suggested that the Cathedral needs a second foundation. • Auckland Youth Orchestra Concert: A piano will be delivered on Thursday for the concert and will be collected on Monday. • Sub-committees for the Cathedral: Julian asked if Vestry require groups to report back to Vestry, eg choir, bell ringers. He felt it would good to have a reports from each group. Warren felt that the bell ringers were struggling a little with finding members for their team and feeling a bit isolated. • Issue of wellbeing of elderly parishioners was discussed along with parking and more accessibility. • Christian Education – this will initially fall to Julian and Mele. 	
NEXT MEETING:	The next meeting will be held on <u>Wednesday 27th July 2022.</u>	
GOOD NEWS AND THINGS TO CELEBRATE:		
	The meeting closed at 8.45pm with the Grace.	

Signed: _____

Date: _____