



**MINUTES OF THE VESTRY MEETING
OF THE WAIKATO CATHEDRAL CHURCH OF ST PETER
HELD AT THE CATHEDRAL CENTRE, HAMILTON
ON 28th September 2022 at 5.30 pm**

1. PRESENT:	Julian Perkins (Chair), Mele Prescott, Warren Turnwald, Peggy Koopman-Boyden, Doug Due, Dianne Cameron, Tas Scott, Yvonne Hall, Vivienne Thorpe.	ACTION
2. WELCOME AND APOLOGIES:	Julian welcomed everyone to the meeting and opened with prayer. Apologies noted: Bryan Bevege, Dilip Matthan, Andy Bryant, Walter Crookes. <i>That apologies be accepted. CARRIED</i>	PKB /WT
3. MINUTES:	<i>That the Minutes of the Meeting of 24th August 2022 are confirmed as a true and correct record with the following correction:</i> <i>Kneeling pads – it was noted that there is an issue of the kneeling pads being so light that they fall off the hooks very easily. CARRIED</i>	<i>Moved from the Chair</i>
4. MATTERS ARISING:	<ul style="list-style-type: none"> i. Liquor License – Warren has spoken to Ross Murphy, the Liquor Licensing Officer. Ross would be happy to come to a staff meeting. Warren to arrange. ii. Safety training – de-escalation training. There has been no progress on this. Look to ask other contacts, Peter Sampson or Jane Manson. Julian to pass on contact details. iii. Community Christmas Lunch. Carol Webb has accepted the role of coordinator for the lunch. Still looking for a caterer/chef. It was noted that Montana provided resources in previous years. iv. Hire agreement form – Viv and Warren to follow up. v. Reg Nicholson plaque – There was some discussion around where such plaques could go and what the criteria would be. It was felt that it would be done on an individual basis. <i>Moved from the Chair that a plaque be placed in the Cathedral for Reg Nocholson. CARRIED</i> vi. Alternative power – Tas Scott was tasked with comparing energy supply prices. Genesis was the best option. Tas was thanked for his research. 	
5. CORRESPONDENCE: Inward & outward	Circulated at the meeting in file and tabled. Inward: <ul style="list-style-type: none"> i. Central Communications re telephone system. The quote received from Central Communications will incur ongoing costs. We need to get another quote. 	

	<ul style="list-style-type: none"> ii. Response from ++Philip to letter of concern. He suggests we speak with Sarah Hipkiss, CFO of TML. iii. HCC – Municipal Pool Update. iv. Foodbank – we have received a letter of thanks from the Hamilton Combined Christian Foodbank. <p>Outward:</p> <ul style="list-style-type: none"> i. Letter of concern regarding account reporting to ++Philip. ii. Response to letter from LoFT. There was a discussion around taking the banner down and storing the banner for a time. Kaye and Chris Nielson will arrange for the banner to be taken down. <p><i>That the Inwards correspondence be received and Outwards be approved.</i> CARRIED</p>	
<p>6. FINANCE REPORT:</p>	<ul style="list-style-type: none"> i. Warren is still producing manual reports. ii. TML computers are down now. iii. No budgets have been received as promised. Some of the reports are not correct. iv. August giving was the highest all year. Envelopes are well down as is cash donations. DC giving is stable. v. Warren have been tracking main income thread to measure consistency. vi. The bottom of the report on page 5 is not showing all departments. vii. Warran has gone through 65 pages from the general ledger and has found numerous coding errors including errors relating to the shop, bell ringers and Heritage Fund. viii. There is an entry relating to WTB 1190 Victoria Street which is incorrect. It relates to the \$100,000 drawn down from investments. ix. WIP \$22,000 has not been taken as a capital figure. x. The Deanery is still showing on the depreciation schedule. xi. The current state of the accounts will cause ongoing issues, particularly for funding applications. xii. Julian to write to TML in consultation with Warren. Vestry feels it is time to have a face to face meeting with TML. xiii. A note of thanks was recorded to Warren for his work through these difficulties. xiv. <i>Moved that accounts as listed be approved for payment and financial report be accepted.</i> CARRIED 	
<p>7. DEAN'S REPORT:</p>	<ul style="list-style-type: none"> i. Dean's report was tabled. ii. Points of discussion: iii. Julian still has to arrange for a Chapter meeting. iv. He was asked if he felt he was getting enough support. Julian said he was greatly encouraged at present however Vestry need to be thinking about strategy after next AGM. 	

	<ul style="list-style-type: none"> v. Supervision was discussed. vi. Issue of press turning up at the Cathedral after the death of Queen Elizabeth. While they were very good at asking people whether they could take their picture, they did video the recession and used it in their article. vii. Safeguarding – the Cathedral is not meeting its obligations. Yvonne Hall has agreed to become the Cathedral’s Safeguarding Officer. The Diocese has accepted Strandz policy however there is little training available. Julian’s vision is to see the Cathedral become a training centre. Julian, Yvonne and Dianne to meet within next fortnight. 	
8. ASSISTANT PRIEST’S REPORT:	<ul style="list-style-type: none"> i. Mele’s report was tabled. ii. Mele said a recent highlight was the Scout Parade. It was a great service and there was a great contribution to the foodbank. iii. The visit by Joel Rowse and his ground was great value. iv. Mele was congratulated on the number of baptisms she has recently performed. v. This was her last meeting. 	
9. WARDEN’S REPORT:	<ul style="list-style-type: none"> i. There was a no report. 	
10. MAINTENANCE COMMITTEE:	<ul style="list-style-type: none"> i. Warren gave a verbal report: ii. The maintenance committee has not met this month. iii. We have received a letter from the Council regarding Earthquake Prone Buildings. Council will issue a banner stating that the Cathedral is an EPB. Noted that the choir vestry was the weakest area. iv. Warren is meeting with Antanas. He has caught up with Chris Twaddle. v. Still waiting for the plumber to come with a cherry picker to repair the leaks. 	
11. HEATH & SAFETY:	<ul style="list-style-type: none"> i. There have been no Cathedral incidents however it was noted that a member of Hamilton Civic Choir fainted during the recent concert. 	
12. SAFE GUARDING:	<ul style="list-style-type: none"> i. Discussed under Dean’s Report 	
13. GENERAL BUSINESS:	<ul style="list-style-type: none"> i. Trust Deed – we need to appoint trustees. Suggested names: ii. Gary Salmon, Dame Malvina Major, David Wilson, Victoria Mann, Ray Harlow, Elizabeth Bang (Diocesan Trust Board), Tas Scott (Vestry), Tim Saunders. iii. Need to define the role of the Trust Deed. iv. Arocha-Eco Church. Julian would like to do an assessment of our church for the environmental impact and work towards improving that. Julian would like to get a group together and come back with a proposal. v. Tear Fund – the Cathedral has sponsored Tear Fund children and one child has now aged out. Do we want to sponsor another child? Notice to go into the newsletter 	

	<p>asked for someone to take on responsibility for corresponding with the child.</p> <p>vi. Young Church – need to think about replacement for Cecily.</p> <p>vii. The issue of a new coordinator for the Young Church led onto a discussion around succession. Dianne Cameron keen to discuss with group leaders about succession planning and their needs. Yvonne Hall happy to help.</p> <p>viii. Dianne also asked if we could invite other parishes to have a themed Evensong, perhaps an anniversary or memorial service. The parish could chose the hymns. Julian saw this as part of the Chapter role.</p> <p>ix. Narcotics Anonymous. We have been approached about setting a new weekly group meeting for Narcotics Anonymous. Vestry supported this idea. There will be a review in 6 weeks and no charge for the first 6 weeks.</p> <p><i>Moved from the Chair that Vestry give permission for Narcotics Anonymous to have a weekly meeting with a review in 6 weeks.</i></p> <p style="text-align: right;">CARRIED</p>	
NEXT MEETING:	The next meeting will be held on <u>23rd November 2022.</u>	
	The meeting closed at 7.45pm with prayer for Rev'd Mele Prescott and the Grace.	

Signed: _____

Date: _____