



*Celebrating and reflecting God's love through  
our lives, worship and music*

**Minutes of the Annual Cathedral Community Meeting held in the Cathedral  
Sunday 27 September 2020 at 11.30am**

**Present:** 33 qualified and enrolled electors, 3 community members and 3 clergy under the Chairmanship of the Dean, the Very Revd Nicholas Henshall.

**Welcome and Introduction**

The Dean welcomed everyone to the meeting which took place immediately following the Cathedral Eucharist.

**1. Apologies**

Apologies for absence were received from 16 members of the congregation.

**2. Minutes of the meeting on 29 April 2019**

The Minutes of the last meeting, having been published on the website, were agreed as read and signed as a correct record.

**3. Matters Arising**

There were no matters arising from the Minutes.

**4. Report on the Electoral Roll**

The Electoral Roll Officer, Ann Bell, reported on the 2020 Roll. She explained that the Roll is the register of those who worship regularly at the Cathedral Church of St Mary, St Peter and St Cedd.

Every six years the Roll is renewed, which took place last year. The total number this year is 310, 24 (8%) members being resident in the parish. At the Roll count there were 131 men (42%) and 179 women (58%). During the year the Cathedral lost a small number of members through death or moving away. Last year there were 286 members. We record a slight increase this year of 8%.

## **5. Election of Cathedral Wardens to serve for three years**

The re-election of the two churchwardens, Elizabeth Marshall and Maureen Benson, was unanimously agreed for one year.

## **6. Appointment of Sidespeople**

It was confirmed that the appointment of Sidespeople is no longer a matter for the Annual Meeting agenda.

## **7. Finance Report**

The Treasurer, Caroline Robinson, reported that the full Annual Report and Accounts for 2019, and a two-page summary, had been published and were available on the Cathedral website.

2019 had been a good year for our finances. Expenditure had been greater than income due to the use of accumulated funds to pay for major projects including a new Cathedral fire detection system and a new Chapter House heating system. There had been a surplus on our day-to-day operations due to a clergy vacancy for half a year. Congregational donations had fallen. The year ended with £280,000 available, a sum which the Chapter had identified as being fully utilised on work on the Cathedral and houses.

2020 had so far been a different year. The buildings had been closed from mid-March 2020, causing all our events at the Cathedral and in the Chapter House to cease. Trading and fundraising normally brought in 25% of income, leaving a gap in our finances. Income due to the Furlough grant on 70% of our staff cushioned the loss enabling us to continue to pay our staff in full. Income from the City Council, due to closure of the Chapter House, and from the Church Commissioners, who paid their grant early, helped cash flow. Non-fixed costs were pared back as far as possible, and we had to pay for home-working equipment as well as equipment to open the Cathedral in a Covid-19 secure way. Overall, there is a deficit of around £60,000, resulting in work on the Cathedral and houses being postponed.

Looking ahead to 2021, we are uncertain when the Cathedral will be allowed to open for business, or when hirers will wish to return. Budget-setting for 2021 is a challenge. Overall, we foresee another deficit, causing the prospect of using our cash reserves and postponing major projects.

Pledged giving had been maintained. The Treasurer thanked members for continuing to support the Cathedral, highlighting some ways in which income comes in: the contactless giving plates had been worthwhile and a permanent contactless giving station was on order; the website online giving button had proved useful for those not attending the Cathedral in person, and could allow Gift Aid to be claimed.

Caroline expressed thanks to the Finance Committee for their support, and also the Counting and Banking Team for taking collections to the bank.

**8. Written Reports on activities of organisations attached to the Cathedral, maintenance of the Cathedral and the proceedings of the Chelmsford North Deanery Synod**

As a result of the disruption caused by Covid-19, no community report had been published this year.

Dan Glading and Brian Greatrex were re-elected as Deanery Synod Representatives, leaving three places remaining vacant as there were no other candidates nominated.

**9. Any other business**

Yvonne Spence referred to Fundraising events during Covid-19, particularly (1) alternative arrangements for the planned Christmas Market where 44 stalls had been expected to return (2) Quiz Nights (3) “Coffee Pot” Bubbles.

Elizabeth Marshall mentioned the reduced number of Stewards.

The Dean highlighted the challenge Cathedrals are facing of having to do some activities differently.

Michael Minta thanked the Treasurer, Caroline Robinson, for her service as Treasurer of the Cathedrals Administration and Finance Association which she was giving up after fifteen years; and for her time on the Association of English Cathedrals Executive.

**10. Date of next meeting:**

The meeting will take place in April 2021, date to be confirmed.

Ann Bell, Clerk to the Annual Cathedral Community Meeting  
4 October 2020