



## St Peter's Eastern Hill, Melbourne

### Parish Council Meeting

7:30 pm 5 July 2023

St Peter's Vicarage

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### Minutes

1. Convening of Meeting: opened at 7.30pm.

*We acknowledge the people of the Wurundjeri people of the Kulin Nations on whose unceded lands we meet. We respectfully acknowledge their ancestors and elders, past and present.*

2. Opening prayers were led by Fr Michael.

3. Attendance. Mthr Kathryn Bellhouse, Fr Michael Bowie (chair), Geoff Bush-Coote, Rachel Ellyard, Daniel Ferguson, Stuart Hibberd, Daniel Mitterdorfer (secretary), Geoff Sutherland, Michael Upson, Peter Wild, Craig Wilson. Apologies: Peter Griffin, Michael Gronow, Terry Porter.

4. Minutes of previous meeting: 26 April 2023 **Moved:** Michael Upson; **Seconded:** Geoff Bush-Coote; **carried.**

5. Vicar's Report

Fr Michael offered the following report:

Today happens to be the first anniversary of my induction as Vicar of St Peter's; it is hard to believe a whole year has already passed; it has not been uneventful.

I was delighted with our celebrations for Petertide: a wonderful sermon from Dorothy Lee for the Feast and a great and inspiring talk from Joy Freier at our very congenial parish lunch, for which particular thanks are due to Daniel Ferguson and our Parish Administrator Eugene Chin; many others helped but Daniel and Eugene worked especially hard behind the scenes to make the event so successful and I think we should record our gratitude, especially to Eugene who was contributing well beyond his responsibilities as parish administrator, in this as in other areas. We are very lucky to have him and I hope we may be able to recognise his contribution appropriately.

Last time we met I reported that I'd had a meeting with the then Director of Music who'd undertaken to take steps to rein in spending in view of the Music budget, yet again, being significantly overspent. As you know, the next communication I received from him was his resignation, followed by that of Sue Wuttke as Music Administrator.

They were appropriately farewelled at Pentecost. This change has provided us with what I consider a timely opportunity for a reset of our music department, its structure and budget. I am extremely grateful to Rhys Arvidson, our very able Organist, who has stepped up as acting DoM (with appropriate additional remuneration) and is doing a wonderful job. We have already benefited from advance notice of the music programme and a much broader variety of settings, including the welcome return of English Mass settings. Rhys has applied himself to the task with vigour and imagination and may even manage to bring the expenditure within budget for this year, despite the significant overspend he inherited. Thanks are also due to Daniel Mitterdorfer for help with that. Having consulted with the Churchwardens, Treasurer and Stephen Duckett (who is also on the Finance Committee) I propose to the PC that a small group, comprising Daniel Mitterdorfer, Rachel and I, should form to address the Position Description and advertisement of the post on behalf of the Parish Council. I travelled to Sydney a couple of weeks ago and spent a day with Fr Daniel Dries at CCSL and his DoM, Sam Allchurch (who was an Organ Scholar here) to be briefed about how CCSL

approached their most recent appointment process for a DoM; I also discussed with them how they run their choir, including music scholarships and funding.

A separate but connected issue is the establishment of a Foundation or other suitable vehicle, such as an incorporated association, to assist with funding music at St Peter's, comparable to St Laurence Music Inc at CCSL. We are beginning to investigate how best to approach that here in tandem with the appointment process. I hope that it may be one of the attractions of the post that the new DoM could be involved in the establishment of such a fund. I have also spoken to the choir manager at CCSL about how their incorporated association works; we will be looking at their constitution which was forwarded to me today.

The last couple of months have been busy in the parish, with all the usual pastoral ministry, offices and Masses. We have now settled into a regular pattern of opening the church each day which seems to be working well. Eugene is working on more effective (and cost-effective) arrangements for security systems. We have also to address the lack of adequate fire alarms in church, which I discovered were switched off and never reinstated during the last incumbency.

There is also an issue regarding our church heaters, and a small continuing gas leak to the north of the church. I only discovered this had not been fully rectified when one of our breakfast visitors turned the gas supply off; the plumber then explained that we have no compliance certificate, as it can't be supplied until this matter is finally resolved. We've had a quotation for that work which has been shared with the Foundation and I hope we can proceed with the work before much longer.

Weekday Mass numbers have settled at a significantly higher rate at the revised time of 8am to the extent that it is now not a matter for comment if we hit double figures, and it is good that those numbers include regular worshippers from among the Breakfast Programme clients. A core of faithful daily Mass communicants has always been at the heart of our tradition and is a foundation of prayer and worship, together with daily Morning and Evening Prayer which always undergirds growth in churches of our tradition. If you aren't able to be with us then do continue to pray for and with us every day.

Thanks to Mthr Kathryn for her ministry with us since April. You'll have noticed that she is developing a distinctive priestly ministry among us, including attention to hospitality and pastoral care in addition to diligent preaching and sacramental ministry. She will be offering a Lent course next year and is also working on a project to offer a series of talks about poets and the faith next year.

Thank you for your continuing service on the Parish Council this year.

## 6. Wardens' Report

Minutes were circulated to Parish Council following last month's Wardens' meeting.

A few key issues are the music ministry. Stuart Hibberd asked Rachel Ellyard to expand on the issues of sidespeople, mentioned in the Wardens' minutes. Rachel replied that there seemed to be a few personality clashes but the issues seemed to be largely solved. Rachel will take this offline with Stuart to check he is aware of the issues.

Rachel advised she has met with Di Clarke to go through the last two revisions of the Parish Roll. There is some variance in terms of people who are and should be on the roll. Daniel Mitterdorfer asked whether it would be possible to carry on the work as if compiling the parish roll from 2022, rather than starting from scratch. This would be investigated.

A decision was taken by Finance Committee to sell the parish's complete share portfolio and invest in the Managed Diocesan Fund as we didn't have anyone within the parish with sufficient expertise to manage our portfolio. This decision was made on the advice of the Parish Treasurer. To date, there has been a competitive rate of return on the Diocesan Managed Fund.

Tap-and-go offerings were identified as being placed into a separate account to allow us to evaluate the effectiveness of the method but this hasn't carried over into the Parish financials. Wardens to remind Bookkeeper that this method of giving be accorded its own line item under Income.

## 7. Treasurer's Report

As the treasurer was unable to attend the meeting, Rachel pointed out a few items in the YTD of Budget report.

1. Pledged monies are below budget.
2. Hospitality and Events income down against budget; this may be a timing issue.
3. Rental income expected to reduce against budget due to occupancy of one of the flats in Keble House to accommodate Mthr Kathryn.
4. Direct Ministry costs being met through offertory.
5. Casual Music is still over budget but the difference is expected to reduce as there are less paid singers. Daniel Mitterdorfer and Louisa Billeter are being paid for their conducting services, utilising part of the money that was budgeted for the Director of Music position. The music offering may be on a reduced scale but is not of a reduced quality. Regrettably there is still a narrative within the parish that the music tradition has been discarded. Parish Council were encouraged to give detail on how we are resetting the music programme and that things are moving in a positive direction.
6. Draft Budget for 2023/24 will be circulated before the next meeting.

**Motion:** Warden's and Financial Reports for April and May 2023 be accepted **Moved:** Rachel Ellyard; **Seconded:** Michael Upson; **carried.**

## 8. Any Other Business

8.1. Badging and taglines – Pete-Barnabas Wild. Pete circulated a discussion paper prior to the meeting. He has suggested that we improve the way we brand ourselves in our public-facing material (pewsheets, website, etc.). He proffered that we should be using the parish crest more and should align with a single commencement year (i.e. our foundation or first service), not both. Pete suggested that we should form a committee to define and refine the communications.

**Motion:** A subcommittee of Parish Council be convened, led by Pete Wild, to review and report to PC with proposed rebadging. **Moved:** Pete Wild; **Seconded:** Michael Upson; **carried.**

8.2. Live-Streaming Update – Pete-Barnabas Wild. Paper was circulated with a brief history-to-date of how we have been streaming which Pete talked to. Pete would like two additional people to be trained up to undertake the task of streaming of services. Rachel asked whether there was a way to actually title the services on YouTube as they show up under the 'Live' tab without the liturgical date. Pete will investigate with Eugene Chin into how we can split it onto our regular feed, and will follow up with Daniel Mitterdorfer if needed. Audio issues noted in Pete's report; Fr Michael replied that Michael Levi (audio technician) will look at these tomorrow when he visits the parish.

8.3. St Peter's Mission Planning – Geoff Sutherland. Geoff advised that he was concerned about a perceived lack of information on our parish missional outreach. Rachel pointed out that since the Mission Action Plan (MAP) was instituted in 2021, we have been actively sustaining the link between what we do and what our MAP says we do. Stuart thought that we could restate the MAP objectives in the pewsheets, to give them wider public attention. Craig suggested that we could highlight how we have striven towards the goals in the Mission Action Plan within the parish Annual Report. Daniel Mitterdorfer advised that the current MAP was due for renewal in 2024. Rachel also suggested that we could make the past PC minutes more accessible. Daniel Mitterdorfer suggested a link could be put in the weekly e-news. Rather than wait two months for the ratification of minutes, they could be circulated via email and ratified there, to improve the currency of the reports.

8.4. Parish Council Meeting Schedule – Geoff Sutherland. Geoff mentioned that he was dismayed when the scheduled date for the Parish Council meeting (a week ago) had to change. Geoff confirmed that he was happy with the two-monthly meeting schedule provided that allows sufficient time to work through all the items. Rachel suggested that we may need an additional

meeting in September to approve the budget. This will be followed up by Fr Michael.

- 8.5. Parish Council Vacancy – Fr Michael. With Sue Wuttke’s resignation from Parish Council, we have a vacant seat. Fr Michael has approached Anne Scott-Pendlebury who was interested in serving on the Parish Council. **Motion:** The casual vacancy arising from Sue Wuttke’s resignation be offered to Anne Scott-Pendlebury. **Moved:** Rachel Ellyard; **Seconded:** Stuart Hibberd; **carried.**
- 8.6. St Peter’s Day – Daniel Ferguson. Daniel Ferguson wanted to convey his sincere thanks for the hospitality offered by Mother Kathryn and her housemate Carolina who invited people into their home for refreshments following High Mass.

Meeting closed with the Grace at 8:57pm.

Next meeting: 23 August 2023.

It was moved in a motion circulated via email on 18 July 2023 that these minutes be accepted as a true and accurate record of proceedings. **Moved:** Daniel Mitterdorfer; **Seconded:** Rachel Ellyard; **carried by reply all email.**