

Southwell Minster

*The Cathedral and Parish Church
of the Blessed Virgin Mary*

A report on the life and work
of the Minster Community from
the Cathedral Chapter
for the year ending
31 DECEMBER 2020

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Every person or body having functions under the Constitution or Statutes shall, in exercising those functions, have due regard to the fact that the Cathedral is the seat of the Bishop and a centre of worship and mission.

(From the Introduction to the Constitution and Statutes, March 2000 – Revised January 2012)

'The Minster Community seeks to celebrate God's life, love and beauty in the Cathedral at the heart of the Diocese, in the life of the Parish and across the world.

Our hope is in God, the source of all community, and our purpose is the service of His Kingdom in the name of Jesus Christ and in the power of the Holy Spirit.'

THE FOUNDATION PRAYER

Almighty God, you have made us members one of another in the mystical body of your Son: grant your grace to Paul, Bishop of this Diocese, to the Cathedral Chapter, the College of Canons, the Cathedral Council, to all members of this Foundation, and to all who work and worship here. Give them the spirit of wisdom and love, that they may live to your glory, to the furtherance of the Church in this place and this Diocese, and in union one with another through Jesus Christ our Lord, who is alive and reigns with you and the Holy Spirit, one God world without end. Amen.

THE MINSTER COMMUNITY PRAYER

Heavenly Father, through Jesus Christ, your Son, you embrace the whole world in your love. Inspire and guide the life of this Minster that the clergy and people, continuing to share their hopes and seeking the vision of your purpose for them may grow in grace and rejoice in the service of your kingdom.

Through Jesus Christ, our Lord. Amen

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THE DEAN'S WELCOME

This report celebrates the commitment, dedication and hard work of the Cathedral team and community during the most difficult year experienced by any of us in our lifetime. The public health emergency caused by the Coronavirus pandemic impacted the way we work, live, connect and worship. We have been shattered collectively by the loss and heartache for so many locally and across the world. During 2020, many have reached for spiritual comfort and inspiration, and the rapid response of churches and cathedrals to go 'online' has helped, but how we longed to be together. Southwell Minster's rich offer of a Sunday Eucharist, midweek Compline with reflection and the weekly Stilling Prayer has sustained us even while separated. As the Cathedral for our Bishop and diocese, we have had numerous occasions to share in and encourage church and civic leaders, and partnership organisations through the two 'lockdowns' of 2020. The Climate Emergency, racial and social inequality have been painfully highlighted and will radically reshape strategic priorities as we continue our primary vocation as a centre of worship and mission: 'a living well of spiritual refreshment' where all are welcomed in the name of Christ. Thank you for your interest and support.

The Very Revd Nicola Sullivan, Dean of Southwell

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WORSHIP, LITURGY AND MUSIC

Worship and Liturgy

The year 2020 brought changes and disruption to the Cathedral's worshipping life that few of us could have predicted, and for which very few of us would have wished.

The first major liturgical occasion of the year was our Patronal Festival, combined with the celebration of Candlemas (which fell on a Sunday this year). We welcomed the Revd James Halstead, Principal of the diocesan School of Discipleship, as our guest preacher, and enjoyed a Candlemas procession around the whole cathedral.

In February, we held the second of two Community Forums dedicated to discerning the future of our worshipping life at the Minster and agreed to the trial of single Sunday morning Cathedral Eucharist, in place of the 9.30 Family Eucharist and 11.15 Sung Eucharist.

However, during the first few weeks of Lent, the seriousness of the virus was beginning to become apparent, and many members of our congregation were

choosing to stay at home. By Mothering Sunday, 22nd March, public worship had been suspending, and a Eucharist was recorded by the clergy and Lay Clerks in the Quire. The following day, the first full lockdown was announced. The Archbishops instructed clergy not to enter their churches to broadcast worship, so here, as in other cathedrals and churches, worship was continued from our homes. At the Minster, we quickly established a pattern of recorded worship – a Cathedral Eucharist on Sundays, with hymns recorded by some of our choristers at home, and a weekly Reflection and Compline on Thursdays. A group said Morning Prayer – and latterly Evening Prayer – daily, via the new, but increasingly familiar as the year went on, medium of Microsoft Teams.

Holy Week was particularly difficult, but the Minster's offering included a memorable Easter Day Eucharist recorded by Bishop Paul and his family in the ruins of the Archbishop's Palace in the bishop's garden, and an all-night Easter Vigil, created in collaboration with other cathedrals and churches around the country. Other special services broadcast during the first lockdown included ones for the 75th anniversary of V.E. Day (when a weekend of celebration had been planned until the pandemic struck) and for the Queen's Birthday.

Through all of this, we were deeply conscious that the cathedral community, like that of every church in the country, was being deprived of the opportunity not only to meet and to worship in person, but also – most painfully of all, for many – to share Holy Communion.

Public worship was finally restored at the beginning of July, and on Sunday 5 July, with the Minster looking very odd with socially distanced seating, it was a great delight to be able to welcome back a limited number of people for a Cathedral Eucharist, and for Evening Prayer. Singing was still prohibited, so instead there were organ improvisations, which gave us the opportunity to appreciate the contribution of the organ to our worship in a new way. Shortly afterwards, a daily Eucharist was reinstated, at the new time of 1.15pm, and attracted encouraging numbers of people both from the Minster community and from other parishes in the diocese and beyond, where public worship had not yet been resumed.

Little by little, restrictions were relaxed. In September we welcomed back our Lay Clerks with great joy, and at the end of the month we were able at last to have this year's ordinations, in a series of nine small services over the course of a weekend. As November approached, we were preparing at last to welcome our choristers back to services, when the second lockdown was announced and public worship was suspended again for a month, delaying their return until the start of December.

At the end of the year, we were able to celebrate Advent and Christmas in the Minster together. The continued

restrictions meant that much had to be done differently: instead of a single Advent Procession and two Cathedral Carol Services – all with a packed cathedral – we had two Advent Carol Services (with, sadly, no movement) and no less than five Christmas Carol Services. These, like our services on Christmas night and Christmas morning, were all limited to a congregation of seventy, and still with no congregational singing. The sense of loss was particularly tangible at Christmas, and yet – at the end of such a difficult year – it was wonderful for at least some of us to be able to be together to celebrate the birth of Christ, and the Christmas message of hope to our world.

During the year we also made several experiments in outdoor worship. Our first outdoor Animal Blessing Service in September was a real success – if only we could have let more people into the Education Garden! In November, an exception was made to the general suspension of public worship to enable small outdoor commemorations for Remembrance Sunday, and our clergy and Lay Clerks, together with guests including the Lord Lieutenant, Robert Jenrick MP, the Chief Constable, and representatives of the Royal British Legion, shared in an atmospheric and moving act of worship outside the west door of the Minster. And finally, on a very chilly Christmas Eve, intrepid volunteers and families shared the Christmas story in two family crib services, again in the Palace Garden.

It was a year in which advance planning was repeatedly rendered redundant by constantly changing guidelines, and thanks must go to many people for their adaptability, dedication, and professionalism in keeping the cathedral's worship going in whatever way circumstances permitted. Our organists and Lay Clerks, most of whom were furloughed for much of the year, returned and were immediately singing and playing to the highest standards as though they had never been away. The same can be said of our wonderful choristers on their return, while a very promising crop of new choristers has made an excellent start to life in the choir despite the limited opportunities to rehearse together so far. Our chorister parents have been unfailingly understanding and flexible throughout. Our wardens and sidesmen have been ready with a warm welcome when called on, and many of our readers and intercessors have enriched our online worship by recording their contributions as well as providing them in person when that has been possible. Not least, our vergers have worked tirelessly to create an environment in which our worshippers have felt safe, enabling our worship to continue in a way that is both reverent and – crucially, in these times – Covid-secure. We are conscious that others are still, sadly, sidelined for now, including our serving team (though we were able to welcome back a crucifer to services at Christmas) and the Minster Chorale. We look forward eagerly to the day when they will be able to enrich our worship once again.

As we make our way through 2021, it is clear that, despite the hope provided by vaccines, life and worship will not return to a pre-pandemic normal in the near future. Much will never be the same again; in particular, online worship is now unquestionably here to stay. There are many challenges for us to face as our worshipping life moves forward. I am very confident that our staff and volunteers will rise to them.

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Cathedral Choirs

Reporting on the musical activities in Southwell Minster over the year 2020 is something of a strange exercise. For a large portion of the year, we were not able to bring our choirs together or even to enter the Cathedral building itself for some time. However, whilst some activities in the Cathedral have sadly had to stop completely, we have been fortunate enough to continue to work in some way throughout the whole twelve months.

The year began as usual, with the Minster Chorale providing wonderful music for the Epiphany Eucharist, and with our now established Epiphanytide Procession which explores the three miracles associated with the Epiphany of our Lord. After a very successful Michaelmas Term, all musicians were looking forward to the possibility of a wonderful Lent and Easter. We did manage the Patronal Festival and Candlemas – the former seeing the dedication of our new robes for choir and clergy. It was tremendous to see in particular the girl choristers in proper choir dress for the first time: they were extremely excited about this and rightly proud. We had also made an effort to include more music by female composers – something of a blind spot hitherto – and Judith Bingham's *Corpus Christi Carol* and Cecilia McDowall's *Jesu, the very thought* made a real impression on choristers and congregation alike. At the start of February, just before thoughts were turning to the possibility that Covid-19 may cause serious disruption, we made a trip to Derby Cathedral to take part in the annual Four Choirs Evensong, this year with the girl choristers and lay clerks. It was a wonderful trip, and one that we will remember.

Although we managed to make it through Ash Wednesday (Evensong including the girl choristers for the first time) and into lent, services were suddenly curtailed with the cancellation of public worship on 17 March. This abrupt stop saw a scramble to work out what might be possible for us and although we worked to provide lay clerks for a recorded Eucharist on Mothering Sunday, very soon after the national lockdown ended the possibility of worship in the Minster for the time being.

Initially, we were extremely cautious about what to offer in terms of online worship, and from a musical perspective this was fairly rudimentary. With a keyboard in my house that makes organ 'noises', and a very basic knowledge of sound editing, it was possible to provide the essential elements of Holy Week, moving into partnership with the Diocese for Easter Day. My thanks at this point are due to my lay clerk and organist colleagues who, before being put on furlough, were willing to do whatever they could remotely, and also to my wife Ruth for helping out when a soprano voice was needed. After Easter, we continued in this way but with the addition of hymns and occasional anthems provided by those choristers who could afford the time and were brave enough to send in individual submissions. The process of providing a backing track, sending this out, receiving individual recordings back and then compiling the whole thing was time consuming but soon became routine. Notably, with the help of Erik Sharman (who was still working throughout) and Andy McIntosh, we managed to record Ives *Listen sweet dove* and Mendelssohn *Above all praise and majesty* – no mean feat, and well done to all involved, especially choristers!

Once it was possible to return to the Cathedral building, I began a series of organ recitals which were published on YouTube weekly. Intended as an element of variety, these soon became popular and boosted our numbers of subscribers and therefore also viewers. Huge thanks are due to my organist colleagues Jonny and James, who were happy to get involved with this endeavour once they had been returned to work: their contributions were very welcome by September and included some wonderful playing.

We missed such yearly events as the Queen's Birthday Service, Ordinations, and the wonderful summer end of term celebrations: in particular, we missed what was to be our second 'Old Choristers' reunion. The Easter Day Eucharist was to have involved an orchestra accompanying Mozart *Coronation Mass*, which sadly was not to be. We also missed the yearly farewell to those choristers who have completed their time in the choir: this will come when we are able to offer a proper send off. The prospect of being able once more to provide sung music for services was something that felt a long way off, and once the go-ahead came as a result of some important research into aerosol production in singing, we were very much ready to return.

September saw the return of choristers to rehearsals, albeit in a variety of groups, socially distanced, and without anything tangible to work towards. This was a feat of planning, for which I offer my grateful thanks to organist colleagues and to our two wonderfully dedicated Chorister Supervisors who were so willing to come back to work. We welcomed 12 new choristers across boys and

girls, all of whom have stuck with us despite the difficult circumstances, and all of whom we are delighted to have as part of the family. Remote recordings of hymnody soon gave way to real recordings involving choristers in the Minster – and what a change this made immediately to our online offering of worship. At the same time, we brought the Lay Clerks back to sing at Sunday services – it was especially pleasing to offer music at the annual Animal Blessing service, which this year took part in wonderful sunshine in the Education Garden and featured Stanford *The Blue Bird* with Tristan Moore singing the soaring soprano solo (but an octave lower than written!).

We were cautious about returning the full choir to services, and just as we were about to do so a second national lockdown was announced for November. This precipitated a recorded Remembrance Sunday service including music from the lay clerks, as well as a near-identical service in person outside the west front of the Minster. This was a moving occasion partly because of what it is but also because of the very unusual circumstances in which it took place.

Rather than retreat, we moved to recording a full set of music for online Sunday Eucharists, adding video editing to my skill set. This now included choristers – it was such a wonderful moment for us all to sing back in the Quire with a full choir once more, having previously done so for the last time on 15 March. We recorded one week ahead so as to ensure everything was prepared in good time. This allowed us to provide recorded music for the Advent Carol Service (no procession this year), the Framework Carol Service, and our own Christmas Carol Service which was recorded 'live'. Once back singing for services 'in person', we had the full choir for Sunday services and were able to sing the Advent Carol Service twice – once punctuated by a procession of dozens of tractors – and the Christmas Carol Service five times. With reduced capacity in the Nave, this allowed at least some reasonable number of people to attend these services, whilst others could view the recorded content online. For a few weeks before Christmas, we also managed to have Thursday, Friday, and Saturday Evensongs sung by the lay clerks.

In the midst of everything, we needed to try to recruit the choristers of the future. Clearly, our usual Chorister Experience day was not to be possible, and so it became necessary to move this online. Whilst turnout was lower than usual, I believe there was something very positive about this experience that allowed us to engage with people who may not otherwise have attended. A short morning session for children was followed by a longer evening session for their parents – everyone had a good time, and this has been an important learning exercise for us all.

Despite the unusual way of working, we managed some excellent music. The choir has sounded wonderful throughout, and we have even managed to let our newest choristers have a glimpse of what they will be a part of. Although we have aimed to do mainly straightforward music but particularly well, there have been notable challenges. In particular Judith Bingham's *The Clouded Heaven* found favour with choristers, lay clerks, organists, and congregations alike, even though it enters into a sound-world not too familiar to most. Christmas Eve was marked as always with a beautiful Evensong turning the corner into Christmas itself, and it was a pleasure to work with a group of professional sopranos in addition to our lay clerks for the Eucharist of Christmas Night. Seeing the choristers for one more go on Christmas morning was a delight, especially with the jollity of Haydn *Little Organ Mass*.

Mention should be made of the Minster Chorale and of our Auxiliary Lay Clerks: neither group has sung together since February. It is a huge sadness not to have seen either of these groups and to hear them sing. We value them enormously for the contributions they make to music here, albeit in different ways, and it will be especially good to welcome them back once more. SMCA should also be mentioned: whilst activity that contributes to this important charity has been curtailed (e.g., the Music in the State Chamber series), SMCA has stood ready to help out as and when the need arises, and we have found great comfort in the knowledge that there is a support system available should we need it.

There are bound to be important occasions which have not been mentioned here. In the most unusual and, at times, bleakest of circumstances, there has still been music at the heart of Southwell Minster. It is a huge privilege to contribute to worship, especially in a way that is so enriching to people's lives in general, and I am so glad that we have been able to provide something through even the darkest of times. Far from imperiling music here in Southwell, I believe we are stronger for the challenges, and will be able to build upon much of what we have learned. We look forward in anticipation to the opportunities for growth in 2021.

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Visiting Choirs

2020 was due to be a bumper year for visiting choirs at Southwell, with a whopping 64 services scheduled to be sung by choirs from near and far. As with so much else, the pandemic put paid to that... The four choirs that did manage to get here in February were Amici Coro, Chiara, Laudes and the Kimbolton School Chamber Choir, to whom we extend our thanks. Thank you also to the

Vergers and to Elizabeth Yule and her team of volunteers at Sacrista Prebend, who always put in a great effort to welcome our guests. Here's hoping that it won't be too long before we can hear these choirs sing again in 2021!

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Choral Outreach Programme

The Choral Outreach team met on 10th January 2020 and looked forward to a fully booked year for school visits. In the event only three projects took place. Choristers accompanied the singing leaders to the first two to help lead the singing. Morven Park Primary School had requested choral outreach after pupils attended a singing session at Time Travelling: sixty children took part, singing songs to complement their topic of the fire of London, with an open session for parents/carers on the fourth week. At Lowdham, a school which the singing leaders had visited on several previous occasions, sixty children sang songs about recycling and castles. Only two outreach sessions were possible at Gilthill Primary, another school which had asked for visits after attending Time Travelling.

As in previous years the team worked with the Cathedral's Education department for the March Time Travelling, leading singing sessions in the Song School, talking about the cathedral choir and life as a chorister. Each day, as part of the closing session in the nave, the children sang the 'Time Travelling Song', composed some years ago by Guy Turner for these weeks.

In early March 2020, a 'Lyrics Writing Competition' was launched in several assemblies at The Minster School. The idea behind this was to invite students to write the leaves-themed words for a song celebrating the famous stone carvings to be composed by Guy Turner, which would be premiered at a "Celebration of Choral Outreach Day" in June 2021, in Southwell Minster. This event would be the finale of a year-long project for the Choral Outreach Programme as part of the Activity Plan for the Leaves of Southwell Project, supported by the National Lottery Heritage Fund.

And then came lockdown and singing stopped. With the support of Mr Jordan, and his colleagues at the school, the competition continued to be promoted to students online, going ahead as planned with a deadline for entries of May 22nd. The judges were delighted to announce the winners as Martha in first place, Rachel in second place and Isaac in third place: their prizes were awarded. Guy duly

composed the song 'These are our Leaves' ready for the celebration.

As it became clear that plans for June 2021 would have to be postponed, discussions began on how a video recording of teaching material and a performance track of the song might be made available to schools in the New Year.

Thank you to The Pilling Trust for funding Southwell Minster's Choral Outreach Programme in 2020.

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Southwell Minster Choir Association

Membership numbers remained stable at around 120 during 2020, including honorary members.

Prior to the first lock down, SMCA funded the transport costs for the cathedral choir's participation in the 4 Choirs Evensong at Derby Cathedral in February. The boy choristers enjoyed an outing to the Red Kangaroo Trampoline Park in March. Travel grants continued to benefit the families of those choristers who live beyond the catchment area of the Minster School.

The rest of our annual programme of events in support of the Music Foundation had to be cancelled due to the pandemic lock downs, from late March onwards. These included the Minster Chorale joint tour to Hamburg with Lincoln Cathedral Chorale, the Choral Extravaganza July weekend with the Old Choristers Association, and a Lay Clerks tour to the Lake district with pre- and post-tour fundraising events. Postponed until 2021, was a planned celebratory Easter Day orchestral mass with the cathedral choir- made possible with help from a member's generous donation towards the cost of the orchestra. Also cancelled was the Nottingham Bike Ride in June for which committee member David Sneath had registered and pledged his sponsorship donations to SMCA.

Nevertheless, arising from the last 'live' committee meeting, held on the 8th of March 2020, the following planning initiatives progressed during the year:

*Leaves Project Commission; Committee agreed (and Chapter approved) the funding of an anthem composition for the cathedral choir to perform at the celebrations to mark the completion of the *project* in 2021.

*Fairtrade Produce; SMCA supported the Minster's Fairtrade Produce initiative and established an arrangement with the Southwell Co-op for providing 'Fairtrade' refreshments wherever possible at concert intervals that are served by our refreshments team.

*New Logo and Membership Application leaflet; format and designs *were* considered.

*Music in the Great Hall; was planned to be re-launched with a detailed 2020 series programmed by Jonathan Allsopp, also with a new logo from designs considered,

*Come & Sing; again, a detailed revamp was planned, led by Jonathan Allsopp,

Responding to the covid-19 virus and the resulting unprecedented difficulties faced by the Dean & Chapter and the Music Foundation, SMCA gladly encouraged and supported the setting up of the online crowdfunding site 'Frances Provost Fundraising –*Supporting great music through SMCA*'

Frances, mother of *Rector Chori*, as part of her rehabilitation exercise following a serious stroke, completed the equivalent of a double marathon (50 miles) walking more than 2,000 laps around her garden over a period of 56 days to September 7th. Bravo Frances! Around 100 donations raised the grand sum of £3,250 for SMCA to support the Music Foundation.

£420 fulfilled a request from Chapter for provision of Perspex screens used for protection from aerosol transmission of the covid-19 virus during services.

SMCA's application to the Co-operative Community Fund Scheme Round 5, with thanks to member Sarah Benedek, was successful in 2019, and ended in October 2020. Local shoppers contributed to the marvelous total received--£6,218-80. The plans for the resulting community benefits, which will also promote the Music Foundation, are currently on hold.

The 'zoom' AGM was held in December. Members much appreciated the online worship arrangements thanks to the Dean & Chapter and the Rector Chori and his team, as well as the 'YouTube' series of organ recitals. The treasurer presented a positive report, and the meeting looked forward to a brighter 2021.

As ever, thanks to all who have supported us.

Michael Davidson, Honorary Secretary

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Vergers

The year started really well as, in early February, we said hello to the north-eastern area Head Vergers group, and they had a trip up on to the roof to see the lead workers reroofing the high quire roof. Some of us when we got down, were allowed to try our skill at lead soldering. At our meeting in the afternoon, mention was made to coming back in the summer to see the finished roof and the next bit of work in the chapter house.

On Monday 22nd March we closed and my entire verger team and the groundsman as well as a whole host of staff were furloughed, a word none of us had heard of before.

From then until the end of April I had the strangest sensation of knowing that I was the only person allowed to enter the cathedral. It felt unreal driving every day to work and checking the campus. I saw hardly anyone at first but then bumped into people as I went from building to building, "keep washing your hands" people would shout, "how are you doing", "stay safe". Then at the start of May I too was furloughed to give me a break. Michael returned to work for one month and then at the start of June I returned and the two of us worked together in preparing the Minster to open again in July. Although at that point we did not have an opening day.

Days before opening, the events of the year caught up with me and I had what I refer to as a "bit of a meltdown". This put me off work for three months.

Gradually staff were taken off furlough and came back to work. We ended the year with the full team back for Christmas, although it was the quietest December that I have ever known. However, on the second Sunday of Advent I did celebrate my 25th year of working at the Minster. It was a shame I couldn't have celebrated it with friends and colleagues in a better way.

I am always pleasantly surprised by how well thought of I am in the Minster community, the number of phone calls, letters, cards and emails I received bears witness to this. I say every year in this report that I am indebted to my colleagues and families for their long sufferance and support but as I write this 2020 report I cannot tell you how much their support, friendship and just plain understanding of my personal situation has meant to me.

Andrew Todd, Head Verger

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The diary was filling up and in January the 2020 Annual District Meeting had been held. So much to look forward to then suddenly ringing stopped. The COVID restrictions necessary to keep us safe prevented ringing at the Minster and pretty well everywhere throughout the country. Only towers where members of the same household were ringers continued but they were few and far between.

March 2020 was the last time the Southwell Ringers met to ring. I have visited the ringing chamber and the bells to ensure they are 'ok'. Just before Christmas it was looking possible that we would be able to ring a few of the bells within the then current restrictions for Christmas Day, sadly the rules changed, and it didn't happen. In preparation one Friday morning had I rung all 13 bells up and then down again to ensure nothing was mechanically amiss. The bells were fine, but I knew that I had had a good workout. I was certainly ready for a coffee after that!

We also missed ringing the old year out and 2021 in. It is the first time in many, many years that I have not performed that tradition, so very sad.

Looking forward, this will end, and we will look back and say remember when. However, it will not be the same, we have few ringers, and some may not return after this epidemic is over. Some will need to catch up on lost time and ringing may not be possible for them, I understand this, and we will have to meet that challenge in due course. Recruitment and retention have now become the most important topic in ringing nationally. If people want to hear the bells, then everyone must do their part to ensure it continues. Even if you cannot ring or would not want to, suggesting and encouraging people you know to consider taking bell ringing up as a pastime is a discussion that may well bring in new recruits so desperately needed.

As we come to almost twelve months without bell ringing at Southwell Minster let us hope and pray that soon those magnificent bells ring out over our town to the delight of us all.

If you want to be part of this exciting band of ringers, please do not hesitate to be in touch. If you know someone 8 - 75 years old who might be interested in learning to ring, get them to get in touch.

Our thanks go to the Dean and Chapter for their ever-enthusiastic support.

Trevor Bryan, Tower Captain

c/o The Minster Office

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Needlework Guild

Our last AGM was held on 14th January 2020. After this meeting, members visited Emma Frith's studio/workroom in Vicars Court, then had lunch in the Refectory.

Last year also, we completed a double-sided Altar Frontal for the Minster School. We made bags to hold clipboards for the Education Department, and also mini stoles for the children to dress up in.

This year, because of the COVID-19 pandemic, we have not been able to meet in the Trebeck Hall since March 17th, 2020.

Some work we have managed to do, was to design and make sashes for the Minster Sidespeople to wear, so that they are easily recognisable at major services. We have planned and begun to make some new cushions for the Prebendal stalls in the Quire.

We have mended fastenings on Chapter Copes and made numbering labels to sew on the new Choir cassocks.

Some members are able to work on tapestry cushions at home, but the work we can undertake has been severely limited this year.

In July, a small group of us, socially distanced, was able to meet outside the Refectory for coffee, and to share our progress, and in September, a few of us worked to shorten new Chorister's cassocks. Since then, we have been unable to meet as a group, and sadly, one or two members have had to give up work this year due to failing eyesight or other commitments.

Our Tutor, Hilary Tinley, who has been with the Guild since its' early days, has decided that now is the right time to retire from her role. After more than twenty-five years, she has contributed an enormous amount of time and talent to the Guild. She has initiated dozens of projects, taught us new skills, designed new High Altar kneelers, and also designed a beautiful new Altar frontal for Pentecost, which members made up in sections. She made a new Hood for the Ridding Cope, after the original was stolen. She has advised a number of Churches in the Diocese on the care and preservation of textiles, and organised workshops for Discovery Days.

She will be very much missed by the Guild, and by the wider Minster Community, but her beautiful work will continue to be a testament to her love of Church textiles.

Enquiries to Liz Turner

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Flower Guild

Our regular Spring meeting, chaired by Barbara Green, to plan the rota for the year ahead was all in vain.

Cancelled services and the closure of the Minster meant the first opportunity to arrange flowers was late summer. These were much appreciated by the limited congregations attending services in the Nave and by those visiting the Minster for private prayer. Jan Winson and Diane Salama produced beautiful designs for Harvest. Flowers were provided for an Autumn wedding which went ahead with restrictions. The Remembrance Sunday arrangement of poppies by Pat Wallace was much appreciated by those viewing online. With a much-reduced team we tried to continue to provide a pedestal arrangement for the Nave through to Advent. Thanks to Rachel Tew for the lovely foliage Advent rings.

It was a pleasure for a number of us in the group to arrange flowers for Christmas ably organised by Ann Bristow. Much of the preparation was done beforehand to maintain social distancing. More than ever, we hoped that our designs brought pleasure and represented the spirit of Christmas at such a difficult time for us all. Thanks to the vergers for their forbearance in accommodating the Flower Guild with all our requests for help. We look forward to more normal times - and rather a large number of weddings requiring flowers!

Kathy Hocking)

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<p style="text-align: center;">PASTORAL CARE AND THE MINISTRY OF WELCOME</p>

Pastoral Care

2020 was a challenging year for the cathedral's ministry of pastoral care, with most of the ways in which we normally keep in touch disrupted by the pandemic. We are enormously grateful to our Pastoral Care team, and in particular to Mrs Elizabeth Yule and Mrs Karen Edgington, who during the first lockdown compiled a pastoral care list, apportioning each member of our Electoral Roll and Minster community to a section of the list, based where possible on pre-existing groups within the Minster, and concentrating particularly on people who were known to be unwell, recently bereaved, or without access to the internet. One person within each group was then asked to act as a contact person to keep in touch with its members by phone. Those contact persons have done a tremendously important job in providing a link with the Pastoral Care team and clergy, letting clergy know where there is special need or where a phone call might be appreciated.

At Harvest time, COVID restrictions made it difficult to follow the usual practice of delivering flowers or plants to members of the Minster congregation who were unwell or

recently bereaved, so the Pastoral Care team wrote and sent cards, which were much appreciated.

Also, during the first lockdown, the Minster was involved in an initiative by the Town Council, whereby those who were isolated and in need of basic supplies, prescriptions, etc., could call a telephone line operated by the Council for help, with tasks being allocated to volunteers from churches and voluntary groups from across Southwell. It is heartening to report that there was, in the event, minimal uptake for this scheme, simply because most people in need were being cared for by family and neighbours.

The paramount importance of protecting residents of our local care homes from infection has meant that it has not been possible for clergy to visit or hold monthly Communion services at Southwell Court Care Home. Similarly, the annual Carol Service could not take place there at Christmas. The Pastoral Care team and the clergy have tried to maintain contact with residents through cards and phone calls.

Pastoral offices have also been severely affected by the pandemic. Numbers allowed at funerals have been severely restricted – making a difficult time for families much more difficult. In all, Minster clergy officiated at 9 funerals in the Minster and 10 at crematoriums. Weddings and baptisms were impossible for parts of the year, and with numbers able to attend again significantly reduced, there was only 1 wedding and 3 baptisms celebrated during the entire year, with others postponed into 2021.

Finally, we would like to thank Mrs Nikki Smith in the Minster Office for her work in co-ordinating the administration of pastoral care – a task especially important during the vacancy for a Residentiary Canon who will in due course be responsible for pastoral work in the future.

The Revd Dr Richard Frith, and The Revd Erika Kirk
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Churchwardens and Sidesmen

Graeme Hocking handed on the baton of Senior Churchwarden in 2020, and I would like to extend my personal thanks to Graeme for his guidance as I have got underway in my new role.

We are fortunate to have a team of Wardens, Emeritus Wardens and Sidesmen who have been incredibly supportive in these unpredictable times. I am humbled by their willingness to serve, often accommodating last-minute changes, and always showing the utmost concern for everyone's safety. I know that those who have been

unable to return to duties for the time-being are still very much part of the team, giving encouragement at every opportunity. This year we have welcomed David Shannon and Jamie Bostock as Deputy Churchwardens, and Jan Richardson and Christine Vincent as Sidesmen.

Planning with many variables has been a challenge, and I am very grateful to Stephen Littlewood for continuing to oversee the cover for funerals which is such an important ministry.

Whilst we have attempted to facilitate the weekly Sunday services when they have been allowed, it is particularly noteworthy to mention the Ordination Services that took place at the end of September. The usual two services grew to nine to accommodate restrictions on the size of congregation – a "big ask"! We have ventured to welcoming congregations to outdoor services, both at the very successful Animal Blessing and Crib Services at Christmas.

You may have noticed the Wardens sporting new gold sashes. This is just to make it a bit more obvious that we are a point of contact should any assistance be required. We have to thank Christine Homer for her skill and patience in making these; Christine is currently working towards providing the same for all Sidesmen.

And finally, it is a privilege to work alongside Canon Richard and the great team of Vergers.

'Therefore welcome one another as Christ has welcomed you, for the glory of God.' Romans 15:7

Andrew Bates, Senior Churchwarden
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Honorary Chaplains

When the main visitor season ended at the end of October, the Dean thanked a group of steadfast Honorary Minster Chaplains for contributing to the Cathedral's ministry of welcome by their prayerful and pastoral presence. When the Dean met with them originally back in early March, she had no idea of what the coming months would bring or that we would be in the unthinkable position of having to close all places of worship for twelve weeks. "I shall never forget the first days after reopening the Minster in mid-June, which were undoubtedly some of the most precious as we welcomed people into the rearranged Minster with the paschal candle lit in the centre of the nave. Tears and smiles, loss, relief, unburdening, fear – all human emotion was there in the stories of everyone who came looking for hope and peace amidst so much uncertainty and suffering. More than we know, our church buildings give hope and inspiration to all sorts of people and when the doors are open it signals the embrace of Christ himself." This core of committed

Chaplains has given generously to ensure there is a minister on duty who can listen, pray, encourage and support our visitors – and the cathedral clergy cannot do this without them! The Stewards too have appreciated them being on duty alongside them.

The Very Revd Nicola Sullivan, Dean of Southwell

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Guild of Minster Stewards

Our main purpose is to welcome visitors to the Minster thereby creating a warm and caring environment to all that enter.

In normal times we would be easily recognised by our blue gowns and been on duty every day of the year except for Christmas day. Of course, this year not so as a result of risk assessments on sharing clothes and the dovetailing to government rules on opening.

I would almost say it was a year that wasn't! That however is not really true as a lot of work has been undertaken to support the carefully considered measures to enable the Minster to remain open as much as possible.

The year started with the usual optimism with our self-development programme - subtly named 'Learning More' - being organised and 13 sessions covering 6 topics arranged together with plans for other ongoing training. Sadly, all had to be shelved as were the usual highlights of guided tours of the Minster, Archbishops Palace and Bell Tower as well as Open Days, Heritage Days, Bramley Apple and Winter Fairs - Not to mention new stewards recruitment and support training.

As we know in March the seriousness of the global pandemic had become so evident that the government ordered the closure of churches followed by a series of temporary relaxations on opening only to be thwarted by the spread of the virus again and again.

When we did re-open, our duties were shaped by the ever increasing and necessary safety measures. These included restricted open times, just one essential steward on duty rather than the normal two or three, a one-way system, hand sanitising, face coverings, track & trace recording and importantly the 2m social distancing. Quite a task. The Welcome desk was also mothballed, and literature removed in line with risk assessments.

As a volunteer group one of the greatest freedoms we have is that of choice. When seeking volunteers to cover these extraordinary times great care was taken to ensure this freedom was exercised in line with our own personal

choices, circumstances and vulnerabilities. I am pleased to say that we were able to offer complete representation when needed with the ever-present support of the vergers for which we are most grateful.

Weekly visitor numbers were surprisingly robust being between 25 and 40 % of the numbers seen in normal times despite our very restricted open hours.

A common feel of appreciation was evident from worshippers and visitors alike; for the ability to absorb the tranquility and peace that lies within.

Our in-house publication 'The Steward' continued unabated with topical items of interest to engage us and another group was involved in research work on the Chapter House to assist the development work presently being undertaken.

Throughout we have kept in touch with each other offering support and fellowship. I am extremely grateful to those that have been so cautious in shielding at home to protect others as well as themselves. I know it is not easy to stay away from stewarding! We look forward in hope for better times and with much anticipation of the realisation of the works undertaken by The Leaves project.

Our Guild, consisting of and managed by volunteers, was established some 38 years ago and is as robust as ever and stands ready to re-commence duties as soon as we are able. We have missed the face-to-face contact with those who are shielding as well as meeting as a collective, but I know when safe to do so we will celebrate and continue our role of welcome with enthusiasm.

If you are interested in joining us, or know of someone that might be, please do not hesitate to contact me.

Kevin Hender, Chief Steward

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Safeguarding

As with all aspects of our work and involvement in Minster has continued despite the difficulties of the circumstances of the pandemic. During the year we have been able to meet with the Diocesan Safeguarding Adviser (even on one occasion in person over coffee!) which has given us an opportunity to consider how we can work together to ensure we are able to continue to maintain the level of safeguarding policy and practice.

We were able to share in discussions with other groups to consider how we could be involved in support in town and through the Town Council as the first Lockdown began. We were able to consider all the safeguarding

issues which we needed to be aware of to ensure the protection of all involved.

Before we reopened for worship, we reviewed the DBS checks and training that needed to be updated. Several were updated including members of the Music department (DBS and online training) and Church wardens. Leadership level training (which is not available as an online training) was set up and provided by the Diocesan team via Zoom. Numbers were restricted due to accessing via technology, but we will review and extend to those for who this level is relevant to as the year progresses. Training is always available on the National Church portal online for Basic Awareness and Foundation level training. Anyone who is part of the Minster, in any way, is encouraged to consider accessing the Basic awareness, details of how to access can be obtained by contacting Vicky Thorpe (Safeguarding Coordinator). We will work towards offering face to face training when we are able to do so.

The Social Care Institute for Excellence (SCIE) independent audit of the safeguarding arrangements of the cathedrals of the Church of England which was scheduled for September 2020 was postponed due to Covid-19. It is expected to take place later in 2021.

We continue to work together within the Minster and with other partners for the safety and protection for everyone who worships, works, volunteers, and visits the Minster.

Vicky Thorpe, Cathedral Safeguarding Coordinator

**Tel: 01636 817285 (Chief Operating Officer) or
01636 817290 (Vergers' Vestry)**

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GROUPS IN THE LIFE OF THE MINSTER

Mothers' Union

Mothers' Union is an international Christian membership movement supporting families and communities in need of support in the UK and worldwide since 1876. Our members are active in 84 countries and work tirelessly to serve their communities whilst offering Christian care for families, regardless of faith or background. 2020 has been a very difficult year for our link Dioceses around the world, especially Sebei in Uganda where the country was locked down and schools closed for most of the year, causing great hardship in a country with no social security.

For our branch, as with everything, the last year has been one of missing being able to meet and join in the fellowship which is such an important part of Mothers'

Union life. We did have an enjoyable New Year's lunch in January and our AGM took place in February.

From then on, our normal monthly meetings stopped, though members took part in the annual Lent Count your Blessings collection in support of projects in this Diocese and further afield.

We were very pleased to be able to hold a service in the Minster in September, socially distanced of course, at which we reaffirmed our commitment to the aims of the Mothers' Union. In December we held a Carol service in Holy Trinity church, making use of the video projection system to watch readings and carols prerecorded by members and the music group.

Our national theme for 2021 is "Rebuilding hope and confidence". It is our prayer that we will soon be able to meet in person once again; meanwhile we continue to uphold our members and the worldwide work of Mothers' Union in our prayers.

Shelagh Baird-Smith, Branch Leader

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Friends of Southwell Cathedral

Unfortunately, along with many other member-based organisations, all activities in 2020 had to be cancelled due to the coronavirus pandemic, including our 73rd Annual General Meeting in June and visits to Lichfield Cathedral in May and Deene Park in September. Our autumn reception and talk, on the artist Tom Thomson, had to be postponed and is rescheduled now for November 2021.

We maintained our commitment to the 'Leaves of Southwell' project and several members of Council, accompanied by Dr Philip Dixon, cathedral archaeologist, were pleased to join a group inspecting the progress of work in the Chapter House. Additionally, we continued our support for the Needlework Guild and Flower Guild, along with other annual commitments.

Our twice-yearly magazine, *Pepperpots*, edited by Charlie Leggatt makes very interesting reading. In 2020 we welcomed 12 new Friends.

Alison Salter

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MISSION AND OUTREACH

Mission Partnership Group

The Mission Partnership Group faced the same restrictions as the rest of the world in 2020. We did not meet because not all our members are familiar with Zoom, etc., and our conversations were by email. The publicity we gave for our overseas partners continued in articles in *Southwell Leaves* magazine. The usual grants went to projects outside the congregation, and we were grateful that Chapter wished to keep that commitment despite a fall in income during the pandemic. We gave away £11,000, which is 10% of planned giving income. This mostly went to Christian organizations which help schools, clinics and pastoral care in Africa, the Holy Land and to international seafarers; also, to refugees, the homeless and those with learning difficulties in our local area. From March there were no cash collections, so there were no special collections to give extra funds for those in need.

We hope for a better year in 2021. The group is always happy to hear of charities, particularly church-based ones, with which the Minster could partner.

The Revd Canon Vincent Ashwin, Chair

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Faith and Light

Faith and Light started the year with a joyful Epiphany service held with the Westgate Group and sensitively officiated by Erika. Thankfully, we were able to hold our February

meeting, where we created a space for us all to be together amongst friends, to share our individual gifts, exchange news, enjoy craft activities, as well as telling stories and worshipping in a way that is truly meaningful to us.

Our thirty-five strong membership ranges from young adults to older folk. Sadly, along with everyone else we were in lockdown by the time of our next meeting. Although not able to meet in person we have kept in touch through a quarterly newsletter and eagerly await the time when we can be together again.

Behind the scenes a lot happened in 2020. For several reasons, it was necessary for Faith and Light UK to hold an in-depth consultation about its future for all its Communities. We were given a number of options to consider the way forward. After much prayerful discussion, the Southwell Community took the decision to leave Faith and Light UK and become an independent group. Chapter and Dean Nicola have very kindly

welcomed us under the “Minster’s umbrella”, for which we are truly thankful.

As we can no longer call ourselves “Faith and Light”, our friends decided they would like to be known as “Friends in Faith. To distinguish ourselves from another Friends Group in the Minster, we shall be known as “Westgate Worship/Friends in Faith”.

This gives us a great opportunity to prayerfully discern our future and set our own goals. Exciting times ahead!

Lee Harbour

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Minster Justice Action Group

The Minster Justice Action Group spearheads the Minster’s justice mission and ministry. We focused on several issues during the year and ensured their integration into Minster worship - in particular, intercessions and sermons. These included: Church Action on Poverty Sunday; human trafficking and Freedom Sunday; homelessness and the work of Framework, including an online Framework Carol service from the Minster; and Racial Justice Sunday.

Both individual congregation members and the Minster as a formal body made representations opposing the government’s abolition of the International Development Department and advocating the cancellation of the debts of the 64 countries in the world spending more on debt repayments than on health care during the Covid-19 pandemic.

The Minster regularly collected donations for Newark Foodbank, and refugees and asylum seekers, at Sunday services while this was possible. Members of the Minster congregation and of the other Churches in Southwell helped throughout the year with the weekly task of picking up donations from Southwell’s seven collection points and transporting them to the Newark Foodbank warehouse. The demands on the foodbank escalated through the year. This led the Group to encourage congregation members to give financial donations particularly in the period before Christmas. The Justice Action Group also signed up to a campaign launched by the Trussell Trust for a nationally Hunger Free Future.

Our two major initiatives, however, have highlighted:

FAIRTRADE IN THE MINSTER

During the year, the Minster has reregistered as a Fairtrade Cathedral with the Fairtrade Foundation. A major benefit is that we are able to use the Fairtrade logo on Minster publications and platforms and it is now appearing on service sheets, the website and Southwell Leaves.

Fairtrade Fortnight was celebrated in the Minster with an exhibition viewed by many visitors as well as congregation members; mentions in prayers and sermons during services; and a full article in Southwell Leaves.

A successful meeting was held in March with between 30 and 40 representatives of different Minster organisations who buy products for sale and/or consumption on Minster premises. A strong commitment was expressed to Fairtrade as well as willingness to explore the possibility of coordinating procurement to ensure Fairtrade sourcing as well as being able to claim discount for bulk orders. Follow-up has been impeded by the coronavirus pandemic but was picked up late in the year with the preparation of a letter and questionnaire to be sent to participants.

Discussions have proceeded well with the Cathedral Shop with a view to broadening its range of Fairtrade goods, in particular for online sales.

Following Chapter's adoption of recommendations made in a report of our Fairtrade Working Group in late 2019 we have worked on a Minster Fairtrade Policy and Strategy document to be submitted to Chapter in the new year.

THE CLIMATE CRISIS and THE MINSTER'S ECOLOGICAL MISSION

During the year, the Minster was awarded the Bronze Eco Cathedral Award.

A Lent programme of weekly evening reflections on the Archbishop of Canterbury's Lent Book of the year, *Saying Yes to Life* by Ruth Valerio, was not able to go ahead because of the pandemic. But it was trailed in Southwell Leaves by in-depth articles, and 200 copies of the leaflet *LiveLent*, based on Valerio's book and containing daily scriptural readings, reflections and action points, were distributed to, and used by, members of the Minster Community throughout the Lenten period.

The Season of Creation and Climate Sunday were celebrated in the autumn.

Links were maintained with A Rocha and the Potwell Dyke Grasslands Action Group prepared a proposal for partnership with A Rocha nature reserves.

A working group was formed specifically to further the Minster's ecological mission. This included representatives of the Leaves Community Engagement Project, Potwell Dyke Grasslands Action Group, the Higgons Mead Group and Sacrista Prebend whose new warden is planning a programme encompassing Green Health and Wellbeing. The group has prepared a comprehensive Implementation Plan for the Minster's ecological mission which will be presented to Chapter in the new year.

CONCLUSION

'What we need is action' is a frequent refrain of meetings. Action requires actors – all of us, to take part in the group, communicate concerns, support activities and, above all, pray that God's kingdom will come on earth. Social justice has been described as the collective equivalent of loving one's neighbour. As Micah said, 'What does the Lord require of you but to do justice, to love kindness and to walk humbly with your God?' (Micah 6.8).

There is always much more that we'd like to do than are able to. If you would like to know more about the group's work, please have a word with Vincent Ashwin or me.

Patrick Sills on behalf of the Minster Justice Action Group

Patrick Sills, Chair / Vincent Ashwin

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Friday Lunchtimes at the Cathedral

Friday Lunchtime at the Cathedral only took place three times in 2020. The second of the March concerts was cancelled and we did not reopen after that. We are hugely grateful to all the vergers and volunteers who make FLAC possible, and to our artists, who give their skills for nothing but the joy of performing in the beauty of the Minster. The collections taken have contributed significantly in the past to the costs of the Minster's Organ Scholarship, and we look forward to a time when this very much-appreciated series can continue to do that.

There are no plans at the moment to start these concerts again. We will have to see how events unfold. Clearly, it will require a relaxation of current rules and a period of becoming used to having cultural gatherings again before it would be sensible to re-engage those artists who were denied their opportunity in 2020. But we hope that we will be able to do something later in the year.

Finally, a particular thank you to Erik Sharman, who has undertaken the administration of the series as part of his Liturgy and Music Administrator role. He is an extremely efficient and perceptive administrator and will be very greatly missed by all of us involved in the FLAC series.

Jeremy Pemberton

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CHURCHES TOGETHER IN SOUTHWELL

Southwell Christian Aid Committee

The Southwell Christian Aid committee comprises members from several Southwell Churches – The Minster, Holy Trinity, Our Lady of Victories and Southwell Methodist Church. Jean Jackson and Helen Sills are the current Minster representatives. The truth that ‘Everyone is equal in the sight of God’ has, for over 70 years, inspired Christian Aid to stand together in solidarity with our most marginalised global neighbours in 29 countries. Working with partners of all faiths and none, the charity’s aim is to combat extreme poverty by tackling its root causes and by speaking truth to power to effect change. The focus for 2020 has been both on the pandemic and Climate Justice. The charity has worked to supply basic hygiene facilities to help combat the virus, particularly in refugee camps and lobbied for debt release for countries struggling to survive.

The Southwell churches together group normally organises a house-to-house collection which in 2019 raised £8,721. The pandemic has dealt a cruel blow to the funding of many charities including Christian Aid. We had to cancel our Lent Lunch but generously most ticket holders agreed to donate the cost to the charity - £290. As an alternative to our door-to-door collection, our treasurer Helen Charnley, compiled a web Just Giving page for the local area, which was extensively advertised in the press and through our volunteer collectors. This appeal raised £1782 bringing the total Christian Aid Week fundraising to £2,072. The charity’s national funds for this main annual event, were also down by nearly 50% from £7.7 million in 2019 to £4 million in 2020 - a huge deficit at a time of rapidly escalating need.

With a continuing massive shortfall in Southwell churches previous year’s fundraising, in the autumn we launched a ‘Virtual Camino de Santiago De Compostela’ which aimed to cover a 500 mile stretch of the Camino between St Jean Pied de Port and Santiago. The event attracted 23 ‘pilgrims’ of all ages and ran during the Season of Creation - September to early October.

Pilgrims were encouraged by a daily meditation and diary of the route and reported regularly on the distance they had covered. Everyone said what a joy it had been to participate - a real tonic and between them they walked, cycled, ran and even wheelchaired over 2,000 miles!

Donations from and for participants greatly exceeded our modest target of £1,000 reaching £3,290 in just over a month. This included £169 donated by visitors to the autumn Christian Aid exhibition ‘Uprooted’ which coincided with the pilgrimage. The exhibition highlighted the desperate plight of some of the 40,000,000 people

worldwide who have been displaced through climate change or conflict.

A huge thank you to all our pilgrims and donors including Halam church who donated their harvest collection of £229 bringing the final total for the Camino to £3,519. This event has been dedicated to the memory of Joyce Mullis - a long standing resident of Southwell and active member of the Minster - who participated in her wheelchair but sadly died just before the end of the pilgrimage.

Our final fund-raising total for 2020, after a very bleak start, was £5,591. A very big thank you to all for your hard work and generosity. A special thank you to Lesley McKenzie the chair of the group, whose untiring work and excellent communications to both the press and supporters keep us all well informed.

We will continue fund raising in these uncertain times. Any ideas would be most welcome

Helen Sills & Jean Jackson

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Silence and Meditation Group

The Silence and Meditation Group has continued to meet every Thursday lunchtime during the past year, albeit via email. Thanks to Olga Hudson we became an online group and each week a member sent the group a piece for meditation and suggestions for intercessory prayer.

The positive effect of this is that we have been able to include members who had moved away or become too frail to meet as before.

When the Minster reopened a few of us took our weekly email at the appropriate time into the Nave or the Chapel of Light to share the silence in fellowship.

Sadly, we were only able to do this for a short time, but we look forward to meeting again, either in the Minster or Sacrista Prebend, perhaps after the Summer Term.

If you would like to be part of our group, you would be very welcome.

Elizabeth Yule

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King’s Court Coffee Rota

Unfortunately, we have not been able to have the coffee mornings at King’s Court since March. We hope to be able to resume sometime later in 2021.

Gillian Duffy

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EDUCATION AND SCHOOLS

2020 can hardly be called a 'normal' year. A year in which the team was furloughed for nearly 5 months and the visits to the site which for many years have been our bread and butter completely stopped. Yet the early part of the year saw a flurry of activity and by the end of the year we had begun to shape a learning offer which fitted around the restrictions and offered new opportunities to reach out in different ways.

School visits are always a highlight of each year, and opportunities to engage in new ways with children are a joy. In January we were joined by 90 Primary school children at an Anti-Slavery conference, held at the Palace. Facilitated by an organisation called 'Just Enough', children were asked to think carefully about issues around modern slavery and how it can affect society.

Before the March lockdown we also managed to fit in some of our calendar favourites including a 'Leaves' themed well attended family fun day in February where we enjoyed lead working demonstrations by the roofing contractors as well as cooking with herbs, a Minster trail and the usual crafts and dressing up. In March, 268 children came to an Inter-Faith day, while Key Stage 2 Time Travelling was well attended. Although the spectre of COVID was looming, we managed a wonderful week of excitement and activity just before the country ground to a halt – although an abiding memory is of the extra hand washing stations we'd set up and the long queues while 350 children each day sang happy birthday twice while washing their hands!

The Heritage Funded Leaves activities also started to gather pace in the early part of the year, with a Holocaust Memorial Day commemoration event in January, reminiscence sessions with adults living with dementia, and the launch of the Duke of Edinburgh Heritage skills training which, unfortunately we had to stop half-way through. A real highlight of the early spring, though, were the high roof tours. In total 96 people had the opportunity to climb the scaffolding, under the watchful eye of the contractors from HCR, in hard hats and hi-viz jackets in order to take advantage of a once in a lifetime opportunity to walk around on the Minster quire's high roof, get up close and personal with some of the gargoyles and see the craftsmen at work.

Once the team was back to work in the autumn after a long period of furlough, we welcomed Aoife Cleland to the team on a year-long graduate internship and began to explore new ways of working together despite the ever-changing constraints. One of Aoife's first 'jobs' was to put together an autumn trail for the Palace Gardens for half term and the Bramley Festival, which proved popular, as did the exhibition of crafted green men which were the

result of a competition we had launched just before lockdown. The green men brightened up the Minster's north transept during the weeks in early autumn when we were once again open to the public, albeit in a limited way.

Diana learned how to run webinars for schools, which were well received, and Helen launched a 'Memories of Nature' reminiscence project to encourage people to share memories, recipes, poems and songs during their time of isolation in the pandemic. Meanwhile a Leaves project talks programme online was launched in December and we managed a families' Minster trail for Advent – all socially distanced and COVID-secure.

The rollercoaster of 2020 has presented challenges and opportunities, but we look forward with the rest of the community to a time when we can once again open our doors and welcome our learners back.

Diana Ives, Education Officer

Tel: 01636 817993

Email: diana.ives@southwellminster.org.uk

Children and Families

With plans in place for events when the first lockdown struck, the Children and Families Development Group has continued to meet to consider not only the current issues but make plans for events and look forward with vision and hope. We created an innovative Halloween Trail with actors playing roles of saints through time in the dark around the Minster, and this proved to be a good model for future events. Working with the Children's Society and Muddy Church we created a Christingle Trail which took place over two weekends in December and attracted nearly 400 people socially distanced from upwards of 150 families. The trail concluded in everyone taking a Christingle kit home, and a link to view a specially produced Christingle service. Christmas Eve saw two very creative, and very special outdoor Crib Services in the Palace Garden, with limited numbers to ensure safety. This was a real delight, and the culmination of a fantastic team effort from the vergers and a whole host of volunteers. Easter brings a Good Friday event including an outdoor trail with actors telling parts of the Easter story, some things to make and do, and an Easter Garden to take us through to the joy of Easter Sunday.

Nick Harding, Children's Ministry & Safeguarding Trainer

Tel: 07426 530599

Email: nick@nickharding.net

The Minster School

This year has been very different to other years but amidst it all there have been some key areas to celebrate. Acts of worship became pre-recorded which added a richness to

the content and context with a breadth of providers. We collaborated with the Minster with a recorded Foundation Service which allowed creativity in editing together all of the parts into a successful production, which celebrated our Foundation and faith, but with a wider audience than we would normally share and celebrate with. The Easter and Christmas services allowed us to work again with the Minster in bringing services of hope and comfort and joy with participation both on the minster site, from student's homes and from school. Once again, we were able to share these services with the wider school community and parents at the end of each term.

Angela Zannetou, Assistant Head

Tel: 01636 814000

Email: a.zannetou@minster.notts.sch.uk

Minster School Chaplain

The Revd Cathy Porter has been appointed chaplain. Although the post is now decoupled from a joint post with the Cathedral, our relationship with the school remains strong and is growing. The Canon Precentor is the Dean's representative and Vice Chair of the Board of Governors (the Dean now being a Trustee of the MITRE Multi-Academy Trust) and Canon Richard is also an active member of the chaplaincy team, working to ensure meaningful joint services in the Minster and collective worship in school.

The Very Revd Nicola Sullivan, Dean of Southwell

Tel: 01636 817282 (Dean's PA)

Email: dean@southwellminster.org.uk

Lowe's Wong Anglican Methodist Junior School

Lowe's Wong Junior School has remained open throughout the current pandemic, working alongside all schools in the Southwell Minster Family to offer places for our Keyworker and vulnerable children. Whilst school reopened to all pupils in September, it has been very different for everyone. This said, school has been a very happy place and we're extremely proud of all the children.

In November 2019 OFSTED visited the school and stated, 'This is a happy school where pupils thrive. There are lots of exciting things happening. Pupils are eager to arrive each day and to learn as much as they can. Teachers have high expectations of what all pupils can do.' The school continues to be recognised as a 'good' school.

Despite the current situation, the offer of home learning activities and support and virtual online meetings between staff and the wider community, have ensured that the school is there for the Southwell community.

In December, the school was still able to enter the National Lions organised 'ROAR' competition inviting groups of children to create a product to help make a

difference to our environment. With over 50 schools entering the Midlands and Northern finals, we were thrilled to come out as winners with a trio of girls designing a 'smart bin' that identifies whether the rubbish put in it was recyclable or not. Brilliant!

A very different year.

Mike Follen

Tel: 01636 813432

Email: head@lwj.org.uk

House Groups

Due to the restrictions around Covid-19, we haven't been able to meet in 2020. Some thought did go into organising on-line house groups during the autumn of 2020, but they did not materialise. Perhaps this reflects the importance of the true fellowship they have provided. We pray that this can resume in 2021.

Hugh Middleton

Email: hugh.middleton@nottingham.ac.uk

Historic Chapter Library (HCL)

Due to restrictions because of the COVID-19 virus the HCL has been closed for the majority of this year. During times when the Minster was not on lockdown we have been engaging in the usual duties of dusting and checking the volumes, the atmospheric conditions and research. No visits or tours have been possible during the year. Accessing the HCL email account has enabled research queries to be answered remotely. The AGM of the Cathedral Archives, Libraries and Collections Association was held online and allowed an exchange of various experiences and suggestions of how best to care for collections during lockdown. Thanks are due to Andrew Todd and his team of vergers for essential monitoring of the HCL during the enforced absence of the honorary librarians. Cathedral Architect Nick Rank is checking the internal south wall of the Library as large pieces of surface stone have been falling; as this is likely to be caused by moisture in the stone, it is a source of concern.

Victoria Arthurson, Hon. Librarian

Tel: 01636 817291

Email: library@southwellminster.org.uk

Theological Library

The Theological Library has been pruned and updated and will be moving eventually to Sacrista Prebend to join the spirituality collection already housed there. It is hoped that this will make it more easily accessible to readers and

support the mission of Sacrista as a centre of wellbeing and formation.

The Revd Canon Professor Alison Milbank,
Tel: 07738 873279
Email: alison.milbank@southwellminster.org.uk

Theological Reading Group

The group has started meeting again online, with sessions on St John's gospel and on the early Christian text, the *Didache*. We have managed to increase our numbers and look forward to returning to face-to-face meetings in the future. If anyone would like to join us, they are very welcome – please do contact me.

The Revd Canon Professor Alison Milbank,
Tel: 07738 873279
Email: alison.milbank@southwellminster.org.uk

Stewardship

The support that our regular giving scheme has provided to the Minster in 2020 was especially valuable, given the periods of closure, and limited numbers at services. I am hugely grateful to members of our envelope scheme who agreed to switch across to a standing order in response to the difficulties caused by the pandemic, and to those who responded to the challenges facing the Minster by increasing their giving. In 2020 the Minster raised £138,792 from its regular giving scheme, including Gift Aid.

If you are not currently a member of our Stewardship scheme, and feel able to make a regular commitment, we would be delighted to welcome you; please contact me.

Peter Gibbins, Stewardship Officer
Tel: 01636 555578
Email: stewardship@southwellminster.org.uk

THE COLLEGE OF CANONS

The College met three times during the year – on two occasions via Microsoft Teams, including a joint meeting with Chapter and the Cathedral Council. Plans for the Cathedral's response to the pandemic, future strategy, the new Cathedrals' Measure and the progress of the Leaves Project were discussed. The Archdeacon of Newark, the Ven David Picken moved to Blackburn diocese in February and Canon Mark Adams resigned in December as did two ecumenical canons, Canon David Shearman and Bishop Christian Weaver. Five new canons were announced in December – Stephen Hippsley-Cox, Kate Bottley, Angela Fletcher, Bishop Patrick McKinney and Bishop Thipa. They will be installed in the spring of 2021.

The Very Revd Nicola Sullivan, Dean of Southwell
Tel: 01636 817282 (Dean's PA)
Email: dean@southwellminster.org.uk

Electoral Roll

Numbers on our electoral roll have not changed markedly over the past year. It has nevertheless been a pleasure to welcome a few new joiners, and we look forward to a rise in numbers as weddings and baptisms return to a more normal pattern. At the end of 2020, the number on our Roll stood at 230.

If you are not registered please contact me for an enrolment form.

Peter Gibbins, Electoral Roll Officer
Tel: 01636 555578
Email: stewardship@southwellminster.org.uk

SITES AND BUILDINGS

Sacrista Prebend Retreat House

Sacrista continued to offer quiet days, private and group retreats until the lockdown in March and the house has been closed since then.

That has not precluded the community established around Sacrista continuing to offer one another support and two groups; the Stilling Prayer group on Monday evenings and the Thursday Silence and Meditation group offer weekly resources. For more on these, including contact details, please visit <https://www.southwellminster.org/prayer-and-meditation>.

We remain grateful to our amazing volunteers, especially the gardening team who work through the winter season too to keep on top of all the maintenance and those who support Sacrista in prayer and administrative tasks. We are grateful to the clergy team who have supported the twice weekly Eucharists. Sacrista has always highly reliant on volunteers, and this has been particularly true this past year in the absence of a warden and with Andy currently working in estate management for the Minster and Beatrice in the Minster shop due to Sacrista's prolonged closure.

I was licensed as part-time warden at Sacrista in November and have joined the Minster clergy team. Sacrista is to develop a Wellbeing Centre that embraces care for Creation. Work has begun on developing this exciting new vision for Sacrista, which includes reaching out to all across the diocese. In part this will be achieved through developing on-line resources some of which will continue to complement activities in the house when lockdown ceases.

At the same time there are plans to refurbish the building thanks to a generous legacy from the Convent of St Laurence. That includes improving our energy conservation, which is not only prudent but an expression of our concern for the environment.

Sacrista is generously financially supported by Chapter who remain committed to Sacrista continuing in its role as a retreat house. We hope that as we emerge from lockdown with a more outward facing vision whilst retaining the homely atmosphere and welcome that make Sacrista special to many.

**The Revd Dr Michèle Hampson, Warden of Sacrista
Prebend Retreat House**

Email: michele.hampson@southwellminster.org.uk

Cathedral Shop

This year has been a difficult one for many and the Cathedral Shop like so many others spent a lot of time with its doors closed.

Our wonderful Volunteers have remained flexible, and cheerfully adapted to changing shift patterns and duties. Nicola, Sarah, Beatrice, and the Volunteers worked very hard over the summer to implement the COVID-secure guidelines set up over the weeks before we reopened. With a new layout, ventilation, social distancing and regular cleaning in place our team has risen to the challenges of working during a Global Pandemic with grace and a smile (although often hidden behind a mask).

The Cathedral Shop online really took off during the November Lockdown and we were happy to welcome our customers back for some Christmas shopping during December.

We gained some new Volunteers and team members this year for which we are thoroughly grateful.

Two of our Volunteer Duty Managers, Mary Dewar and Valerie Allen retired at the beginning of 2020, after dedicating many years of service to the Southwell Minster Cathedral Shop. They brought years of experience and product knowledge to their roles and will be truly missed. It is our hope that when we are all able to meet again safely, we can celebrate with all of our team, old and new.

Amy Rodgers, Cathedral Shop Manager

Tel: 01636 812933

Email: amy.rodgers@southwellminster.org.uk

Fabric Advisory Committee

As with many meetings this year the FAC have continued to meet online via Teams. Having completed the High Quire Roof, work turned to the internal elements of the project, the new sensitive lighting, underfloor heating,

that will stabilise the environment and minimise the deterioration of the stonework, new steps into the Slype, and a lift that will enable access to all those who wish to visit the Chapter House. FAC have been consulted on all aspects of the project and have given their approval to continue with all that has been proposed.

Following the retirement of Mr Chris Richardson, Mr Stephen Littlewood assumed the role of Keeper of the Inventory from January 2020 as previously reported.

The Care of 3 Cathedrals Measure has been updated and approved by General Synod on the 10th of February 2020. The Measure went before Parliament on the 8th of April and came into force on the 1st of July 2020. A key requirement of the new Measure is to make the Cathedral Inventory digital.

Members of the Fabric Advisory Committee in 2020 were: Mr Allan Joyce (Chair), Mr Chris Perrett, Dr Martin Duffy, Mr Chris Richardson, Dr Jeffrey West, Dr Will Bowden and Mr Brian Ayling. In attendance at these meetings are The Very Reverend Nicola Sullivan, Dean, Adele Poulson, Chief Operating Officer, Philip Dixon, Cathedral Archaeologist, Nick Rank, Cathedral Architect.

Adele Poulson, Chief Operating Officer

Tel: 01636 817285

Email: adele.poulson@southwellminster.org.uk

Potwell Dyke Grasslands Action Group

2020 was an exceptionally challenging year for the Group and its management of the site – too wet in winter, too hot and dry in spring, sheep on site too long due to access lane being impassable and, of course, COVID restrictions. No school visits happened which meant we could not claim our usual government grant. At the end of the year, our oldest tree, a c.200-year-old Field Maple, came down in Storm Bella.

Our chairperson Gill Key stepped down in September due to personal family reasons and we subsequently elected Paul Watson, with Alison Watson as his Deputy, to take over as our Chairperson.

Remarkably, despite the pandemic (complying with the law and protecting our volunteers), some 428 hours were gifted, including 17 hours from Brackenhurst students. Over 500 hours, if administration, meetings, surveys, maintaining tools and obtaining materials are included.

Our important annual wildlife surveys feed into national biodiversity databases. We are fortunate to have Kay Old and Marie Legg with the expertise to identify the wildflowers, c.100 varieties this year, slightly down on 2019 but a record number of pyramidal orchids.

MARKETING AND PUBLIC RELATIONS

Marketing & Events

Whilst 2020 has clearly been a year that nobody expected, there are numerous highlights to be proud of.

With the Minster being closed for so much of the year, the focus turned to our online offering. Numerous services throughout the year were pre-recorded, a day or two before going online but we did still manage to hold a few services inside the church, for which online booking forms were set up to ensure we kept a control on numbers during the restrictions. We were delighted to receive the wonderful news early in the year that Southwell Minster had been recognised by Tripadvisor with a 'Travellers' Choice 2020' award. To gain this praise from such a prestigious and trusted organisation such as Tripadvisor, who are known and respected all around the world, is a real honour.

The awards were based on being placed in the top 10% of visitor attractions worldwide with regard visitor reviews and so the fact that they were chosen by the public makes us extremely proud. The quantity, quality and consistency of the reviews show just how much Southwell Minster has to offer and the amount of love that visitors have for it.

In February we held a pancake race in the Nave, between Team Nicola and Team Richard (won by the former), which involved clergy and choristers alike.

February also saw the launch of 'Human Gold', a new exhibition by a collection of 17 Hungarian artists. Artists Ervin and Norbert David were at the launch and chatted to people about the inspiration behind their work, which is based on universal human values.

Our weekly updates on the Leaves of Southwell project have been hugely successful in keeping people up to date with the developments of this important work as and when they happen.

Launched in August, an online series of organ recitals, published to our website and YouTube channel saw remarkable success with thousands of views and was a major factor in our YouTube followers increasing dramatically over the year. A huge thank you to the music department who each took up the challenge to contribute to this endeavour.

In September, our popular Animal Blessing Service moved outside for the first time and took place in the Palace Gardens (formerly the Education Garden). Dozens of people attended with their animals including dogs, cats, donkeys, degus and even a snake! The weather was glorious, and the sound of our wonderful Lay Clerks filled the air as we praised God for our animals who have brought us so much comfort in this most difficult of years.

Robin Old undertook our bird surveys and identified c.40 species. Our annual summer moth trap surveys, since 2010 have recorded over 100 species but disappointingly due to the hay having been cut, only 17 types were identified this year. Weather patterns adversely impacted butterfly numbers which were down approx. 50% compared to 2019.

Financially, the Group has been prudent and despite no income this year, it is financially secure until around 2030. With around 20 years' experience of managing this important Local Nature Reserve and a growing public appreciation of climate change related issues and the natural environment, the Group is now collaborating and engaging with other like-minded groups and organisations such as Green Southwell and the Town Council's Climate Change Working Group.

Paul Watson, Chair

Tel: 01636 816954

Email: pawatson@hotmail.com

Tourist Information Centre

In April 2020, The Tourist Information Centre was relocated from the foyer of The Minster Centre to Southwell Library. Southwell Library, with its central position in the town centre is open to the public 7 days a week (in normal circumstances), has disabled access, parking, and toilets, plus a refreshments area with access to computers and internet access. Southwell Town Council hopes this new location will add to the vibrancy and economic development of Southwell Town Centre.

The Tourist Information Centre is funded and managed by Southwell Town Council. It is staffed by a dedicated team of 20 volunteers, some of whom were originally Minster stewards. The volunteers provide a valuable information service to both residents and visitors, covering festivals, theatre, cinema, concerts, charity events, shopping, restaurants, accommodation, walking trails, public transport and much more. Southwell Town Council extend their thanks to all volunteers for their involvement in the work of the Tourist Information Centre.

Due to the pandemic the Tourist Information Centre has remained closed to the public since March 2020, although tourist information has remained available on www.visitsouthwell.com and by post on request.

**Honor Dunkley, Events and Tourism Co-ordinator,
Southwell Town Council**

Email: eventsandtourism@southwell-tc.gov.uk

In a normal year, the Bramley Festival of Food & Drink and Winter Craft Fair are our biggest events of the year. Due to the restrictions however, both events were cancelled for the year, but we still managed to host a Virtual Craft Fair on the Minster website which included 14 stallholders selling a variety of wares in the run up to Christmas.

We were delighted to launch our first ever musical Advent calendar on 1 December, with a new video every day featuring a performance by one of our talented choristers, Lay Clerks or musicians.

Hope was a word on everyone's lips as we approached Christmas and it was apt that we received the Wall of Hope from the Hope Together organisations. This inspirational prayer installation, consisting of four six-foot-high illuminated letters spelling the word HOPE was situated in the High Altar Sanctuary and provided an opportunity to reflect on the hope of the gospel as we approached the end of 2020.

Our use of e-comms through our electronic distribution channels have allowed us to send numerous e-shots resulting in over 73,000 emails delivered to people all over the world.

We have a lot planned for 2021, restrictions permitting, including the return of outdoor theatre, the Plant Hunters' Fair, Bramley Festival and Winter Craft Fair as well as a poignant art installation, *The Leaves of the Trees*, from renowned sculptor Peter Walker which will be in place from mid-May until early June.

For details of all our upcoming events, please visit our website or sign up to one of our newsletters (available on our homepage).

Glenn Formoy, Head of Marketing & Events
Tel: 01636 817284
Email: marketing@southwellminster.org.uk

Media Relations

The last year has thrown up real challenges for all our communication due to the pandemic, with many of our traditional media activities suppressed as we adapted to digital communications and social media channels to share inspirations and news with communities and followers across the diocese.

In September, we celebrated the ordination of the new Bishop of Sherwood, the Revd Andrew Emerton. Andy began his journey to ordination from Southwell Minster and travelled north to a service at York Minster, which was live-streamed to thousands of viewers from across the globe, overcoming some of the social distancing restrictions that were in place at that time.

This year's ordinations, which usually take place in July, were delayed until September, and took on a very different feel. With attendance inside the minster still largely prohibited, our celebrations took on a more reflective feel. Our coverage was largely focused on social media, with a mixture of videos and stories about the candidate's journeys, enabling a wide audience to virtually meet this year's ordinands and licensed lay ministers and celebrate their arrival in our online communities.

In October, BBC East Midlands reported from the Minster when Bishop Paul Williams was joined by Andrew Emerton, the Bishop of Sherwood in a feature about the challenges we have all been facing across all our communities in this pandemic year and offering messages of hope as we entered a second national lockdown.

Sue Pringle

Tel: 07932 366380

Email: sue.pringle@southwell.anglican.org

Minster Website and Social Media

Website

The functionality of our website has gone from strength to strength in 2020 as we have embraced the need to do things differently. Videos of services and concerts have been shown throughout the year and 2021 promises much more, including the use of live-streaming...watch this space!

We have also received numerous generous donations through the website which has been a vital source of income in what was such a difficult year.

With the Cathedral Shop being closed for much of the year, the focus shifted to its online offering, especially in the run up to Christmas. The product range available online has grown immensely throughout the year and has been a valuable source of income.

During December, we organised a musical Advent Calendar, using the talents and skills of the choristers and musicians that we are so lucky to have.

A Virtual Winter Craft Fair replaced the usual event which ordinarily would be held in the Nave but due to the restrictions meant we moved it online. In total, 14 different virtual stalls offered a variety of gifts in the lead up to Christmas.

Social Media

Our use of social media has continued to grow, allowing us to deliver our messages further and wider as well as reaching diverse audiences. With the upturn in the number of services and organ recitals amongst other

musical offerings, that were shown online, our YouTube channel has seen a big surge of over 300 people subscribe over the last year. Our other social media channels all continued to see a decent increase in followers and engagement, and this has been a pivotal way of communicating.

Please visit our website: www.southwellminster.org and, if you haven't already, follow us on:

Facebook: @SouthwellMinster

Twitter: @SouthwMinster

Instagram: @southwellminster

Youtube: youtube.com/southwellminster

Glenn Formoy, Head of Marketing & Events

Tel: 01636 817284

Email: marketing@southwellminster.org.uk

Southwell Leaves Magazine

Southwell Leaves has weathered the coronavirus restrictions. Only a limited number of printed copies of each edition were produced during the year but the magazine has been made available online and this appears to have been welcomed. A small number of printed copies have been distributed to those known to have limited internet access, and to a small but faithful number of postal subscribers.

Summer 2021 will see five years of Southwell Minster's magazine in its current form and the team responsible feel it time to hand on the baton. There is a real risk of our beginning to repeat ourselves if that is not already discernible. The June/July 2021 edition will be *our* last.

It remains to be seen what the future form of the magazine will be. Our decision to stand down happens to coincide with an intended review of communications by the Cathedral Chapter and hopefully some clarification of this will emerge from that.

Hugh Middleton, on behalf of the *Southwell Leaves* production team.

Hugh Middleton, on behalf of the Southwell Leaves production team

Email: hugh.middleton@nottingham.ac.uk

THE LEAVES OF SOUTHWELL PROJECT

Although there were periods during 'lockdown' when contractors were off site, the first phase repairing the quire high roofs was completed on time and on budget by 31st July. Restoration work inside the Chapter House and slype commenced in the summer and continued though the year. The floor was lifted, and an underfloor 'wet' heating system was installed. For the first time in over 700

years, electricity cables were laid! The project is due for completion in the summer of 2021.

The Very Revd Nicola Sullivan, Dean of Southwell

Tel: 01636 817282 (Dean's PA)

Email: dean@southwellminster.org.uk

**PARISH OF THE BLESSED VIRGIN MARY
SOUTHWELL**

**Annual Parochial Church Meeting
to be held in the Nave on
Tuesday 27th April 2021 at 7:30 pm**

A G E N D A

1. Prayers
2. Apologies for absence
3. Minutes of the Annual Meeting of Parishioners 2020
4. Election of Churchwardens for 2021-2022
5. Appointment of Auditor
6. Report of the Electoral Roll Officer
7. To receive and consider the accounts for 2020
8. To receive and consider the 2020 Annual Report
9. Report from the Deanery Synod Representative
10. Safeguarding
11. Dean's remarks
12. Date of next meeting: Tuesday 26th April 2022, 7:30pm, the State Chamber, Archbishops' Palace

**PARISH OF THE BLESSED VIRGIN MARY
SOUTHWELL
Annual Parochial Church Meeting
held in The Nave on
Sunday 18th October 2020
Minutes**

Present: The Dean (Chair), Mr Tim Richmond, Mrs Vicky Thorpe, Mrs Adele Poulson (APCM Clerk) and 34 Parishioners.

1. **The Dean** opened the meeting with prayer and welcomed everyone to the Nave of the Minster, explaining that the APCM had been postponed from April due to the COVID-19- 19 pandemic.
2. **Apologies for absence** were received from Canon John Loughton, Mrs Vicki Loughton, Ms Ann Smith, Mr Paul Smith, Mrs Margaret Shannon, Mrs Alison Middleton, Dr Hugh Middleton, Mr David Shearman, Mr Robert Ridgewell, and Mr Nick Thorpe.
3. **Minutes of the Annual Meeting of Parishioners 2019** held on 25th April 2019 and previously made available in the Annual Report, were agreed, and signed as a true record by the Dean. The minutes were proposed by Mrs Elizabeth Yule and seconded by Mr Michael Ward-Fitches.

4. Election of Churchwardens 2020-2021

Mr Graeme Hocking stepped down as Dean's Churchwarden and was warmly thanked by the meeting for his long service and for his commitment, dedication efficiency and care. The Dean awarded Mr Hocking the title Churchwarden Emeritus, which will be acknowledged at the Commissioning of Churchwarden's during a future service. Due to the Covid-19 pandemic, a date could not be confirmed.

The Dean explained that members of the needlework guild had created new gold sashes that would be worn by churchwarden's and sides people to help worshipers identify key people at services.

The following people were elected to serve:

Dean's Churchwarden

Mr Andrew Bates

Mrs Jean Jackson

Peoples' Churchwarden (Elected)

Mrs Kathy Hocking proposed by and seconded by Mr John Diabell and Mr David Shannon.

Ms Meg Maunder proposed by Mr John Diabell and by Mr David Shannon.

Deputy Churchwarden

Mr David Shannon

Mr James Bostock

The Dean informed the meeting that Mr Peter Gibbins would be standing down as a Deputy Churchwarden and thanked him warmly for the service he had given to the Minster. The Dean informed the meeting that Peter would continue to serve the Minster through the membership of other committees.

The Churchwarden's were thanked by the Dean for their generous, patient, and ongoing contribution to the life and work of the Minster.

Election of Deanery Synod Representatives

The Dean explained that the Deanery Synod was the link between the people in the congregation, the Diocese – through Diocesan Synod – and the Church of England nationally – through General Synod.

The Dean informed the meeting that Mrs Christine Kent would be stepping down as a representative and gave thanks for her contribution over the past three years. The Dean explained that Robert Ridgewell had undertaken the role for one year but was willing to be nominated again for a further three years.

Deanery Representatives elected to serve:

Mr Robert Ridgewell agreed to continue to serve as a representative.

Mr James Bostock volunteered to be a representative.

The nominations were proposed by Mrs Angela Ashwin and Seconded by Mr Peter Gibbins.

6. Report from the Electoral Roll Officer

Mr Peter Gibbins confirmed that there were 232 people on the 2019 electoral roll. He reminded the meeting that the number was significantly lower than in 2018 following the preparation of a new electoral roll. Peter invited everyone to let him know if there were people who had been missed off

the revised roll so that he might be in touch with them. Dean Nicola gave her thanks to Peter for holding the role of Electoral Roll Officer and for agreeing to continue for another year.

7. To Receive and Consider the Audited Accounts

After being invited by the Dean to give his report Mr Richmond made the following points:

Mr Richmond stated that he was the chair the Finance and Investment Committee and stated that the accounts had been audited by the externally appointed auditors and agreed by Chapter.

Income:

The total income for the year amounted to £1,897, 428 of which 40% was grant income and included £315,480 from the National Lottery Heritage Fund for the Leaves of Southwell Project. Also included was £269,547 from the Church Commissioners for staffing and support costs. Voluntary income continues to provide a valued source of income and includes £156,500 received through regular planned giving. Activity income includes the Minster Shop which netted a profit of £47,731 for the year. The Cathedral's investment portfolio generated an income yield of 3.3%. Mr Richmond stated that working with the appointed auditors Chapter examined how its restricted and unrestricted endowment funds had been accounted for that the historic situation going back many years had now been rectified.

Expenditure:

Total expenditure for the year amounted to £1,874, 509 of which 32% was on the Cathedral's Ministry including costs for clergy, music and services. The upkeep of the Cathedral and its grounds cost £660,179 and includes £386,445 for the Leaves of Southwell project. Education and Outreach expenditure of £101,606 includes the historic and theological library as well as school visits and Time Travelling.

Result:

The net movement in funds during the year, including a net investment gain of 244,996 was an increase of £267,915. This is split £300,549 on the general fund which includes a £ 389,892 transfer from the endowment funds, £3,035 surplus on the designated funds, £193,117 surplus on the restricted funds and a £228,786 decrease in endowment funds. The transfer from endowment to general was from a re-design of historic general fund surpluses that had previously been transferred to endowment. Overall, the Chapter's funds at 31st December 2019 stood at £10.1m most of which is endowment fund held in property.

Mr Richmond explained that the Finance and Investment Committee, and the Business Advisory Group had been working to improve the overall financial income. In December 2019 Chapter agreed a £49,000 deficit budget with clear targets of £110k to deliver a balanced budget by the end of 2020. In February before the Covid-19 lockdown there was a clear indication of increased giving and signs of financial growth. Donations in the Minster had increased through clear information and leaflets.

Mr Richmond confirmed the accounts had been approved by Chapter.

The Dean thanked Mr Richmond for his presentation and for his continued guidance and oversight.

The Dean asked if there were any comments or questions.

Mr Patrick Sills said the shop profit was encouraging and asked that thanks were recorded for the work of the Manager, Assistant Manager and Volunteers. Mr Sills commented on the excellent quality of the goods sold in the shop.

Mrs Helen Sills asked that there was a policy of ethical investment. Mr Richmond was able to confirm that investments followed the guidance set by the Church of England and the Church Commissioners.

Following the meeting the accounts will be placed on the Minster website.

8. To Receive and Consider the 2018 Annual Report

It was explained that normally there would be two reports, the glossy outward facing publication, and that the white report which is a commentary from the Minster Community Forum and the Cathedral Chapter. Due to the COVID-19- 19 pandemic it had been agreed not to publish the glossy report, and that the traditional white report could be found on the Minster website.

9. Safeguarding Update

Mrs Thorpe, the Safeguarding Coordinator, stated that the SCIE Audit planned for September 2020 had been postponed until 2021 and that the Minster was waiting for conformation of the revised dates. Mrs Thorpe explained that the Minster continued to work closely with the Diocese and that during 2019 Mrs Donna Barnard Carlin had left her position, and that she had been replaced by Mr Julian Hodgson, who had previously been the Diocesan Safeguarding Advisor in the Diocese of Derby. It was reported that Lucy Grimsey has been appointed as the Assistant Diocesan Safeguarding Advisor. Despite Covid-19 safeguarding remains a high priority and that Mrs Thorpe, Mrs Poulson and the Dean meet on a regular basis to discuss safeguarding matters. Mrs Thorpe encouraged all those present to undertake basic safeguarding training to ensure they remained aware of this important issue. The Dean acknowledged the release of the recent IICSA report and that there was much to be learnt from the published information.

The Dean thanked Mrs Thorpe for her report and continued work.

10. Dean's Remarks

The Dean started by thanking everyone who had helped to produce the annual report which demonstrated great teamwork by staff, and the 300 volunteers that so generously gave their time and energy to the life of the Minster.

Thanks, were again given to Graeme Hocking for his service to the life of the Minster.

As the previous chair of the social committee, thanks were given to Mr Andy Arrowsmith who had worked tirelessly for the Minster over many years. The Dean stated that a gift to recognise Andy's contribution would be made in due course.

In 2019 the Minster welcomed Canon Richard as Canon Precentor, Jonny Allsopp as Assistant Director of Music, James Furniss-Roe as the Organ Scholar and Nick Harding as the Children and Families worker.

In 2019 we said goodbye to Canon Nigel and Rhoda as they retired to the New Forrest, to Matthew Askey who took up a new post at Worksop College and to Tony Evans retired as the Warden of Sacrista.

Moving on to the Leaves Project the Dean explained the different phase of the project and what had, or would be delivered in each phase, this included:

- ❖ Phase 1 – the High Quire Roof. Work took place between September 2019 – July 2020 and was delivered ahead of schedule and under budget.
- ❖ Phase 2 – In June 2020 work commenced in the Chapter House and slype. The stone floor was lifted to allow for underfloor heating. Other improvements include internal lighting and a cantilever lift.
- ❖ Phase 3 – work to the external paths and lighting commenced in September 2020 and will replace the existing floodlights and badly damaged paths.
- ❖ Phase 4 – the education garden and paddock will be developed and renamed the Palace Gardens. Work will be completed in Spring 2021
- ❖ Inside the Minster the welcome area will be developed, there will be a new desk and retail furniture, along with two new videos and a range of guidebooks. New signage in the Minster and Palace Gardens will complete the overall interpretation and wayfinding.
- ❖ A five-year activity plan has been developed and focuses on four strands, new activities for learning and participation, school, heritage skills and volunteering programmes.
- ❖ The project completion is May/June 2021 at a cost of £2.3m.

Moving on to the worship consultation in November 2019, the Dean explained that due to Covid-19 it had not been possible to implement the changes identified through the consultation. During the pandemic services moved online and going forward there is the intention to move to live streaming.

The Dean acknowledged the recently released Independent Inquiry into Child Sex Abuse, IICSA report that identified a culture within the Church of England that had created painful and deep wounds, and that there was much to learn from the report to ensure there was a safe place for all children and vulnerable adults.

Looking to the future the Dean acknowledged the £400k Cultural Recovery Grant which will enable the Minster to develop new areas of growth, which have been severely reduced due to Covid-19. The money will allow staff to be returned from furlough and will have to be spent by the end of March 2021.

The Dean explained that Chapter are redefining the core purpose and strategic priorities that will be delivered over the next five years and will be covered by three key areas:

- Everyone Welcome
- Excite Faith
- Engage Community

There will be more information about plans and the core purpose in the coming weeks with an opportunity to consult and comment on future plans.

Moving on to the Cathedrals Measure which will go before General Synod November 2020 the Dean outlined the key areas of the Measure which included:

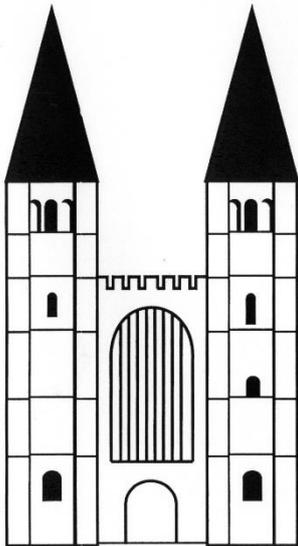
- Chapter as sole governing body
- Optional Advisory Council
- New Constitution and Statutes
- Cathedral with a parish (no longer 'parish church cathedral')
- Regulated by Charity Commission

Following approval, the Dean explained that there will be much work to do to implement the new Measure which Adele as Chief Operating Officer will work with me to implement the required changes.

The Dean ended by thanking everyone for their contribution to the life of the Minster.

The Dean asked Canon Richard to conclude the meeting in prayer.

11. Date of Next Meeting – Tuesday 27th April 2021 at 7:30 in the State Chamber.



Southwell Minster

*The Cathedral and Parish Church
of the Blessed Virgin Mary*