



**Annual General Meeting  
and  
Easter Vestry Meeting**

**Sunday 11 May 2014**

## Contents

Easter Vestry Meeting Agenda .....	3
Annual General Meeting Agenda.....	4
Minutes of the Previous Annual General Meeting .....	5
Minutes of the Previous Easter Vestry Meeting .....	9
The Dean’s Report.....	11
Cathedral Administrator’s Report.....	12
Manchester Cathedral Extract of Financial Statements Year Ended 31 December 2012 .....	13
Cathedral Archives .....	19
Manchester Cathedral Guild of Change Ringers Annual Report 2013/2014 .....	20
Booth Centre.....	21
The Booth Charities Grant Distribution Overview .....	22
Organist & Master of the Choristers’ Report.....	27
Churchwardens’ Report .....	28
Cathedral Community Committee .....	29
Deanery Synod .....	30
18 <sup>th</sup> April 2013 at St. Edmund’s .....	30
1 <sup>st</sup> July 2013 at St. Crispin’s.....	30
9 <sup>th</sup> October 2013 at St. Werburgh’s .....	30
27 <sup>th</sup> January 2014 at St. Margaret’s .....	31
Manchester Cathedral Development Project .....	32
Education Officer’s Report.....	33
Electoral Roll Report 2013/2014.....	35
Envelope Scheme and Planned Giving.....	36
Friends of Manchester Cathedral .....	37
Heating Project .....	38
Manchester Cathedral Visitor Centre .....	39
Visitor Services.....	40
Manchester Cathedral Voluntary Choir .....	42
Manchester Cathedral Volunteer Programme .....	43

## Easter Vestry Meeting Agenda

Sunday 11 May 2014

Notice is hereby given that the Easter Vestry Meeting will be held in the Cathedral Nave on Sunday 11 May at 12.15pm. The function of the meeting is to elect Church Wardens, Stewards and other lay officers of the Cathedral.

### AGENDA

1. Opening Prayers.
2. Apologies.
3. Notice convening the meeting.
4. Minutes of last Vestry Meeting dated 28 April 2013.
5. Matters arising from the minutes.
6. Election of Church Wardens. [+] [#]
7. Election of Stewards [+]
8. Election of Lay Members of Chapter as and when required [+]
9. Any other business.

*NB [+] Only persons whose names appear on the Electoral Roll of Manchester Cathedral are eligible to vote.*

*NB [#] Church Wardens at Manchester Cathedral have no statutory responsibilities. Church Wardens are the Senior Stewards. It is therefore essential that those nominated as Church Wardens are already serving as Stewards of Manchester Cathedral.*

## Annual General Meeting

Sunday 11 May 2014

Notice is hereby given that the Annual General Meeting will be held in the Cathedral Nave on Sunday 11 May 2014 immediately following the Easter Vestry Meeting.

### AGENDA

1. Minutes of the Annual General Meeting dated 28 April 2013.
2. Matters arising from the Minutes of the last General Meeting.
3. Election of the Deanery Synod Representatives as and when required [+]
4. Reports.
5. The Dean's Report.
6. Any other business.
7. Closing Prayers & The Grace.

*NB [+]* Only persons whose names appear on the Electoral Roll of Manchester Cathedral are eligible to vote.

## Minutes of the Previous Annual General Meeting

Held Sunday 28th April 2013 in the Cathedral on the Street

Chairman: The Dean

Secretary: Jennifer Curtis

1. **Minutes and matters arising**

The minutes of the meeting on 11th March 2012 were signed by the Dean as a true record. There were no matters arising.

2. **Election of Deanery Synod Members**

The Dean explained that the cathedral lies geographically within the Hulme Deanery but that, as the mother church of the diocese, it does not align itself with the activities of any one deanery. However, it does have three representatives who are each elected for a three year term to be members of Hulme Deanery Synod. Sylvester During and Kathryn de Belle had been nominated to fill the vacancies and join Basil Fox as our representatives. As there were no further nominations they were declared elected.

3. **Election of Cathedral Community Committee Members**

The Dean explained the role of the Community Committee in providing a way of addressing the issues which arise in the many different Cathedral communities and congregations.

Diana Fletcher was standing for re-election and was declared elected. There was one further vacancy for which the Dean asked for nominations. Pauline Dimond volunteered but queried her eligibility as she is a member of the electoral roll elsewhere but not at the Cathedral. It was agreed that she could be co-opted if she was found to be eligible and joined the electoral roll.

4. **Reports from Organisations**

Reports had been made available prior to the meeting so the Dean briefly introduced each of them in turn and invited questions.

a) *The Booth Centre*

The Dean thanked Amanda Croome and her team for their work in meeting the increasing problem of homelessness in the city. In response to a question from Anthony Williams about the likely date for the Booth Centre to move to new premises, he explained that negotiations were in progress to purchase a property nearby, which would allow the Centre to move and provide it with much needed additional space. The Holt Trust had given £800,000 for this capital project. If the purchase completed successfully, 3-4 months would be needed for refurbishments, possibly allowing the move by the end of 2013. Chapter would then have the challenge of deciding the best way to re-deploy the space released.

b) *Bellringers*

The Dean reported a change in personnel, including Malcolm Murphy as the new Tower Captain and the Precentor as their chaplain. He thanked all the ringers but gave particular thanks to the outgoing captain, Roland Eccles, who had retired after many years service, and to Peter Bellamy-Knights, their long-serving treasurer.

c) *Sunday School*

The Dean paid tribute to Agneta Koenraads and her team for their enthusiasm and hard work. He emphasised his appreciation for their success in difficult circumstances, very unlike those of a parish church.

d) *Planned Giving*

The Dean thanked Peter Briggs for his work. Peter re-emphasised the need for more

contributors and asked the congregation to inform him of new congregation members who might join the scheme. He recorded his thanks to Barbara Evans for deputising in his absence.

The Accountant spoke about the importance of Gift Aid in maximising the value of donations. He emphasised that full addresses were required but that this information was only passed to HMRC and not used for any other purpose.

e) *Cathedral Community Committee*

The Dean thanked Beryl Cheshire for her work as Chairman of the Committee.

f) *Churchwardens*

Having spoken about the Wardens and Stewards during the Vestry Meeting, the Dean again thanked them for their work.

g) *Cathedral Music*

The Dean expressed his thanks to Christopher Stokes and all the musicians for the splendid music throughout the year, particularly the singing of our world-class choir. He acknowledged the important place of music in the life of the Cathedral which was being further supported by the Development Project in the plans for a new organ.

h) *Voluntary Choir*

The Dean praised the Voluntary Choir with its increased numbers and higher standard of singing, thanking Jeffrey Makinson and the other musicians for their efforts.

i) *Education Department*

The Dean paid tribute to the excellent work done by Hannah Currin during Pam Elliott's maternity leave. He welcomed Pam back and thanked the Education Department as a whole, wishing them success as they travel round the diocese while the Cathedral is inaccessible. He noted that the results of an art project with children from Wythenshawe schools would soon be on public display at Manchester Airport.

j) *Cathedral Friends*

The Dean thanked the Secretary, Pauline Dimond and the Friends, acknowledging the huge help they give to the Dean and Canons, particularly in their support of education and the choir. Pauline was pleased to announce that membership numbers had recently increased.

k) *Electoral Roll*

The Dean thanked Kim Green for her work in maintaining the Electoral Roll. She was currently exploring possibilities for a 'Pastoral Roll' distinct from the official Electoral Roll which often contains names of those wishing to be married in the Cathedral who do not join the permanent community.

l) *Cathedral Visitor Centre*

The Dean was delighted to report that, after several loss-making years, the CVC had made £28,000 profit in 2012 and thanked the CVC Board and others who had contributed to the turn round in its fortunes. St Denys' bookshop in the basement was also doing well, contributing both by paying rent and to wider Christian witness. Interviews would be held soon for a new café tenant. He recorded his thanks to the volunteers who had been so successful in running the café in the interim.

Basil Fox, himself a regular cafe volunteer, pointed out the synergy of café and bookshop and asked that more encouragement be given to Kevin Lewis, an artist and Explore member who had provided the café artwork.

m) *Development Project*

Anthony O'Connor highlighted the £37,200 raised last year from events and also the work of the Volunteer Programme which was having a huge impact on the lives of its

participants. He was pleased to announce that the programme had been nominated as a finalist in the Employment Related Services Association Employability Awards. After a successful visit by Cathedral and City representatives to Washington at the invitation of the British Embassy, the Dean of Washington would be making a return visit soon.

The Dean paid tribute to Anthony and his work, particularly in building the relations with the City and its business community which had made the Cathedral on the Street possible.

*n) Welcomers and Guides*

The Dean highlighted the transformation in the welcome we give our visitors, particularly the regular tours and the recruitment of new, younger welcomers and guides. He thanked Mike Evans, Janet Rank and Jenny Curtis for their work.

Anthony Williams emphasised the need for foreign language versions of our revised welcome leaflet and asked for names of native speakers of other languages who might translate the agreed text.

The Dean pointed out that for many overseas visitors to the city the Cathedral is the first thing they look for, leading to 140,000 visitors per year. The Cathedral was hoping to appoint a part-time Visitor Services Manager later in the year to develop the offer to visitors.

*o) Deanery Synod*

Basil fox added to the Dean's previous remarks by welcoming the newly elected representatives. He reported that the Deanery had been shocked by the failure of the vote to allow women bishops.

*p) Humphrey Booth and Pilkington Charities*

The Dean signed the Annual Report and Accounts of the Booth Charities.

*r) Cathedral Accounts*

The Cathedral Accountant, John Atherden, presented the extract from the 2012 accounts, explaining that they had been audited but not yet accepted by Chapter. This was due at its June meeting. He offered the full accounts for perusal by anyone who wished to see them. He explained the various sources of income and noted the turn around with a more than £100,000 surplus in 2012 compared with a deficit of £19,000 in 2010. However, £144,000 had already been spent on preparatory work for the heating project prior to the contractors starting work.

The Dean thanked both John Atherden and Anthony O'Connor and pointed out that there were financial challenges ahead as the Cathedral had withdrawn £2.4 million from its historic resources to finance the heating project.

**5. Dean's Report**

The Dean wished to record official thanks to Nigel Ashworth and the PCC of St Ann's and also to Sacred Trinity for the use of their churches during the heating works. He also wished to thank those parishes hosting the Voluntary Choir and the Education Department.

Ordinations in 2013 would take place in Bury, Bolton and Oldham parish churches, the judges Service at St Ann's and the Civic Service in the Town Hall.

He also thanked Katy Cunliffe (formerly Leese), clergy, stewards and wardens for their additional work during the Precentor interregnum.

6. **Any Other Business**

- a) **Holy Floor.** Several people had expressed a wish to have a piece of the crinoid-containing limestone from the Cathedral floor. It had been agreed that unmounted pieces would be available in return for a donation. A list was provided for those who were interested to sign. Margaret Puttick asked that schools be offered a piece because of the geological interest. The Dean assured her that a piece would be mounted in the Cathedral so that its story could be told.
- b) **Fund Raising.** Barrie Cheshire spoke about the need for the Cathedral community to have a Cathedral building which is fit for purpose and asked for them to help in whatever way they could with the funding. Anthony O'Connor emphasised the way in which small, regular donations mount up to provide that much needed funding. They asked that all members of the community consider carefully what they could afford to give.
- c) **Cathedral Finances.** Peter Briggs asked about funding for a visit by the Dean to Melbourne at the invitation of the Archbishop, and the likely benefit to Manchester Cathedral. The Accountant explained that each year Chapter approved a small travel budget but that this did not include a visit to Australia. The Dean spoke about the historic link with the diocese of Melbourne and said that, although he had indeed been invited, he had not accepted the invitation.

Peter Briggs also asked about the cost of the Visitor Centre to the Cathedral and was reminded that it had made a profit this year.

The meeting closed with the Grace at 1:25pm.

JMC. May 2013



## Minutes of the Previous Easter Vestry Meeting

Held Sunday 28th April 2013 in the Cathedral on the Street at 12 noon.

Chairman: The Dean

Secretary: Jennifer Curtis

### 1. Introduction

The Dean began proceedings by welcoming community members to the unique venue of the Cathedral on the Street (CotS). He hoped that our sojourn in a smaller building, more the size of a parish church, would, by bringing us physically closer, encourage us to get to know each other better and to encourage one another in our faith.

### 2. Review of the past year

Canon Andrew Shanks invited attendees to reflect on the good things which had happened in the past year. He gave some examples and asked attendees to write their own suggestions on slips of paper. He read out some of them immediately (including Bishop Nigel's farewell Evensong, two police funerals, the Explore group, Dig the City) and promised to publish the complete list in Cathedral News.

### 3. Opening

The Dean opened the formal proceedings with a prayer. There were approximately 40 attendees.

### 4. Apologies

Apologies were received from: Ian & Barbara Baynham, Pat Corbett, Joe Ejiakwekwu, Kim Green, Evelyn Haywood, Margaret Knowles, Amos Millington, Derek and Gladys Pike, Ian Shaw, Ralph & Judy White, Margaret Williamson.

### 5. Minutes of the meeting on 11th March 2012 and matters arising

The minutes were signed as a correct record by the Dean. There were no matters arising.

### 6. Election of Churchwardens

There had been three nominations: Geoffrey Bamping, Graham Curtis and Jack Peacock. The Dean invited further nominations but as none were forthcoming Geoffrey Bamping, Graham Curtis and Jack Peacock were declared elected for a further one year term. The Dean thanked them for their hard work during the past year.

### 7. Election of Stewards

The Dean thanked all the stewards for their help throughout the year, acknowledging that theirs is an indispensable role. He gave particular thanks to John Jervis, who was retiring having been a steward since 1964.

The following serving stewards had agreed to stand for re-election and were declared re-elected *en bloc*: John Acaster, Helen Bamping, Geoffrey Berry, Peter Briggs, Barrie Cheshire, Beryl Cheshire, Jennifer Curtis, Kathryn de Belle, Gordon Egerton, Joe Ejiakwekwu, Barbara Evans, Basil Fox, Daphne Greaves, David Haywood, Doreen Hollingworth, David Howe, Paul Kidd, Derek Pike, Elaine Screeton, Paul Seymour, Ian Shaw, Ian Simpson, Andrew Yoo.

The Dean invited any further nominations for new stewards. Sylvester During, Alan Maguire and Tom Matthews had already been proposed and seconded and were declared elected, giving a total of 26 stewards.

### 8. Election of a lay member of the Cathedral Chapter

The Dean explained that no action was necessary this year as the two lay members elected by the community were elected for three year terms in 2011 and 2012.

### 9. Any other Business

In the absence of any other business the Dean closed the meeting at 12.25 and proceeded to the Annual General Meeting.

JMC - 28/04/2013

# **REPORTS**

**for**

**2013**

## The Dean's Report

Much of the past year had been focussed on our worship in Cathedral on the Street whilst the Cathedral was being repaired and re-ordered. I am very pleased with the work on the underfloor heating system and the re-ordering that has taken place. The heating system is eco-friendly using ground source water and pumped into the system. In fact, the heating levels have become much too warm – hence a Chapter decision to stabilise the temperature at 19 C degrees on a constant level throughout the year.

The re-ordering has enabled the Cathedral to become more spacious and also to enable more chairs to be placed into the central nave area. I am very pleased with this because it gives better vision and participation in the central nave area facing the altar during Sunday worship. I am pleased that we have managed to retain some of the 'horse boxes' on the north side of the quire. All this work cost the Chapter £2.3m.

I trust the Cathedral is now warm enough for everyone and I am grateful that we were able to install our new diocesan Bishop David Walker on St Andrew's Day in November 2013. Workmen were still busy until 1.00pm on the day of the bishop's installation! My good wishes to Bishop David as he settles into the diocese and for his generous support for all that goes on at the Cathedral. I am especially grateful that Bishop David was able to be with us for the re-dedication of the Cathedral on Advent Sunday 2013! A special thank you to Bishop David for leading the Lenten series on Prayer this Lent.

Other developments during the past year have included the Booth Centre moving to new premises at Pimlott Steet across from Trinity Way. This has been a wonderful gift to them from the Holt Trust and the official opening is on 15 May 2014. I hope we will continue to support their work with the homeless in the city in coming years.

Our new Organ is now fully funded, thanks to a generous gift from a charitable trust in Greater Manchester. Anthony O Connor will say a bit more about this in his report to the AGM. Part of the lighting scheme has also been funded by this donor. I hope to see the new Organ installed and revealed to the public by Christmas 2017. It is my hope that the lighting scheme will also be completed during this period.

We hope to receive some assistance from the Chancellor's gift of £20m to English Cathedrals to do some repairs on our lead roof. Designs regarding the new West End facilities (public toilets, new Sacristy, Chair Store, community rooms and a shop) is now in progress. The first update on this will be done in June this year. So watch this space!

The Proper Tea Company is now well established in the Café and receiving good support from the community. They have created a good offer to the huge number of visitors to the Cathedral. New staff have joined our team and a warm welcome to them: Stuart Shepherd (Cathedral Administrator), Lucy Shepherd (Worship & Music Administrator) and Dympna Gould (Visitor Services Manager). Brendan Dooley has been appointed as our Quantity Surveyor to provide management of our development projects.

We bade farewell to Canon Andrew Shanks who retired in September, and I wish to record my thanks to him for his ministry among us.

Thank you to all our clergy, staff and volunteers for your sterling work and support over this past year.

*Rogers Govender*

## Cathedral Administrator's Report

I arrived as Cathedral Administrator in September 2013 and spent the first few months getting to know the various aspects of cathedral governance. Immediate priorities were identified and these included the need for: a full review of the Staff Handbook and all HR policies and procedures; a full review of the current safe systems at work in the Cathedral and the Health & Safety policy and procedures; a fire risk assessment of the Cathedral and its administration offices to be undertaken and a thorough review of the safeguarding arrangements in conjunction with the diocese.



Although the HR review will be ongoing until May or June 2014, last year was a time for collating the current HR policies and procedures at the Cathedral, reviewing staff job descriptions and contracts of employment and then creating a comprehensive HR file for each member of staff. We have also implemented an electronic HR file for all members of staff by using Sage HR software, which will now record absences from work due to illness, annual leave and time off in lieu more effectively and allow us to produce statistics and key performance indicators (in future) for the first time. The system also works seamlessly with the payroll system. We've also collaborated with other cathedrals in the Lay Salary Review, which has helped us to benchmark staff salaries against counterparts in other cathedrals. In December 2013 we submitted our application to become an accredited Living Wage Employer and this has since been received – we're one of the first Church of England cathedrals to become an accredited Living Wage Employer!

In December 2013 we instructed STORM Consultancy Ltd. to undertake a full Health and Safety audit of our policies and procedures and a full fire risk assessment of our buildings; a number of helpful observations were made and a set of recommendations have since been presented to the Chapter. STORM Consultancy Ltd. has now been appointed as the Cathedral's Health & Safety consultant; a new suite of H&S policies procedures and associated training will follow in 2014.



Manchester Diocese undertook a full review of its safeguarding arrangements over the last three months of 2013 and the Cathedral was also invited to participate; the review was led by The Churches' Child Protection Advisory Service (CCPAS). As the Cathedral's Safeguarding Officer I attended all review meetings and engaged fully in the process, working collaboratively with Chetham's School of Music to ensure their safeguarding needs were also met. A report was presented to the Safeguarding Review Group and its recommendations were accepted by all concerned. In 2013 we also underwent CCPAS-endorsed safeguarding training and undertook additional training on the new criminal record checking process led by the Disclosure and Barring Service (DBS). All of our job roles have now been carefully assessed and externally scrutinised to ensure that we are vetting all of those job roles that we are legally required to check.

Part of my role as Administrator is to fully understand the financial situation of the Cathedral; as such I continually work closely with the Accountant to fully understand the peculiarities of the Cathedral finances and to identify opportunities for becoming more cost-effective. Various value-for-money initiatives are being considered and these will be pursued throughout 2014. Examples might be the recent upgrades to our communication systems involving installation of a new broadband connection, telephone line rationalisation exercise, new telephone handsets throughout the Cathedral and Visitor Centre and an updated telephone operating system, all of which cost less to run than the previous set up.

*Stuart Shepherd, Cathedral Administrator*

**MANCHESTER CATHEDRAL EXTRACT OF FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2012**

**STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 DECEMBER 2012**

	Endowment Funds £	Restricted Funds £	Unrestricted Funds £	2012 Total £	2011 Total £
<b>Incoming resources:</b>					
Voluntary income	0	83,115	835,162	918,277	890,723
Grants receivable	0	253,460	8,735	262,195	220,672
Charges & fees arising in the course of mission	0	0	63,417	63,417	58,614
Income from activities generating funds	0	12,320	124,079	136,399	42,513
Income from investments	0	518	7,493	8,011	8,245
Other incoming resources	0	0	7,904	7,904	308
<b>Total incoming resources</b>	<b>0</b>	<b>349,413</b>	<b>1,046,790</b>	<b>1,396,203</b>	<b>1,221,075</b>
<b>Cost of generating funds</b>	<b>0</b>	<b>386</b>	<b>104,199</b>	<b>104,585</b>	<b>98,104</b>
<b>Net incoming resources available for mission</b>	<b>0</b>	<b>349,027</b>	<b>942,591</b>	<b>1,291,618</b>	<b>1,122,971</b>
<b>Resources expended on mission:</b>					
Ministry	0	242,313	352,495	594,808	561,651
Cathedral upkeep	0	17,000	533,878	550,878	306,936
Education & outreach	0	85,257	65,920	151,177	115,726
	<b>0</b>	<b>344,570</b>	<b>952,293</b>	<b>1,296,863</b>	<b>984,313</b>
<b>Governance costs</b>	<b>0</b>	<b>0</b>	<b>8,018</b>	<b>8,018</b>	<b>7,651</b>
<b>Total expenditure on generating funds, mission and governance</b>	<b>0</b>	<b>344,956</b>	<b>1,064,510</b>	<b>1,409,466</b>	<b>1,090,068</b>
<b>Net incoming/outgoing resources</b>	<b>0</b>	<b>4,457</b>	<b>-17,720</b>	<b>-13,263</b>	<b>131,007</b>
<b>Gains and losses on revaluations of investments</b>	<b>638</b>	<b>0</b>	<b>0</b>	<b>638</b>	<b>-739</b>
<b>Gross transfers between funds</b>	<b>0</b>	<b>25,165</b>	<b>-25,165</b>	<b>0</b>	<b>0</b>
<b>Net increase/(decrease) in funds</b>	<b>638</b>	<b>29,622</b>	<b>-42,885</b>	<b>-12,625</b>	<b>130,268</b>
<b>Funds brought forward</b>	<b>49,800</b>	<b>126,197</b>	<b>549,209</b>	<b>725,206</b>	<b>594,938</b>
<b>Funds carried forward</b>	<b>50,438</b>	<b>155,819</b>	<b>506,324</b>	<b>712,581</b>	<b>725,206</b>

**MANCHESTER CATHEDRAL**

**BALANCE SHEET**

**YEAR ENDED 31 DECEMBER 2012**

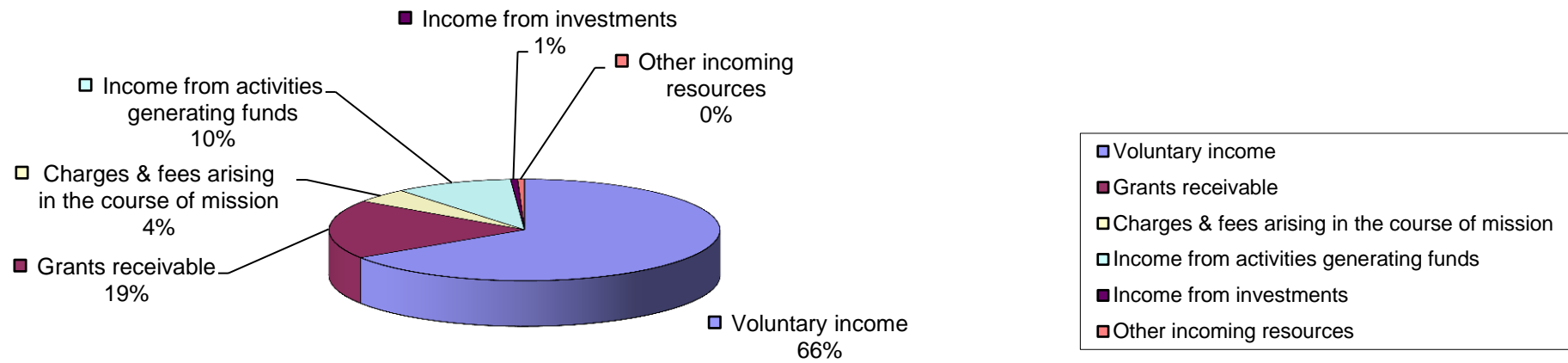
	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
<b>Fixed Assets:</b>		
Investments	11,438	10,800
Ground rents	14,000	14,000
Tangible fixed assets	<u>2,226</u>	<u>3,506</u>
	<b>27,664</b>	<b>28,306</b>
<b>Current Assets</b>		
Debtors & prepayments	580,251	443,942
Cash at bank & in hand	<u>337,442</u>	<u>462,306</u>
	<b>917,693</b>	<b>906,248</b>
<b>Creditors: amounts falling due within one year</b>		
Creditors & accruals	232,776	209,348
<b>Net Current Assets</b>	<b>684,917</b>	<b>696,900</b>
<b>Net Assets</b>	<u><u>712,581</u></u>	<u><u>725,206</u></u>
<b>Funds</b>		
Endowment funds	50,438	49,800
Restricted funds	130,654	126,197
<b>Unrestricted funds:</b>		
Designated- Cathedral furniture fund	8,608	8,608
General	<u>522,881</u>	<u>540,601</u>
	<u><u>712,581</u></u>	<u><u>725,206</u></u>

**MANCHESTER CATHEDRAL STATEMENT OF  
FINANCIAL ACTIVITIES - INCOMING  
RESOURCES**

**YEAR ENDED 31 DECEMBER 2012**

	Endowment Funds £	Restricted Funds £	Unrestricted Funds £	2012 Total £	2011 Total £
<b>INCOMING RESOURCES</b>					
<b>Voluntary income</b>					
Congregational collections & giving			55,196	55,196	62,290
Donations		33,115	80,816	113,931	105,521
Income from fundraising			130	130	573
Tax recoverable under Gift Aid			9,595	9,595	13,293
Income from Friends and Chapter Estates		50,000	688,966	738,966	707,046
Legacies		0	459	459	2,000
	<b>0</b>	<b>83,115</b>	<b>835,162</b>	<b>918,277</b>	<b>890,723</b>
<b>Grants receivable</b>					
Church Commissioners - Stipends		133,213		133,213	124,955
Church Commissioners - Section 23 grant		57,546		57,546	55,332
Other revenue & capital grants	0	62,701	8,735	71,436	40,385
	<b>0</b>	<b>253,460</b>	<b>8,735</b>	<b>262,195</b>	<b>220,672</b>
<b>Charges &amp; fees arising in the course of mission</b>					
Facility & other fees			63,417	63,417	58,614
	<b>0</b>	<b>0</b>	<b>63,417</b>	<b>63,417</b>	<b>58,614</b>
<b>Income from activities generating funds</b>					
Gross income of refectory & other activities		12,320	124,079	136,399	42,513
	<b>0</b>	<b>12,320</b>	<b>124,079</b>	<b>136,399</b>	<b>42,513</b>
<b>Income from investments</b>					
Income from property			3,016	3,016	3,016
Interest receivable on short term deposits		518	4,477	4,995	5,229
	<b>0</b>	<b>518</b>	<b>7,493</b>	<b>8,011</b>	<b>8,245</b>
<b>Other incoming resources</b>			<b>7,904</b>	<b>7,904</b>	<b>308</b>
<b>Total Incoming Resources</b>	<b>0</b>	<b>349,413</b>	<b>1,046,790</b>	<b>1,396,203</b>	<b>1,221,075</b>

**MANCHESTER CATHEDRAL**  
**TOTAL INCOMING RESOURCES**  
**2012**

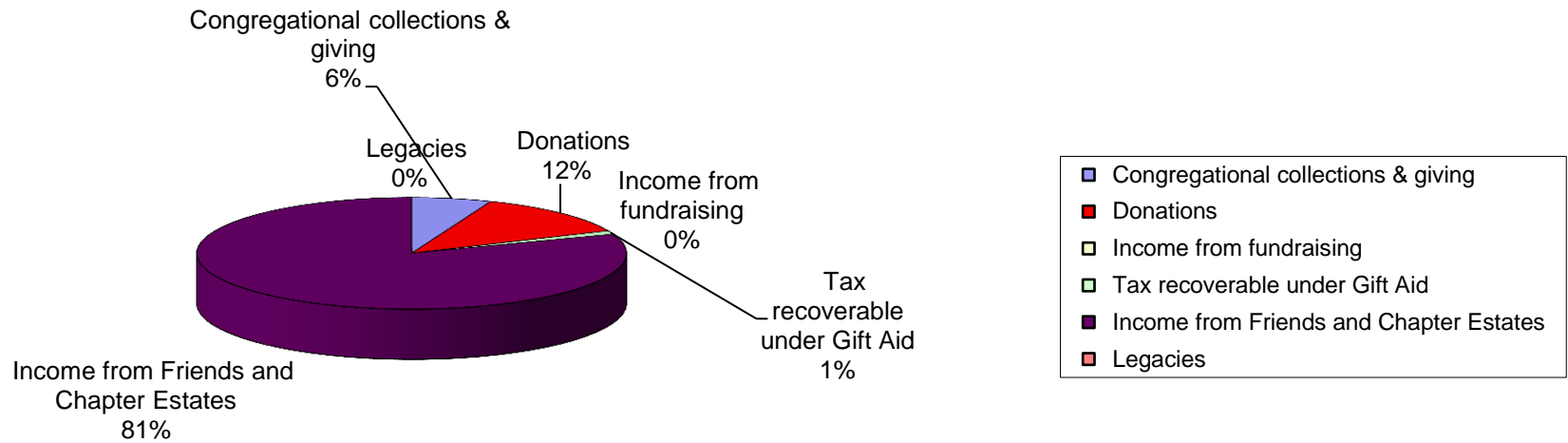




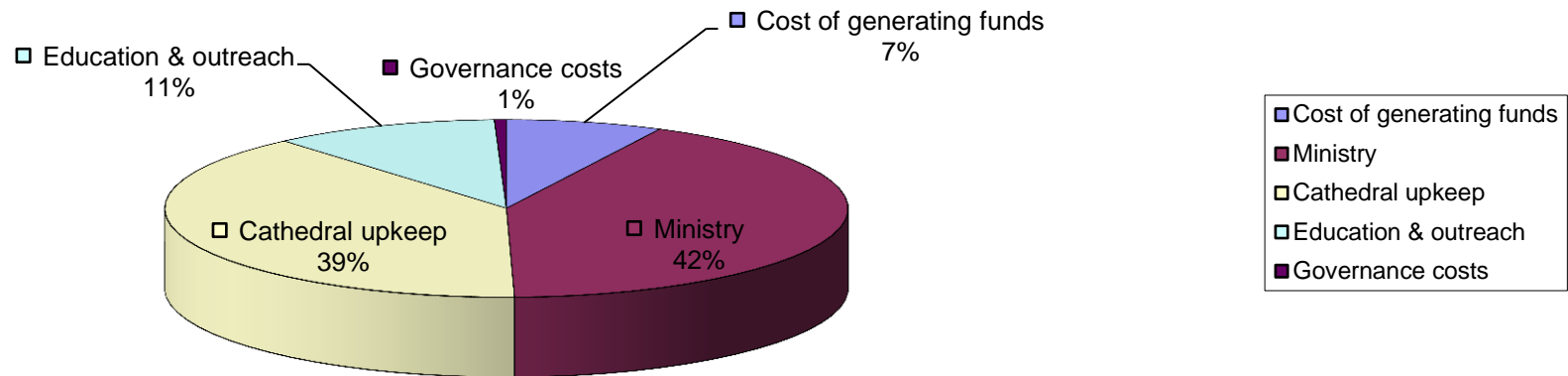
## MANCHESTER CATHEDRAL

### VOLUNTARY INCOME

2012



**MANCHESTER CATHEDRAL**  
**TOTAL EXPENDITURE ON GENERATING FUNDS, MISSION**  
**AND GOVERNANCE**  
**2012**



## Cathedral Archives

The Cathedral's parish registers, which were digitised along with those of other churches in the Diocese, are now live on [Ancestry.co.uk](http://Ancestry.co.uk). These are listed in four main sections: Baptisms, Marriages and Burials, 1573-1812, Births and Baptisms, 1813-1901, Marriages and Banns, 1754-1930, Deaths and Burials, 1813-1866. There are some gaps in the run: a few registers were missed and these will be completed in the next year. The site is somewhat awkward to use but it is possible to browse the registers as well as search for individual records. Free access to Ancestry.co.uk is available from any Manchester City Council library, Chetham's Library and the Cathedral. The Cathedral received a fee from Ancestry at the start of this project. After three years this reverts to an annual royalty depending on the number of hits of Cathedral entries.

We have been working with Lancashire Parish Register Society to extend the publication of the Collegiate Church registers from the 1660s into the eighteenth century and it is hoped that this work will be published in the next twelve months. The project to produce a new history of the Cathedral has been delayed but it is hoped that Manchester University Press will still be able to publish this book in 2016.

There has been only a single accession in the last twelve months: a large collection of letters written by and to Alfred Jowett, Dean from 1964-1983. We are grateful to Mike Breaks who volunteers one half day per week to work on the archive and to assist with enquiries and we have also benefitted from a couple of Cathedral volunteers who have been digitising the service books that were produced during WW1. It is hoped that these will be made available electronically once completed.

*Michael Powell, Honorary Archivist*

## Manchester Cathedral Guild of Change Ringers Annual Report 2013/2014

Ringling has been maintained throughout the length of the Cathedral closure apart from the period during which the tower floor was being laid, we owe our thanks for the help & Co-operation of Marcus Lambert who managed to give us access to the tower via various routes on most occasions.

For the Whit Walks on 19<sup>th</sup> May we invited ringers from other parishes to come and ring with us if they preferred not to walk. The turnout was amazing and an enjoyable afternoon was had by all.

October saw us combining with the ringers of The Sacred Trinity, Salford to enter the Lancashire Association of Change Ringers annual striking competition finals, this year held in the Liverpool Branch, and for the second year in succession we took away the trophy in the six bell section. We won't mention the eight!

The bells were rung half muffled for Remembrance Sunday and the beautiful sound was noticed and remarked on by many members of the clergy & congregation.

Our AGM was held on 13<sup>th</sup> November, chaired by Canon Philip Barratt, all officers being re-elected unopposed.

It was suggested that Roland & Dorothy Eccles (our former Ringing Master and his wife) be made Honorary Life Members of the Society, and several personal milestones were noted, in particular those of Sam Haste, Andy Ingham, Tom Childs & Harry Grange.

A full peal was rung in 3 hours 20 minutes to welcome Rt Rev David Walker as Bishop of Manchester immediately following his enthronement, and a quarter peal was rung following the Rededication of the Cathedral on 8<sup>th</sup> December.

For the second year in succession we teamed up with The Manchester Universities Guild to share in their Annual Dinner, an excellent evening ensued at the Cathedral Visitor Centre with our own Adrian Rhodes entertaining the assembly with an hilarious account of his years in the ministry.

Following a meeting with the Dean, Archdeacon Ashcroft & John Prichard there has been a flurry of activity: the bell chamber has been cleaned out, a new set of ropes ordered, and quotations for various items of bell and frame repair have been obtained and the ringing chamber is going to receive a long overdue facelift. All of these items are now in the hands of the Architect & Archdeacon.

Easter Sunday is always a difficult time because of holidays and other commitments, so it was with the greatest of pleasure that we welcomed two former ringers and their families to ring with us.

We took part in the "Ringing for England" campaign on St Georges Day, and in 53 minutes scored an excellent quarter peal of 1,282 changes of Cambridge Surprise Royal, rung in celebration of one of our own Patron Saints. Five of our own band being augmented by five invited ringers from as far afield as Leeds & Chester.

Finally on a sad note, our Steeple Keeper, Harry Grange has left us to return to the United States. Harry has been a loyal supporter of the tower over the last 12 months and will leave a gaping hole in the band.

My thanks to everybody for their help, support and encouragement over the last year. I feel we are looking forward to a very bright future 'upstairs'.

*Malcolm Murphy, Ringing Master*

After 19 years at the Cathedral the Booth Centre moved to a new larger building on 31<sup>st</sup> March 2014. Edward Holt House is located less than 10 minutes' walk from the Cathedral and will enable us to expand the services we offer to the City's homeless people. The new centre includes a full fitted commercial kitchen which will enable us to cook over 100 breakfasts and lunches each day as well as training people in catering skills, to help them get back into work. We also have a dedicated training room, fully equipped with computers, an activity space where we can stage drama performances, show films, hold art exhibitions and do indoor bowling. We have interview rooms, so we will be able to help more people to move off the streets and maintain their tenancies and a garden with a greenhouse, a vegetable plot, table tennis and badminton.

Over the last 12 months the Centre has been very busy with over 170 people visiting each week. We have been able to offer people a hot drink, simple food, advice and support. All the food and drink we provide is free thanks to the huge support we get from Churches and Schools across the dioceses, particularly during the Harvest Festival and at Christmas. As well as feeding people we also held a daily job club to help people to get back into work and a whole array of activities including singing, drama, art, photography, English Classes, and education talks and training, to increase people's skills and confidence. Our garden gained an RHS award in Manchester In Bloom and our gardeners helped with the Dig the City event.

During the year we helped 115 people to move off the streets into temporary accommodation, 55 people to move into permanent accommodation and we helped 123 people to return to friends or family in other parts of the country or other parts of Europe which all greatly contributed to reducing the levels of rough sleeping in the city.

382 people took part in our activities programme. 79 people gained a qualification, 74 moved on to take up education, training or voluntary work in the community, 46 undertook a work placement and 35 people gained employment. Our drama group performed at the Royal Exchange Theatre and our singing group performed at the BFI in London, at the Cornerhouse in Manchester and in the Cathedral on the Street.

We are grateful to all the support from the Cathedral community over the last 19 years and with all their help to move to our new home. We are looking forward to maintaining a close connection in the future. The Dean will remain a trustee of the Booth Centre and we will be repeating the hugely successful Manchester Sleepout at the Cathedral on 7<sup>th</sup> November 2014.

*Amanda Croome, Booth Centre CEO*

## The Booth Charities Grant Distribution Overview

### **HUMPHREY BOOTH THE ELDER'S CHARITY**

The Trustees govern the Charity and are responsible for the care and investment of the assets of the charity. The Trustees pass income to a separate entity, the Distributors of the Booth Charities, for furtherance of the objects of the Charity, which are directed to the inhabitants of the City of Salford and constitute:

1. The relief of the aged, impotent or poor inhabitants including the payment of pensions to and the provision and maintenance of almshouses for poor inhabitants with a preference for such poor inhabitants who are over sixty years of age.
2. The relief of distress and sickness among the inhabitants.
3. The provision and support (with the object of improving the conditions of life for the inhabitants in the interests of social welfare) of facilities for recreation and other leisure time occupation.
4. The provision and support of educational facilities for the inhabitants.
5. Any other charitable purpose (whether or not of a nature similar to any of those herein before specified) for the benefit of the inhabitants.

### **HUMPHREY BOOTH THE GRANDSON'S CHARITY**

The Trustees are required to apply the income of the Charity primarily in or towards the repair and maintenance of the Church of Sacred Trinity, Salford, the yard attached thereto, and the fittings, furniture and ornaments therein and subject thereto, if the Trustees and Distributors so think fit, in augmenting the Stipend of the Rector for the time being of the Church. Subject to that requirement, the Trustees pass the remaining income to the Distributors in furtherance of the same objects as apply to the Charity of Humphrey Booth the Elder.

### **DECISION-MAKING POLICY**

In considering Grant Applications and awards, the Distributors have regard to the following:

- all Grants must fall within one or more of the Charities' Statutory Objects of Distribution;
- whether the application has merit;
- whether there are sufficient funds;
- an assessment of the Grant benefit in terms of the "greatest good for the greatest number";
- socio-economic and other deprivation factors in the City of Salford from which the application derives;
- whether the stated aims of the projects are susceptible to measurement and evaluation;
- the sustainability of the Project and whether there is an "exit" strategy in place from charitable funding;
- the history of Grant funding from Booth Charities;
- the availability of Statutory and other potential sources of funding.

## Notes

- (i) Whilst the criteria are observed throughout the Distributors' decision making, they reserve the right to exercise a discretion on the intrinsic merit of each application, based on a judgement having been reached following consideration of all known relevant factors - including the availability of funds in relation to committed expenditure and having taken all reasonable steps to be equitable in their distribution.
- (ii) The Charity Commission has reminded Charities of the inevitability of further cuts in public funding and has acknowledged the role of Charities in providing vital services to greater numbers of beneficiaries in the economic climate.
- (iii) The Distributors practise a non-discriminatory policy.

## Impact based measures

Grant monitoring procedures include:

- the submission of evaluation statements to demonstrate quantitative and qualitative measures of the impact of the Charity's grant distribution;
- assessment visits;
- presentations to the Board of Distributors;
- photographic evidence;
- the attendance of the Charities' personnel at grant funded events throughout the year.

## Types of Grants

- Accredited Grants (see later)
- Cyclical grant distribution

Annually, the Charity has committed to:

- (i) The **Salford Mayoral Charity Appeal** Fund (£10,000).
- (ii) Payment of "**Booth Benefits**" to alleviate fuel poverty.
- (iii) **Christmas Grants**

In 2013, the grants made towards Christmas Festivities City-wide in compliance with the Charity's Objects, were reviewed by the Distributors subject to review in 2017 to coincide with the review of the Distribution Strategy.

- Grants to a maximum value of £1,500  
The Grants Sub-Committee's Annual Budget of £20,000 £4,000 per Object with a facility to vire for distribution in response to applications.
- Responsive Grants - including non-recurrent, Charity-initiated, grants and capital grants.
- Capital Grants - subject to grant recovery safeguards in respect of:
  - (i) items of equipment
  - (ii) buildings owned and/or occupied by grant recipients; and

(iii) buildings in which the Board of Trustees of Humphrey Booth the Elder and Grandson's Charities collectively retain an "interest" in the properties. (Appendix B)

## **ACCREDITED GRANTS 2014/2017**

### **Introduction**

In 2007 the Distributors introduced the concept of "accreditation" whereby grant recipient organisations were measured against set criteria and approved in principle to submit applications up to a maximum annual value for a three-year period to fund projects that satisfy the Charities' Objects. The model was designed to provide for a "rolling programme" to bring on stream "accredited" recipients at the appropriate juncture in the triennial cycle. All "accredited" applications are considered at scheduled business meetings of the Distributors.

### **Review**

At their Meeting held on the 12th October, 2012, the Distributors gave consideration to the impending review of the Grant Distribution Strategy. In the case of 2014/17 "accredited" grants, they directed that the review should be via a comprehensive, collaborative dialogue between the Charity and the grant recipients. Pending the outcome, the Distributors had extended for one year, viz. 1st April, 2013, to 31st March, 2014, the "accredited" status and concomitant funding, with a clear indication to recipients that funding would not be guaranteed to continue beyond 1st April, 2014.

The Chairman's stated aims of the review of accredited grants, were:

- to lift the level of distribution to meet increasing need in the City;
- to help alleviate poverty;
- to support collaborative ventures working with key stakeholders in the City, especially in those areas struggling to cope with financial hardship and deprivation.

### **Findings**

The aims of "accreditation" as published in the Distributors' Annual Report, were being met, viz.:

For "accredited" recipients:

- assisted financial planning.
- encouraged focused business and service planning.
- strengthened credibility with other funding organisations.

For the Booth Charities:

- greater control in targeting areas of greatest need in the City.
- demonstrable governance by the Board of Distributors in agreeing stated measurable criteria as a basis for accreditation and performance monitoring whilst ensuring sufficient flexibility to fund responsive grant applications of merit.
- transparent decision-making and equitable distribution procedures.
- the opportunity to build on past successful distribution of grant monies and, thereby, to maximise the Charities' investment.



Accredited organisations and projects include:

- Age UK, Salford, Humphrey Booth Day Centre, Langworthy
- The Booth Centre (for the homeless)
- Broughton House Home for ex-Service Men and Women
- Citizens Advice Bureaux, Salford
- Fairbridge Programme, Salford, The Prince's Trust
- The Fusilier Museum
- Humphrey Booth Resource Centre
- Lledr Hall Outdoor Education Centre
- Sacred Trinity Church Heritage Project
- Salford Children's Holiday Camp
- Salford Loaves and Fishes, The Windsor Drop-In Centre
- The Salfordian Trust Company limited, Salfordian Hotel, Southport
- St Ann's Hospice
- Together Trust, Humphrey Booth Centre, Ordsall
- Waterside Resource Unit
- Wood Street Mission
- YMCA
- Bursaries: Humphrey Booth Music Bursary and the Magnus Mowat Bursary

## **CAPITAL GRANTS**

- (i) **The Humphrey Booth Resource Centre for Salford Older Persons with Mental Health problems and their carers**  
During the Financial year 2013/2014, the Charity grant-funded adaptations to the reception area in order to support efficiency measures and to enhance the welcoming ambiance of the reception/lounge area for Centre users.  
As part of the review of the Distribution Strategy, talks were being held between the Charity, Salford City Council and Salford University to plan a collaborative approach to the improvement of Dementia Services using the Centre as a base; and for "roll-out" nationally of standards of excellence focused on "Living Well With Dementia".
- (ii) **The Humphrey Booth Day Centre, Ordsall**  
Due to reconfiguration of Services as a consequence of the implementation of central Government's personalisation agenda, the Humphrey Booth Day Centre, Ordsall, ceased to function as an Adult Day Care Centre on the 28th March, 2013. With effect from the 9th December, 2013, an assignment of the Lease was agreed with the Together Trust to occupy the Centre for the provision of an intergenerational Day Centre-based and community outreach social welfare and development service to be given predominantly to Salford inhabitants including specialist support and recreational facilities for those with a range of disabilities. Discussions are underway regarding the service model and the terms of grants approved in principle.

## **LOOKING TO THE FUTURE: Maximising the Impact of grant distribution**

1. The Charity is strengthening its role in endeavouring to alleviate the difficulties faced by its beneficiaries (the inhabitants of Salford) via a dialogue with Salford City Council and other key stakeholders regarding the potential for synergy between the Charity's Grant Distribution Strategy and the City Plan - a comprehensive co-ordinated strategy for delivery of Salford City Council and voluntary services City-wide.
2. Links have been made with Salford University in seeking to work collaboratively with other agencies on priority areas of need - in particular Dementia Services, building on the benefits of the Charity's grant funding of the Humphrey Booth Resource Centre.
3. "Grant-mapping" is underway, as a management tool in planning grant distribution City-wide; and an informal Networking Event held on Friday, 20th December, 2013, when 27 representatives of 21 grant recipient organisations attended the Charity's offices, afforded an opportunity to share good practice initiatives with the aim of consolidating the benefits of Booth Charities' funding City-wide.

*Lynda J Needham, Chief Executive, The Booth Charities*

## Organist & Master of the Choristers' Report

### **The Cathedral Choir**

The period we were out of the Cathedral for the heating repairs was, to say the least, a challenge, if only in terms of logistics. Through that time we made four journeys each week to sing evensong in St Ann's parish church, through the good offices of Revd. Nigel Ashworth. Ronald Frost and Paul Champion, the Director of Music and the Verger, respectively, could not have been more helpful and the Music Department is truly grateful to them for making us so welcome through that time. Mention must be made of Christopher Strange, our senior organ scholar, for his absolutely stirring work in keeping the music in fine order through the time. A large suitcase was daily loaded with the (correct) music for each service. Miraculously, nothing was lost in transit and it was a pleasure to sing in the lovely warm acoustic that St Ann's has to offer.

Sundays in the Cathedral on the Street set their own challenges and were less of a pleasure, particularly as the acoustic is non-existent and opposes all forms of vocal subtlety. It was a huge relief on 30th November to find ourselves 'back home' again. The new floor has actually improved the Cathedral's acoustic by adding about one second to the reverberance. This makes for a warmer, rounded sound by both instruments and voices alike.

The chaperoning work by the female parents during this time has been immensely helpful as it has been generous.

At the end of the summer term we lost four of our lay clerks to various parts of the country and study; however, we have appointed four more excellent singers in their place and all is well in the back row. Recruitment for the treble line, however, is very difficult this year and, so far, we only have one possible new chorister in the pipeline for September, despite huge efforts in recruitment.

We have been without a Precentor now for over three months. Throughout that time, our tenors have valiantly coped with singing the office as well as singing their own part - not an ideal solution but it is helping us through this present situation. We very much hope that Phil will return to our midst soon.

My warm thanks go to my colleagues Jeffrey, Chris, Asher and Lucy; our Chorister parents who work so very hard for the good of the Choir and, of course, to the Chapter who support and encourage us.

*Christopher Stokes, Organist & Master of the Choristers*

## Churchwardens' Report

The last year included eight months when we were relocated into the Cathedral on the Street, followed by the move back into the main Cathedral, with its revised layout, first in time for the Enthronement Service of Bishop David on 30<sup>th</sup> November. This was followed by the illness of Canon Philip Barratt, the Precentor, with whom we work so closely. We trust that Canon Barratt's health will continue to improve and that he will be able to return amongst us soon. All in all the last year has posed significant challenges to the team of Wardens and Stewards, but I am pleased to report that, due to the commitment and flexibility shown by every member of the team, all services have continued to run smoothly.

My thanks go to the Dean and Chapter, the office staff and the Vergers, for their guidance and assistance, and Jack Peacock, for all their hard work and support. Special thanks go to Jack, who is standing down this year after five years as Churchwarden. I am very pleased that he intends to continue as a Steward. Of course a very big thank you is due to the excellent team of Stewards; it is a real pleasure to work with you all.

We welcomed Marina James as a new Steward during the year, and said farewell to Andrew Yoo, who has returned to his home in Malaysia. We wish him well.

In September 2013 we were saddened by the death of Gordon Egerton, who was a good and faithful Steward for so many years. He is fondly remembered and sadly missed.

As trustees of the George Pilkington Trust, the Wardens were able to make charitable donations to support Wood Street Mission, The Booth Centre and the Salvation Army, and as a Senior Warden I have continued to act as a Distributor and Trustee of the Humphrey Booth Charities, whose report may be found elsewhere in this document.

*Geoff Bamping, Senior Churchwarden*

## Cathedral Community Committee

This year the Cathedral Community Committee has met four times and discussed a wide range of topics.

At the June meeting, following normal practice there were elections for the officers for the year ending with the next AGM and the Committee elected a new Chairman, Jennifer Devans, and a new Secretary, Nicholas Johnson, in succession to Beryl Cheshire who had been Chairman since 2010 and Jennifer Curtis who had been Secretary since 2009.

The Committee met again in September 2013. Once more, the Agenda was dominated by discussion of the building works, which were by then nearing completion. Further fundraising efforts were suggested and updates on the planned organ replacement were provided. The Committee also considered the forthcoming re-opening of the Cathedral and the Enthronement of the new Bishop. We were especially pleased to hear that there was to be a new tea shop in the Visitor Centre and it was suggested that a way be found for visitors to be able to purchase mementos of their visit to the Cathedral.

In December, the Committee held a short meeting which reviewed the re-opening of the Cathedral and the Enthronement of the Bishop, which had gone very well. The next stages of the Development Project were outlined and a number of matters that had been raised but could not be actioned whilst the Cathedral had been closed were now able to be considered again. We looked forward to the Visitor Services Manager starting her role and working with her in the future.

The Committee last met in March 2014. This was a well-attended meeting and, with the Cathedral having been in use for a few months since the re-opening, a number of important issues were discussed. Indeed, the future operation of a Sunday School and the response of the Cathedral as a whole to people with disabilities were both issues that the Committee felt needed addressing in special meetings which will be taking place in May and June 2014. Also discussed were possible plans for developing uses for the West End of the Cathedral and we were updated on the organ project.

I hope that this brief report shows a little of the breadth of issues discussed by the Cathedral Community Committee. The Committee exists to be a conduit between the Chapter and the congregation. Please do continue to speak to members of the Committee about any matters you think we should be discussing.

*Nicholas Johnson, Secretary*

## Deanery Synod

### 18<sup>th</sup>.APRIL 2013 at St. Edmund's

Opening prayers. Sarah Bullock is leaving to be Archdeacon of York. A new Head and Deputy at the church school had been appointed. The following topic was 'Ministry2Business' led by Rev. Peter Horlock who explained his work with business leaders in Manchester and where and how the bible may influence their daily lives and work. Break.

4 candidates will be interviewed for the new Bishop of Manchester.

A motion for payment of occasional office fees to non full- time ministry was mooted.

Deanery Mission and Pastoral Committee Update & Committee Formation- a brief outline of planned activities was given.

The meeting was informed regarding an e-mail from Christine Greehalgh describing the provision of a Food Bank (Trussel Trust).

The Brunswick area is undergoing regeneration and they want to provide a Food Bank. Basil Fox described the 'New' Cathedral, which is now named 'The Cathedral on the Street.' (COTS).

Sarah was presented with a card of thanks from the Synod members and was wished her well in her new post. Closing prayers.

### 1<sup>st</sup>.JULY 2013 at St. Crispin's

Fr. Patrick, at St. Crispin's welcomed all.

The Diocesan Synod Report was outlined. An address by Bishop Chris. was given and all looked forward to the enthronement of the new Bishop of Manchester. On 15<sup>th</sup>. July an Inter Faith meeting at Church House is to be held in relation to developing links with Islam.

A report from the Board of Finance stated that £40,000 unrestricted funds were included in the Accounts and was good news. The World Review Task Group- further details are available at Church House. The census taken in 2011 regarding Religious Affiliation is ready- Church House may be contacted for information. The Diocesan Synod Representation was now at the cost of fewer numbers of clergy. There is a high growth of population in Hulme.

Plans for a food bank at St. Barnabas in Chorlton is an ecumenical venture. Tinned food and food packets with a long life are welcome by the church of the Ascension and St. Wilfrid's in Hulme. Break.

Sarah Bradley the Youth and Children worker based at Holy Trinity Platt explained that to maintain interest the CoE employed youth workers to reduce the numbers of young people leaving the church. It was found that choir membership and singing are important in youth work activities. Thanks to Sarah for her vocation. Closing prayers.

### 9<sup>th</sup>.October 2013 at St. Werburgh's

Welcome prayers and a hymn commenced the meeting with news that a Messi church is now established. The minutes of the previous meeting were corrected regarding the Trussell Trust and a Church House report concerning the General Synod was made available.

Students living within the deanery were discussed and to how their welfare needs can be addressed. Food banks and efficient systems of administration and delivery were important strategies and are needed.

The new incumbent for St. Edmunds and St. James is expected and it was noted that the population is growing in the Hulme Deanery. Break

The local Ministry Officer, Steven Tranter gave a presentation on Foundations for Ministry and he briefly discussed a number of training courses for people with a vocation for ministry. Closing prayers.

### **27<sup>th</sup>. January 2014 at St. Margaret's**

The meeting commenced with a talk by Tony Lloyd the Manchester Police Commissioner. He explained that the young should not be pre- judged and that a more understanding strategy may be an improvement so that volunteers may talk with offenders before the police and he described a successful outcome to this strategy. He said that homewatch and PCO's were valuable assistants in reducing crime.

He said 'stop and search' could inflame police relations. Physical restraint is not to be recommended by the police as a mental health worker has reported bruising on a suspect. Break

After the break prayers were said for harmony and the diversity of Manchester. The General Synod will reconsider the ordination of women bishops in February 2014 and approval is hoped for in July with ordinations commencing in 2015.

News was given that the incumbent at St. Werburgh's has decided to step down.

Basil Fox has volunteered to help with a food bank within the deanery. Closing prayers.

*Basil Fox, Deanery Synod Representative*



Report to the Annual General Meeting - Be a Part of It

We celebrate our Total of Cash, Pledges and Declared Legacies - **£2,923,481**

	<b>Cost</b>	<b>Raised</b>
<b><u>Manchester Cathedral Development Trust</u></b>		
Unrestricted Income		£921,753
Lighting	£1,223,900	£15,113
Roof	£600,000	£524
New Organ	£2,092,000	£805,801
Pop-up Cathedral	£460,186	£315,686
Sponsor-a-tile	£0.00	£1,010
<b><u>Manchester Cathedral</u></b>		
Unrestricted		£357,586
Chorister Funding	£400,000	£367,000
Volunteer Programme	£200,000	£184,025
Music Endowment	£5,000,000	£35,064
Choir Stalls	£40,000	£14,110
Visitor Attraction		£4,500
Cathedral App	£100,000	£100,000
<b><u>Manchester Cathedral Visitor Centre</u></b>		
General		£15,532
Building		£101,461

In 2013, we managed to secure another **£527,483** in Cash, Pledges and Declared Legacies, of which we received grants from the following organisations: The Ouseley Trust £7,500; Garfield Weston Foundation £100,000; Mazars LLP £8,830; Freemasons £40,000; Jobcentre Plus £4,000 and a private donor £3,240.00.

**Events** - The following is a breakdown of net income (profit) for events during 2013, which is in addition to the fundraising income:

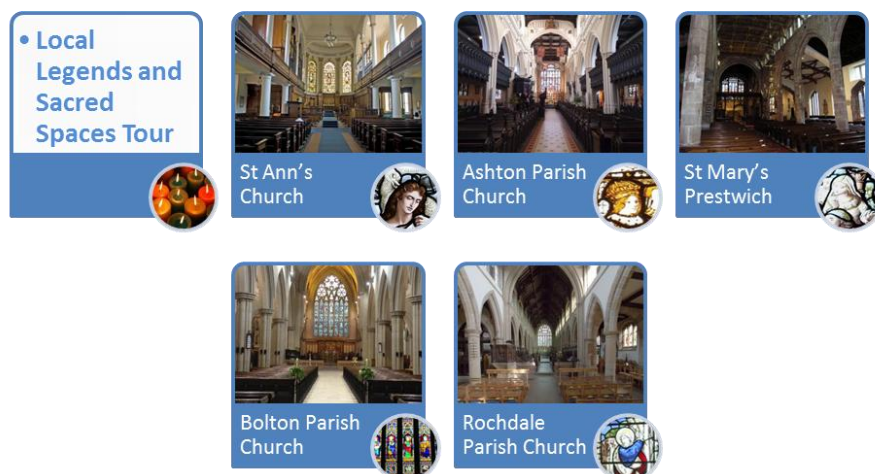
• Concerts	£2,280
• Donations to the MCDP	£3,135
• Carol Concerts	£5,372
• Dinners	£0.00
• Exhibitions	£2,435
• Sponsorship	£5,020
• General hire of the Nave	£250
• <b><u>Total</u></b>	<b><u>£18,492</u></b>

*Anthony O'Connor, Director of Fundraising and Development*



## Education Officer's Report

From April to November 2013, while the Cathedral building was in the care of building contractors, the Education Department undertook a unique initiative to continue its outreach work with schools. The "Local Legends and Sacred Spaces Tour" took the Education Officer, our dedicated Education volunteers and the Department's resources 'on the road' to several parishes within the Diocese of Manchester. We were privileged to work in five very different Churches – Ashton Parish Church (with its amazing triple-decker pulpit and fine medieval glass); St Mary's, Prestwich (a picture-perfect medieval Church with a huge, enthralling churchyard); Bolton Parish Church (Cathedral-esque, with a rich history); Rochdale Parish Church (another fine medieval Church, with some striking similarities to Manchester Cathedral); and St Ann's (a fascinating blend of neo-classicism and late Victorian symbolism). And we were fortunate to be warmly welcomed and supported in our work by the clergy and Church congregation members at each venue. The Education Officer devised a tailored programme for KS2 groups, featuring an eye-spy trail, and various workshops: stained glass, brass rubbing, signs and symbols, drama and prayer. Special resources were created for reuse by the churches involved. Over 700 pupils, from 15 schools, participated in the Tour. Feedback from all involved has been very positive and we anticipate that the Tour will be calling at new venues in 2015!



We were delighted with the Cathedral reopening for Advent 2013; the renovations have transformed the space and highlighted the rich aesthetic quality of the building, plus it felt good to be back 'home'! As a result there has been an even greater interest in school visits – we have accommodated as many requests as is logistically possible, given the constraints of the Cathedral diary.

From November 2013 until Easter 2014 we welcomed 1608 school and college pupils and 160 teaching staff on over 60 visits. Groups usually select an option from the Education Department's programme or visits can be tailored specifically to the group. This means that so far this year, as well as our very successful programmed trails – for example; "Sign and Symbols" (a trail with art and vestment workshops) and Sacred Neighbours (a joint trail with the Buddhist Centre), the Education Officer has also created sessions on Anglicanism, Sociology of Religion, Art and Belief, and the Significance of the Cross. Changes this year to the National Curriculum (as well as to examination subjects from 2015) create an exciting opportunity to showcase the Cathedral as an inspirational learning resource for the new curriculum. With the focus on pre-1066 for primary history, the Education Officer is developing new sessions on Roman Christianity and Anglo Saxon Art and Belief for KS2 pupils, and sessions for teachers to help them understand the significance of Manchester

Cathedral for local history studies. Also in development are: a “Faith and Football” joint trail with the National Football Museum; a programme of activities to commemorate World War I; and family activities for the Dig the City festival in August.

This term we collaborated again with Manchester Airport and five Wythenshawe primary schools on the “Finding God in Colour” project. 175 pupils participated in a specially devised stained glass trail of the Cathedral led by Pam Elliott and worked with the Airport’s Artist-in-Residence, Andy Leigh, at the Cathedral and back in school to create a collective artwork, inspired by their visit, to be displayed at Manchester Airport from June onwards. The pupils work, which will be displayed in Terminal 3 – the Wythenshawe Art Walk, will inform Andy Leigh’s framed glass pieces which will be installed on the pillars of the Terminal 1 baggage-reclaim hall, along with a large photographic image of the Cathedral, as a ‘welcome’ to the city. As a result of this partnership, we hope to welcome many more international tourists, Wythenshawe schoolchildren and their teachers and parents to the Cathedral over the coming years.



320 primary school pupils participated in Creative Easter – a series of Easter-focused experiential learning days. Pupils explored the Easter Story on an Easter Cathedral trail, hunted for eggs and got creative in craft workshops. They considered Rob Floyd’s “Stations of the Cross” paintings and re-enacted some of the Easter story in a moving drama performance. Feedback has been consistently excellent, with teachers already requesting a repeat visit for Easter 2015.

In September 2014, Manchester Cathedral will host the **2014 Cathedrals Plus Conference** for Education Officers and Visitor Officers who engage visitors with Christian places of worship. An exciting programme is in development and we are greatly looking forward to showcasing our work and all that our beautiful Cathedral has to offer to the 90 delegates from across the UK (and beyond!) who are expected to attend.

Thanks to the efforts of Canon Shanks, who retired in March, the Education Department has been successful in a funding bid to the Parish Mission Fund for three years to sustain the work. This is an exciting time for the Education Department and we look forward to creating even more opportunities for young people to encounter, learn about and have the chance to appreciate this amazing sacred space.

*Pam Elliott, Education Officer*

## **Electoral Roll Report 2013/2014**

The Electoral Roll has been fully updated this year in line with The Church Representation Rules. A full update involves contacting everyone currently on the Electoral Roll and asking them to complete a new Electoral Roll form. As you will appreciate this has been no mean feat with over 200 people declared on the Roll last year!

I would like to extend my thanks to Grace Timperley and Jade Newbury from the Cathedral office for their assistance in this task.

As of 25<sup>th</sup> April 2014 the Electoral Roll for the Cathedral stands at 108 people. Of these 88 were already on the Roll and 20 are new additions. I have been unable to obtain completed forms from other people, previously on the Roll; some we know have passed away or moved away but the majority have simply not replied to correspondence. This is normal and one of the reasons that Electoral Rolls are fully updated every 6 years.

Your help in keeping the Electoral Roll up to date is appreciated and I would be very grateful if you would continue to let me know if anyone who might be on the Roll moves away or passes away. It is very easy for me to check up and delete as necessary. I am also keen to be put in touch with anyone you think might be eligible to be added to the Roll. Additions and deletions can be made at any time and with your help the six years full update might be easier next time!

*Kim D Green, Electoral Roll Officer*

## Envelope Scheme and Planned Giving Report

for the tax year ended 5.04.13

Total giving included bank credits and all envelope collections excluding greens	18113.00
Less amounts received not qualifying for tax relief	246.00
	<hr/>
	17867.03
Add the claimed and received	4528.26
	<hr/>
	22395.29
Add back non qualifying amount	246.00
<b>Total amount received</b>	<hr/>
	<b>22641.29</b>

The above summary reflects all receipts received in respect of the Envelope Gift Aid Scheme together with donations received by bank transfer transactions and the relevant tax claims submitted and received thereof. It should be borne in mind that not all participants in the envelope scheme are tax payers thus their contributions have not been submitted to HMRC; accordingly these amounts have been separately identified.

For the year 2012/13 we had 54 members using envelopes and a further 13 donating by bank transfer giving a total of 67 which resulted in a small increase of 3 from the previous year.

Notwithstanding the small increase in contributors we suffered a shortfall in overall receipts of £1344. However, we continually strive to recruit new members but it is inevitable members will leave the congregations for various reasons.

However, Barbara, myself and other stewards and wardens keep an eagle eye open every Sunday morning for any new faces and at the appropriate time I try to introduce them to the scheme. But it doesn't have to be just the wardens and stewards, if any member of the congregation befriends newcomers perhaps they could advise them of our Gift Aid scheme and point them in our direction. We are constantly and consistently trying to recruit new members to the scheme and as a result we would welcome the assistance of all members of the congregation. Our overall aim is quite simple, we just wish to maximise the efforts of everybody for the ultimate benefit of our beautiful Cathedral. Please give us the opportunity to explain the simple system to them.

In addition to the envelope scheme, situated at the back of the Cathedral are green envelopes which can be used as and when any individual chooses but in order for us to reclaim the tax relevant to the donation given the giver must endorse the envelope with their name, address including postcode, and sign it along with the date; without all of this information we are unable to submit a claim to HMRC. Thus the relevant tax cannot be claimed on the Cathedral's behalf. For regular members of the congregation the Gift Aid scheme is much easier and simpler since there is no 'office work' to be done on the day of the service.

I would also like to point out that there is no mention in this report of any number relating to receipts via the green envelopes since they do not form any part of the Cathedral's planned giving scheme.

Once again I would like to thank Barbara for standing in for me during my absence and also being of great assistance to me whilst I am here. As I have said before she is a great help simply because she knows everybody and she also knows exactly what to say. Many thanks again Barbara for your excellent support.

*Peter Briggs, Planned Giving Secretary*

## Friends of Manchester Cathedral

During the last year, Friends have again played a significant role in the day-to day life of our Cathedral, fulfilling their commitment to the Welcoming and Guiding Teams, mentoring with the Volunteer Scheme, flower-designers (the Cathedral flowers are so beautiful I am loathe to just call the Team "arrangers") . One of our members in particular plays a vital part in our Education Department.

Friends Council continues to support Education in the Cathedral and sponsors two choristers.

In July, twenty members enjoyed a wonderful weekend visit to Southwark, attending the Eucharist at the Cathedral where Canon Gilly Myers (former Precentor at Manchester) presided. We received a very warm welcome and Gilly and Duncan joined us for lunch (provided by Southwark Cathedral Friends) in their wonderful extension. After lunch we had an interesting guided tour and stayed to Evensong. Our accommodation and meals at the new Tate Modern Premier Inn was very comfortable and convenient both to Southwark Cathedral and St. Paul's, our destination on Monday morning. We were blessed with perfect weather and had a pleasant walk across the new Millennium Bridge to St. Paul's where again we were met by a guide and had an interesting hour. We were envious of a large school group who had been told to lie down to view the beautifully-restored Dome!

As you can imagine, St. Paul's became increasingly busy as lunch time drew near, so our guide very kindly took us down to a quiet chapel in the crypt designated for use by recipients of Awards/Orders. Here Reverend Peter Bellamy-Knights led us in prayers which were a fitting finale to our visit. After a convivial light lunch close by St. Paul's, we caught our train back to Manchester. Both outward and return journeys were delightful with some passenger assistance by British Rail.

At the last Friends' Annual General Meeting I stood down as Secretary. As I have served for some fourteen years, I felt the time had come for a change, perhaps new ideas for events. Friends Council is hoping that more of its members will be able to organise social/spiritual get togethers. Barbara Evens was elected as Membership Secretary. We need more members, so please contact Barbara for an application form.

We were very pleased that Mrs. Joyce Hood was elected onto Council. Joyce has been a loyal guide for some 17 years and is a valued Mentor and Education Assistant as well as serving her local parish church and Sunday School. Joyce and husband Peter, give great support to Friends' activities.

I am delighted to say that Mrs. Diana Fletcher was elected as Honorary Secretary at the A.G..M. last July, but unfortunately due to a recurring, debilitating virus, was unable to take up the reins this last year. This is why we have not had any lunches or other social occasions. I am informed that she has now recovered and I can assure her of the loyal support of Council members.

The Dean and Chapter join the Friends' Council in thanking our members who live in other Dioceses for their continued support of Manchester Cathedral and hope that they may have an opportunity to view the stunning new floor. They can be proud that our Cathedral now has the greenest heating system in England. In addition of course, we have the Canon Apiary on the roof and sales of honey increasing!

We hope to see members at the increasing number of musical and other events during the coming year.

*Pauline Dimond, Acting Secretary*

## Heating Project

In 2010 the Cathedral Architect, John Prichard of Lloyd Evans Prichard, was instructed to procure a new heating system for the Cathedral. John drew together a team comprising mechanical and structural engineering and preparations began in earnest.

The permissions process included approval from the Fabric Advisory Committee here at the Cathedral and the Cathedral Fabric Commission for England in London. We also had to consult with Manchester City Council Planning Department.

The project addressed the following:

- Complete replacement of the existing underfloor heating system;
- Introduction of new ground source heat pumps – 2 no. in each boiler room;
- Sinking of 32, 50 metre boreholes grouped in four clusters of eight;
- Removal and part relocation of the churchwardens' pews;
- Relocation of two statues, namely Chetham and Fleming from the nave back to their nineteenth century locations at the east end;
- The introduction of a raise and lower dais in the nave;
- The sample cleaning of a small area of wall to the north porch.

The contract commenced immediately after Easter in 2013 and completed on the 29th November 2013, the day before our new bishop was enthroned.

The project was not without interest – several burials were disturbed by the dais excavation and these were reinterred respectfully at the foot of the regimental chapel steps. Similarly when excavating for the boreholes burials were disturbed. These were reinterred to the east of the Lady Chapel. Archaeologists were present throughout this stage of the project. Practical problems were encountered – for example the excessive thickness of the existing floor slabs, the pumping of concrete and screed from the north porch to the east door, unknown burial chambers surfacing and unstable ground to name but a few.

The project was well managed by the contractors, Lambert Walker and they with the design team, client representative (The Archdeacon of Manchester) all worked well together to complete the project in the period allowed.

The Cathedral now has heat and some are even suggesting the church is too warm! This will settle down once the control of the system is better understood.

The Cathedral also now has a lighter, airier and more open feel to the nave – an advantage that we should all celebrate.

*John Prichard, Cathedral Architect*



## Manchester Cathedral Visitor Centre

The Cathedral Visitor Centre has experienced very mixed fortunes over the last 12 months. During the closure of the Cathedral the dramatic reduction in visitors had an obvious knock-on effect. The search for a new catering operator took longer than we had originally hoped and the lack of visitors to the Cathedral also affected the number of customers to the bookshop. Although conference business held up reasonably well, it still remains a challenging time.

During the autumn a new catering operator was chosen from a shortlist of around 6 and the company who operate Teacup in the Northern Quarter have created the ProperTea brand for the Cathedral.

The café opening coincided with the re-opening of the Cathedral in late November and has been a tremendous success. They have just launched their new summer menu and plan to offer outside dining when the weather improves. They are now open 10 am until 8 pm, 7 days a week.

St Denys bookshop has also seen a dramatic increase in business not just because the Cathedral is open again, but the footfall in the café averages at 150 people per day, and most of them visit the basement to use washrooms.

Conference business, as I have said, is still challenging; many companies, including the Co-op who previously had made up around 25% of our business, have cut back on training. Where possible they are using their own internal facilities. With this in mind, the Board have agreed that a refurbishment of the rooms is well overdue. Once complete it will give us the opportunity to re-launch the space under a new marketing campaign that would include all of our partner businesses and also promote the current changes that are taking place in the Cathedral as a whole. And the conference rooms are not only used for commercial benefit: our very successful Volunteer Programme regularly uses them for training exercises and a number of Cathedral meetings - including Chapter, Greater Chapter, Development Group Meetings and Cathedral Guides' and Welcomers' training - also take place here.

One of the smaller rooms was converted around 18 months ago into a resource room for the Volunteer Programme, where one-to-one training and work clubs run. This space also now accommodates the office for the Volunteer Programme Manager, Visitor Services Manager and Cathedral Development Project Secretary, Centre Manager and administrative support.

To conclude, the last 6 months have been a time of growth and exciting developments. The CVC finances are now healthy and the Cathedral's development plans will only improve our prospects.

*Peter Mellor, Cathedral Centre Facilities Manager*





One of the major draws for visitors over the past few weeks has been the wonderful series of paintings of The Stations of the Cross. It was great to be part of the Passion Art Trail sitting alongside Manchester Art Gallery, John Ryland's Library, The Hidden Gem St Ann's and the National Football Museum. The joy of this project was the sheer number of visitors, many local to the Manchester area, was the number of visitors who had come for the art but were also enraptured by the Cathedral. I am helping to co-ordinate the approaches and proposals for art and exhibitions and we are currently speaking to a number of artists so that we keep the Cathedral interesting and inviting for our regular congregation as well as giving people who live locally a reason to return.

In the wider sense of the Christian mission, I am working very closely alongside Lauren Bailey Rhodes with 12 new Welcomers who are also looking for work, who have just joined us for a ten week programme. We hope to widen the experience, confidence and skill set of these volunteers and are also looking for new tourism and heritage partners to offer valuable experience and to enhance the prospects of their finding work. Our longstanding volunteers are a great support in settling in new volunteers and also supporting them with enthusiasm and ideas to support their search for employment.

We continue to support the work of the Booth Centre and support and direct those in need who come in looking for help and guidance. We are also looking at a couple of fundraising events later in the year to support and draw attention to the great work carried out by the Booth Centre.

I am hoping for a very busy summer- we have the World Cup, an exciting line up for Dig the City- the Food and Drink and Manchester Literature Festivals. There will be services and events to commemorate the First World War and bring new visitors to the Regimental Chapel. There are meetings to be held, targets to meet and networks to connect with in the next few weeks I would love, more than anything, to see more and more people witnessing or taking part in the extraordinary beauty of Evensong at Manchester Cathedral.

*Dympna Gould, Visitor Services Manager*

## Manchester Cathedral Voluntary Choir

I am pleased to report that the Cathedral Voluntary Choir continues to grow in strength, confidence and versatility. There are currently 34 members in total.

The choir meets every Friday and Sunday for rehearsal, and sings weekly at Evensong on Sunday. As well as regular Sunday 5.30 Evensong, the choir has participated in numerous extra services during the past year, such as the Advent Procession, Epiphany Procession and a sequence of music and readings on Palm Sunday.

In May, the choir participated in the city centre Whit Walks.

A regular feature of our choir calendar is the cathedral trip in August. In Bank Holiday weekend at the end of August 2013, the choir sang services at Southwark Cathedral. We were made to feel most welcome by clergy, staff and congregation there. There are future trips planned for Guildford Cathedral (2014), Peterborough Cathedral (2015) and Norwich Cathedral (2016).

December 2013 was a busy month for the choir, as ever – on top of the regular schedule, the sopranos of the choir sang carols at the Town Hall. The ‘Family Carols’ concert at the Cathedral was particularly successful and we drew a sizeable audience (this time, we were joined by ‘Flute Salad’). During the Cathedral closure from April until November, the choir sang Evensong in the ‘Cathedral on the Street’ as well as a number of churches across the diocese and further afield, venues including Chester Cathedral, Oldham, Rochdale, Sandbach and Stand Parish Churches and St. Paul’s Church, Sale.

We are always keen to recruit new members to the choir and anyone who might be interested should please contact me at the Cathedral to arrange an audition.

Our sincere thanks go to all members of the choir who voluntarily give so much of their time and energy to contribute to the life and mission of the Cathedral.

Thanks in particular go to Tony and Judith Butler for their invaluable assistance, particularly with our August tours, and to our organ scholars, David Hardie and Christopher Strange, who play for the majority of services throughout the year.

*Jeffrey Makinson, Sub Organist*

## Manchester Cathedral Volunteer Programme

Number of volunteers started	162
Number into jobs	75 + 2 started University
Number into jobs with employer partners	18

The volunteer programme continues to be a great success with between 50-60% moving into employment within 20 weeks of starting to volunteer at the Cathedral. We currently have 25 employers offering support including mock interviews, guaranteed interviews for job ready volunteers, careers talks, work experience and training workshops. Our partners at the Arndale have devised a two-hour Excellence in Customer Service workshop that all new volunteers undertake, which has resulted in very positive feedback.

### Additional Group of Work Programme Returners

Number of volunteers started	26
Number into jobs	5
Number into jobs with employer partners	1

Given the success of the volunteer programme JCP challenged us to take on an additional group of people who have completed the Government's mandatory Work Programme. This group of 26 have spent two years working with a provider without a positive outcome. Many are understandably disillusioned, disheartened and have given up on the system intended to support them. In a difference to the normal programme we have partnered with GMFRS, The National Trust and Community Organisers to provide the volunteer placements. Within 6 weeks we have been able to move 20% into employment which is a fantastic success, one of which has been taken on by Proper Tea who has proved to be a very supportive partner of the programme taking on three people to date.

With the increase in volume (for year three will be recruiting 4 cohorts of 25) there has been a greater demand on the work club. In addition to securing funding from JCP there has been a successful bid to MCC for funding to provide some additional support as well as giving volunteers access to a stress relief tool, this has been seen as innovative practice and we will be demonstrating it to work clubs across the City. The work club now runs twice a week and is supported by two dedicated volunteers who give up their time each week.

The installation of the bee hives last year has been a great success under the guidance and supervision of Adrian Rhodes. The Queen was the lucky recipient of the first two jars and the rest were purchased by our community raising funds for the programme. Volunteers enjoy caring for the bees and it has proved to be a great talking point with partners.

Challenge for Change have offered two free sessions to the volunteers to undertake their two hour team building session which culminates in a high ropes course. The session encourages them to face their fears while building on their communication skills, once they've jumped off a 20 foot they really do get a feeling that they can do anything.

The feedback from the participants is overwhelmingly positive; they credit the programme with their increased confidence, motivation and skills. Many gain their first qualification while on the programme including Pre-Employability level 1, NVQ2 customer service, Manual Handling, Health and Social Care level 1 with more in the pipeline.

The barriers faced by the volunteers continue to be complex including domestic violence, pregnancy, offending backgrounds, up to 40 years unemployed, unstable housing and mental health, without forgetting the depression, isolation and lack of motivation which come so quickly with unemployment.

An additional outcome of the programme is the number of volunteers who either continue to stay volunteering once they have completed or return to us at a future point. They feel a connection with the Cathedral and know it's a place they can return to for help and support. Past participants now help with recruitment, training, admin, attend networking events, support volunteers with travel options and mentor new volunteers. As we enter year three it is great that we have come full circle with previous volunteers helping new ones and inspiring them through their own achievements.

*Lauren Bailey-Rhodes, Volunteer Programme Manager*