



**Advent & Christmas 2018 @ the Cathedral**

**Services & Social Events**

**Sunday, 2 December**

10.45am Advent Festal Sung Eucharist

6.30pm Advent Carol Service with Candlelight Procession

**Saturday 22 December**

Cathedral @ Noon Recital

**Christmas Carols with the Trebles Choir**

**Sunday, 23 December**

10.45am Sung Eucharist with Cathedral Nativity Play

6.30pm Festival of Nine Lessons and Carols

**Monday 24 December**

**11.30pm Midnight Sung Eucharist**

**Christmas day, 25 December**

10.30am Christmas Day Family Sung Eucharist

**Monday, 31 December**

**11.30pm Cross-over Holy Communion**

**Tuesday 1 January 2019**

10.00am New Year Eucharist

**Sunday, 6 January**

10.45am Festal Sung Eucharist

6.30pm Epiphany Carol Service

**The Cathedral Church of St Andrew**

**Aberdeen**

Registered Charity SC001058



**Reports for the  
Annual General Meeting**

**25 November 2018**

## **ANNUAL GENERAL MEETING**

**The Cathedral Church of St. Andrew,  
Aberdeen**

Sunday 25 November 2018

### **Agenda**

1. Welcome, opening prayer and apologies
2. Minutes of the 2017 AGM
3. Cathedral Accounts/Budget
4. Reports
5. Elections
6. AOCB including pre-tabled questions
7. The Grace

will not open in January but will be back in business in February. If you are so inclined please volunteer to help serve.

Sunday coffees after the morning service continue to be organised by Rose. The venue is either JSC or Suther Chapel depending on what's on where. Again volunteers are needed. Congratulations to the Men's Team who are now experts !

Refreshments after the Wednesday service are now provided by a rota of 4 people. Again volunteers for this rota are very welcome. Occasion catering is always very exciting to do and again a good source of income. Any ideas for food etc are always welcome. We work along side the Larcs who do the Bring and Share lunches in a spectacular and delicious way - thank you. We must be the best fed congregation in town.

I think there will be a separate mention of the Saturday recital lunches organised by Amu but it is very appropriate to thank her within the catering report for the enormous economic and social benefits these lunches bring to so many.

Thank you all, Kathy Priestley on behalf of the catering team. Knitted for the children and our present project is to prepare more toilet bags for the ladies seeking refuge.

The social side has been fun too - a summer outing to the Heritage-centre at Peterculter and a planned trip to the local pantomime. We have several ladies preparing to become Mothers Union members. Everyone is welcome to come to any of the meetings and they will be guaranteed a warm welcome. Children are extra welcome.

***Kathy Priestley, Secretary***

**DRAFT MINUTES – ANNUAL GENERAL MEETING,  
20 NOVEMBER 2017  
Cathedral Church of St Andrew, Aberdeen**

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- Present: The Provost (Chair) and 46 constituent members of the congregation.
- Apologies: Pamela Lawrence, Colin Hughes, Amber Shadle, Christopher Priestley.

**Welcome and opening prayer**

The Provost welcomed those present and opened the meeting with prayer.

**Minutes of the Annual General Meeting 2016**

These were received as a correct record of proceedings (proposed Mark Edwards, seconded Rose Hall).

**Cathedral Accounts/Budget**

Andrew Morrisson informed the meeting that we had agreed a timeline for preparation of the accounts in time for the AGM with the Cathedral accountants, Johnston Carmichael. We had submitted the necessary information to them on schedule, but despite this, they had failed to produce the full 2016/17 accounts in time. They had produced a draft Statement of Financial Activities and a draft Balance Sheet, which had been distributed to attendees. The full accounts will be made available to the congregation once produced and audited and members will be welcome to submit questions to the office. In the interim, the financial report is published in the Annual Reports booklet. There has been a reduction of 4% in giving to the General Fund compared to the previous year, which is more than offset by increases in giving to the Development Fund. There were no questions on the financial report or the draft accounts summary and balance sheet.

Andrew thanked Claire Morrisson for her work in submitting gift aid

rebate claims to HMRC, which has cleared the backlog of gift aid recovery.

The financial report was received by the AGM and the Provost thanked Andrew on behalf of the congregation for his hard work in managing the accounts during the year. The Provost encouraged members to increase their giving to the General Fund by 5% (e.g. an increase of 25p on a weekly £5 donation), to make up the shortfall compared to previous years, quoting the parable of St Andrew and the loaves and fishes.

### **Other Reports**

The reports had been available to the congregation for more than a week prior to the AGM. The Provost apologised that his own report contained some material from the previous year, because he had sent the wrong version to the office for printing. Copies of the correct version were available for members to take and read after the meeting. The Provost invited comments, questions and discussion on each report in turn.

**Cathedral Music:** The Provost informed members that Andrew and Claire Morrisson had decided to leave Aberdeen and return to the south of England at the end of 2018.

**Cathedral Cleaning:** Rose Hall informed members that several of the cleaning team are in fragile health and asked the younger members of the congregation to consider whether they could volunteer for regular cleaning duties.

**Cathedral Catering:** Robert Wilson thanked the catering team on behalf of the choir for the consistent excellence of their refreshments, pointing out the benefit of feeling confident about these arrangements when inviting people to the cathedral for special events.

**Health and Safety:** The Provost informed the congregation of an incident during the refreshments after Evensong on Sunday 5<sup>th</sup> November. One of the emergency lights in the nave became

about this new step forward.

Our speakers this year have been inspirational and have included - Bishop Anne who did a question and answer session, Sister Columba who spoke about her journey through a life of faith and one of our members shared her memories of growing up in an orphanage. The theme of our speakers this year has been "getting to know you". It had been so interesting.

Our work continues with Women's Refuge. Comfort teddies have been knitted for the children and our present project is to prepare more toilet bags for the ladies seeking refuge.

The social side has been fun too - a summer outing to the Heritage-centre at Peterculter and a planned trip to the local pantomime.

We have several ladies preparing to become Mothers Union members. Everyone is welcome to come to any of the meetings and they will be guaranteed a warm welcome. Children are extra welcome.

***Kathy Priestley Secretary***

### **CATERING**

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First of all many thanks to the catering team and it's many helpers for the hard work this year. As yet we do not have any gentlemen on the team but we live in hope.

The coffee shop finished in June and was relaunched in September as the Vintage Coffee shop opening on the first Friday of each month. This has been a great success and provides a good source of income. Thank you to the ladies who provide and serve the food. A special thank you to Lynda who designed the posters and inspired us all in this new project. Another thank you to all those who donated the beautiful china tea-sets and table cloths. Do come along and enjoy the company and delicious food and drinks. NB the coffee shop

running. We also had regular updates about the activities of the choir, and sadly posted a notice in the October edition about the advertisement of the Director of Music post as we prepare to say farewell to Andrew. We've heard about the activities of the LaRCS, Mothers' Union, the revamped coffee shop (Friendship Café), and many more groups within the Cathedral community. We've seen a slight redesign of the magazine format, with the cover reworked to the theme of "Thy Kingdom Come" and formatting within the magazine itself updated to be more consistent. We've also continued to emphasize the need to get permission before printing photos of minors or vulnerable groups in the magazine, and so far the process has worked swimmingly (many thanks to Victoria Angoe who is the Cathedral's Protection of Vulnerable Groups Officer).

Overall it's been a very busy year and I am so grateful to everybody who has submitted articles, photos, poems, etc. to the magazine—without you we couldn't have a magazine! Thank you also to everybody who reads and shares the news of what is happening within our community of believers. After a short maternity break at the end of this year, I will be back to editing the magazine for the March edition and can't wait to see what happens in the New Year.

***Amber Shadle***

## ***MOTHERS' UNION***

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This year has been one of transition. The Diocesan board of Mothers Union was disbanded due to lack of people to replace the retiring Trustees on the board. Hours and hours of hard work have been put in to present a new constitution for a totally new concept. Our Diocese will join with that of Moray and rest of northern Scotland and will be known as Mothers Union in Grampian, Highlands and Islands. There is still work to be done and points to be agreed but it looks as though the new format will go ahead. We are really excited

detached from a pillar and fell on Mrs Christine Roy. The Provost had visited her on the Friday before the AGM and she was recovering well.

The Provost thanked everyone involved in the activities reported for their service as disciples of Christ, seeking to bring his kingdom to fulfilment in this place. The reports were received without amendment.

## **Elections**

The Provost thanked the Cathedral Trustees for their service during the year. The two retiring Cathedral Trustees were Kelechi Nwajiuba and Chioma Ojinna. Chioma had only served one year, filling the vacancy created by Derek Elliott-Jones's resignation at the 2016 AGM, therefore she was eligible for election. There were two nominations for the Cathedral Trustee vacancies, Chioma Ojinna and Godwin Chimara, who were duly elected. The Provost particularly thanked the retiring Trustee, Kelechi Nwajiuba for his prayerful advice during his term in office.

There were single nominations for the positions of Lay Representative and People's Warden and Andrew Morrisson and Mark Edwards respectively were elected to these unopposed.

The Provost noted that Claire Morrisson continues as Provost's Warden.

## **Cathedral Development Project**

Andrew Morrisson updated the meeting on progress. The focus on fund raising over the last year had been directed towards individual benefactors from the Cathedral, the locality and the Diocese. The focus would now shift to grant applications, under the leadership of Michael Stone and with the assistance of fund-raising specialists from ACVO.

## **AOCB**

Christine Flett requested that all groups using the JSC return it to the state in which they find it at the end of their meetings and

events. This includes cleaning the floor and returning furniture to the original configuration. She also requested that this be made clear in the terms and conditions of future bookings. The Trustees will pursue this.

### **The Grace**

The meeting closed with The Grace at 12.20 pm.

*Claire Woods, Provost's Warden*

## ***PROVOST'S REPORT***

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### **Introduction**

I indicated the dawn of a new Scottish Episcopal Church in my report last year. I am happy to report that we are witnessing the signs more visibly with the Consecration of Bishop Anne Dyer on the 1<sup>st</sup> of March 2018 and her subsequent ministry of distinction among us. Our journey in this new era continues as we prepare to welcome our new Director of Music. I would like to register a special thanks to Andrew and Claire Morrison who served the Cathedral for over half a century together. We will be bidding farewell to them on Sunday the 23<sup>rd</sup> of December 2018.

There are so many people to name in this report and to thank you for your love of God and your faithful service and witness in this our Cathedral church. And for the fear of omitting someone or the other by mistake, I am choosing to keep my 'Thank you' unanimous. However, as I reflect on various aspects of our life together here at the Cathedral Church of St Andrew, under the headings of Worship, Community & Stewardship, I hope you will recognise your unique contribution to our journey together. Much has happened in the past year and God chose you to make it all happen.

arrangements or displays and Ann who comes and makes the tea. We also had assistance for special occasions such as Christmas, Easter and Harvest when we decorated the entire Cathedral, from members of the congregation and families. Fiona brings in little extras for these special occasions and her pictures and ornaments help bring some of the displays to life.

The team has ensured that flowers are provided every week, (except Lent and Advent when we observe tradition and have no flowers), both in the porch to welcome people into the Cathedral and at the crossing, reflecting the liturgical colours in the church year or for a special request from a sponsor. Recently we have flowers on the Suther Chapel Altar as this space is used on a Saturday lunchtime after the Concert at Noon.

As this year is the 100th Anniversary of the end of WW1 members and friends of the congregation have been busy making over two hundred poppies for our Remembrance Display. Even the children have been involved cutting out 150 felt poppies to make 6 wreaths for the pillars.

Thank you to the many people who contribute towards the cost of the flowers and those who provide greenery from their gardens but most of all to the wonderful team of helpers who keep the Cathedral supplied with beautiful floral displays.

*Moira Middleton*  
*Flower Secretary*

## ***FOCUS***

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This year has been very busy for the Focus Magazine. We celebrated the consecration of Bishop Anne with a special edition, including lots of photos of the consecration service. We've continued to print minutes from Trustees meetings, very kindly provided by Claire Morrison. We followed the progress of the army of volunteers who have worked so hard to improve the Cathedral and keep things

## **CATHEDRAL CLEANING**

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Although we are now very few in number we continue to meet on a Wednesday following the 10am Communion Service. We are struggling to keep up with the cleaning in the cathedral and vestries and are desperately in need of volunteers. I would like to thank the regulars notably Christine Thompson and Athol Jermieson who turn out practically every week. Christine to sweep and mop floors and Athol to empty bins and anything else that might need doing. It never ceases to amaze me how much paper waste and general rubbish the cathedral and JSC can generate.

Thanks also to Ann Leith who has been keeping the choir stalls tidy. Unfortunately Ann is not so well at the moment so a volunteer would be welcome to stand in for Ann until she is back on her feet. Thanks are also due to Christine Flett who helps out when she can and Fiona MacMillan who does sterling work with the Hoover when she is not gardening in Seabury Court.

If you can spare even an hour on a Wednesday how about giving it a go and getting touch with Athol or myself. We would welcome you with open arms.

**Margaret Buyers**

## **FLOWERS**

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The flower team currently includes 12 regular arrangers: Jeanette, Victoria, Christine, Rose, Jackie, Marian, Pam, Gwyneth, Moira, Audrey, Kathy, and Jean. These 12 people work on a rota to source, arrange and maintain the flowers all year. There are extra people who regularly assist us all for special occasions including Amber and Simon, who climb up to make wonderful porch windowsill arrangements and Amu who is always happy to help with

## **Worship**

We remain faithful in our Cathedral Worship as it continues to be of the highest standard, thanks to each of you for bringing yourselves and your offerings to God with commitment and generosity. It begins with a range of preparations, planning, offering and renewal. The Cathedral Operations Teams work in a system which reflects the beauty and richness of God's creation in order and rhythm. The teams include Cleaning and Maintenance, Flowers, Sacristy, Choir, Catering and Worship and Events management.

## **Community**

In the course of the year five children and an adult were baptised and five young people and two adults were Confirmed. Bishop Anne Dyer was Consecrated as bishop on the 1<sup>st</sup> of March 2018. The Revd Neil Bryce was Installed as Canon of the Cathedral. The Revd Emsley Nimmo resigned from being the Dean and the Revd Ian Ferguson resigned from being a Canon.

## **Stewardship**

The Trustees have been diligent in the stewardship of our very limited resources. We have been working towards our primary objective of keeping the Cathedral open for prayers.

The Cathedral Development Programme 2020 team suffered a significant loss in James Lyon's passing. Prof Gordon Graham has kindly agreed to lead the new team with significant strategic changes. The CDP 2020 will now be replaced with a Decade of Development team and the primary focus will be building up the Cathedral community and widening the network of friends and supporters. Bishop Anne is helping us in our journey to be a 'Flagship of the Spirit' in the Diocese and in the City.

There were three appeals launched through the year with relative success. The gap between our income and expenditure remains in negative balance.

### **Journey forward**

In the coming year efforts need to be made to address the cashflow challenges. The Cathedral Development Programme to strengthen the community and widen our reach will be our focus. We continue to pray 'Thy Kingdom Come' and work to be an answer to that prayer.

*Isaac Poobalan, Provost, Christ the King 2018*

## **TRUSTEES**

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### **Financial Matters**

The financial accounts are presented separately.

The Trustees reviewed the cathedral's financial position as a matter of high priority at each meeting during the year.

The Trustees reduced the cathedral investments in stocks and shares to £50,000 early in the financial year, to release funds for the purchase of the new Rectory. The Trustees had previously agreed that a minimum investment of £50,000 should be retained in case of emergency.

In January, the Trustees estimated that it would cost £124k to run the cathedral for the current year and there was a predicted shortfall of £44k in the General Fund income. They agreed to divert some income streams (e.g. the recital and some special events revenue) from the Development Fund to the General Fund, reducing the projected shortfall to £27k. An article was published in Focus suggesting four practical ways in which the congregation could assist by increasing their giving.

Macdonald. This was a busy morning, with a great turnout, followed by the usual pancakes put on by the crèche team.

We again took the summer to rest, celebrating the confirmation of many of our young people in two different services before term started up again. This Autumn term we have been learning about people in the Old Testament such as Jacob, Joseph and Moses and their stories. For Harvest the children sang two songs from the musical 'Joseph and the Technicolour Dreamcoat' and took offerings of food up to the altar for our food bank collection.

Following the AGM this year we will begin work on another nativity play, this one based on the Godly Play advent stories. We will perform this play on 23 December during the morning service. Do come and join us if you are able.

The children's ministry continues to use the space in the JSC supplemented by the arts centre space as needed for stories and activities. We continue to be blessed by the help of several of our congregation, mostly mothers, on a rotating basis. However, we are always grateful for more volunteers—indeed, the work we are able to do grows and develops with people willing to come on board and help.

We now have between 15-25 children regularly attending on Sunday mornings. At a meeting early in Autumn it was decided that the older choir children would not come in to Godly Play any more, but stay in choir for the whole time. Younger choristers continue to join us for Godly Play and then return to choir thanks to Claire Woods helping with the transition.

We look forward to the year ahead and continuing to work with the children of our community. If you have any questions about anything we are doing during the children's ministry time please don't hesitate to ask either Lucy or myself.

Thank you again for the privilege and blessing to work with your children at St Andrew's Cathedral. May God bless your family in the coming Advent season and the year to come.

**Stephanie Brock**

and Lucy arranged a craft party on Holy Saturday where the children decorated Easter Eggs which were hung on the choir stalls. On Easter Sunday we had an Easter Egg hunt in the Cathedral. The Father's Day family eucharist and party after was also enjoyed by our families. The children brought gifts of food for the needy on Harvest Sunday and the children danced into the cathedral to music from "Josephs Technicolour Dream Coat", handed over their gifts too be blessed, then sang "Any Dream Will Do".

We had a great Christmas Party at the end of last year with all the Cathedral children. Santa paid us a visit and we look forward to repeating this again in a few weeks' time.

We continue to meet regularly with the Provost, Godly Play and Junior Choir leaders to see how we can improve how things are done to bring the groups together for Services and family occasions.

Thanks must be given to Godwin for our warning calls on a Sunday morning and Jean Leiper and the stewards for putting service books in the front pews for us and all the parents and helpers for their continued support.

***Moira Middleton***

## ***YOUTH & CHILDRENS' MINISTRY***

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The Youth and Children's Ministry has had a good year since the last AGM. Following the last AGM we prepared and put on a nativity play on 24 December called "Mary's Knitting." This was a fun endeavour that got all of the children involved in singing and acting to tell the nativity story. We then took a couple of much-needed weeks off to rest!

At the beginning of 2018 we did some work on the parables, telling them in the Godly Play tradition. We prepared and ran a Good Friday service for children and families led by Henna Cundill, the outgoing youth and families coordinator for the Diocese, supported by Lucy

The Trustees agreed that we should strive to build reserves in the General Fund to £15,000 at the start of each month, giving us a buffer to cover exceptional expenses incurred from time to time in routine operations. They also undertook a review of the rental rates charged for our facilities, with a view to increasing rental revenue whilst remaining competitive with the rates of similar facilities locally. The new rental rates, terms and conditions and information about the cathedral facilities were published and posted on the cathedral website in early May.

A review of the Cathedral's finances by a member of Aberdeen Council of Voluntary Organisations (ACVO) in April concluded that we urgently need to increase our income.

We held two giving campaigns during the year, one at Whitsun and one at Harvest, headed by the Provost, with the aim of increasing regular giving to the General Fund. The amount donated to the cathedral funds for the Whitsun appeal via the Kiltwalk was £3792.60. In addition, several members of the congregation increased their regular weekly giving via the Free Will Offering envelopes or standing order bank transfers. The amount raised through the Harvest appeal was £4256.40, or £5250.50 including gift-aid.

We received a payment of £25,000 in settlement of the dilapidations in the Merchant's House from Peacock Visual Arts (PVA) at the end of May. The Trustees agreed that we then had sufficient funds to proceed with the roof repair to Seabury House. The Trustees also accepted an insurance settlement of £3735.50 from Ecclesiastical towards the work undertaken last year on the drains.

The OSCR report for 2016/17 was submitted in August 2018. The Trustees agreed to terminate the financial services contract with Johnston Carmichael with effect 31<sup>st</sup> December 2018. The cathedral will use a volunteer from within the congregation for routine book-keeping and as gift-aid secretary, with assistance from Aberdeen Council Voluntary Organisation (ACVO) and the Assistant Diocesan Treasurer for preparation and submission of the accounts. The new

arrangements will save money and should give us quicker turn-around times.

### **Fund-raising and the Cathedral Development Project**

These are covered in the Cathedral Development Report.

### **Purchase of new Rectory**

Many properties within a reasonable distance of the cathedral were viewed in the autumn of 2017 and an unsuccessful attempt was made to purchase one. Eventually 27 Raeden Avenue was secured for use as the Cathedral Rectory, for a sum of £422,500. The transaction was completed on Friday 19<sup>th</sup> January. The signatories on the deeds are the Provost and the two Wardens and the deeds are held by the Diocese, as required by the Constitution. The purchase was secured using the funds from the sale of the previous Rectory, supplemented from the sale of £150,000 of stocks and shares.

### **Peacock Visual Arts (PVA)**

The Trustees negotiated with PVA over the outstanding dilapidations on the Merchant's House for much of the year. Towards the end, they were generously assisted by Mr Peter Murray, Registrar of the Diocese of Aberdeen and Orkney. They agreed to accept a single payment of £25,000 from PVA in full settlement of the outstanding dilapidations on Seabury House, this being equivalent to the estimated cost of addressing the external dilapidations on the building. The Trustees had previously informed PVA that they would be prepared not to pursue the internal dilapidations, because they intend to re-design the interior completely. The payment of £25,000 was received on the 31<sup>st</sup> of May. The dilapidations on the Old Schoolhouse are the subject of separate negotiations. PVA have signed an amended lease for one year for occupancy of the Old Schoolhouse, which runs until April 2019. There were no other amendments to the current lease, therefore they are still entitled to one car parking space.

### **Music and Liturgy**

A detailed report of the choir and other musical activities over the

Emeka to Dundee to work as a pharmacist. Both Wendy and Emeka were faithful and committed members of the Serving Team and we wish them well in their chosen careers.

In the past two or three months we were pleased to welcome Tam and Michael to the team.

Athol has been a server for a number of years now and I would like to thank him for his continued help and support.

*Margaret Buyers, Sacristan*

## **CRECHE**

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The crèche has continued this year under the leadership of Christine Flett and myself with a group of about 14 faithful helpers. We have 16 preschool children on our register with about an average of 8 attending each week.

The creche was moved to the foot of the JSC last year and this is working well. An ongoing problem is that our toys are being used out with creche times and are left in a dreadful state with jigsaws removed from their boxes and mixed up with all the rest of the toys. It takes us a couple of hours to sort everything out again and Sellotape all the boxes together again.

We took the children in for the Mothering Sunday Service for their cake and flowers. The children processed in singing "Mummy Loves Me" accompanied by Martin McDonald on guitar. Thank you to the Flower Team who provided over 100 posies and Kathy for the tasty Simnel Cake and the Palm Sunday Service for the blessing and distribution of the Palm Crosses. The Good Friday service was well attended. This was led by Henna and Lucy and they produced a wonderful cross which became a focal point of our Easter decorations in front of the choir stalls and admired by most of the congregation. Everyone had hot cross buns and juice in the JSC after. Amu, Steph

## **SACRISTY**

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The Sacristy can be rather hectic at times especially when preparing for Sunday Eucharists with vestments to be laid out, candles to be checked and lit, and the chalices to be dressed and placed on the altar. Following the Eucharist vestments have to be hung away and the silver washed and put back in the safe.

There is also the washing and ironing of the linen and the repairs to vestments. We are very fortunate in having Audrey Parkes who is always willing to undertake any repairs and sewing she is asked to do. A big thank you from me Audrey.

Thanks are also due to Tam and Michael for fitting in so well with Athol and myself.

Last but by no means least thank you to Athol who has the rather messy and unenviable job of keeping the Reserve Sacrament lamp lit.

*Margaret Buyers, Sacristan*

## **SERVERS**

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Throughout the year the servers (currently Athol Jermieson, Tamunotonye Dikibo, Michael Poobalan and Margaret Buyers) have participated at all Sunday morning services as well as the Advent Carol Service, Nine Lessons and Carols, Christmas Midnight Eucharist, Epiphany Carol Service and all Holy Week Services.

On March 1st we were involved in the service of Consecration and Installation of the Rev'd. Canon Ann Dyer as Bishop of Aberdeen & Orkney. On Sunday 2nd September we were present at a Festal Evensong when The Rev'd. Neil Brice was Installed as a Canon of the Cathedral by Bishop Ann. In June we were sorry to have to say goodbye to Wendy who moved to Shetland with her parents and

year is presented separately in the Choir Report.

Chris Black, a music student at Aberdeen University who is learning the organ, was appointed as Organ Scholar in January 2018 for the remainder of the 2017/18 academic year.

In January Andrew Morrisson announced his intention of retiring from the position of Organist and Master of the Choristers at the end of the 2018 (specifically after the Festival of Nine Lessons and Carols on 23<sup>rd</sup> December). The Trustees set up a working group convened by Regina Jäschke, tasked with drafting a job specification, recruitment strategy and funding strategy for the Director of Music position. The job was advertised via social media first, to the Cathedral Organists Association, local Organists Associations and on University websites, with a closing date of 14<sup>th</sup> October 2018.

In September, Andrew Morrisson reported that Bill Henderson will significantly reduce his involvement as a voluntary organist in the new year. He had auditioned an acceptable candidate for the post of Organ Scholar. The Trustees agreed that this candidate should be offered the post for the 2018/19 Academic Year.

The Trustees granted Andrew permission to keep his Chamber Organ and small organ bench in the Suther Chapel in the medium term after his retirement. The Chamber Organ will still be able to be used for cathedral purposes, as now. Andrew reported that he had donated a newer, good-quality upright piano to the cathedral. It is currently in the adults' vestry, but the intention is that it would eventually be located in the vestibule area between the Song School and Young People's area on the first floor of Seabury House, to be used for break-out sessions during choir rehearsals and by the Young People's ministry. It should not be moved to this location until the building work has been completed in this area because of the large amounts of dust such activities always create.

Fund-raising for ongoing music activities and the new Song School is covered in the report on the Cathedral Development.

New liturgy booklets were trialled for the main Sunday Eucharist for several weeks. The experience of using these was discussed by the Liturgy Working Group. It was decided to have one liturgy book for each of the five Eucharistic Prayers in use, so that the service was printed in order from start to finish. The liturgy would be printed on one side of each page, with commentary and explanation on the opposite side.

### Interactions with the Diocese

The Provost, Dr Long and Professor Morrisson met with Professor Atkinson and Dr Paisey from the Diocese on two occasions in January. Professor Atkinson suggested that the Cathedral's role should be in ministering to and supporting the small rural congregations and that the Cathedral's activities should be designed to support the work of the parishes. One way in which the Cathedral offers such support is by singing in different churches around the Diocese in answer to requests from parishes. Excursions were made in Advent and during the summer months. The Cathedral also invites members of choirs from other churches to sing with the Cathedral Choir at major services in the cathedral. These events are listed in the choir report. Our Artist in Residence, Wendy Pope, painted an attractive mural depicting the parishes within the Diocese along the south wall of the cathedral before she left. The cathedral has submitted several articles to 'Northern Light', describing its work and inviting participation from other parishes throughout the year.

The Rev Canon Anne Dyer was elected as our new Bishop by the Episcopal Synod that met in the Cathedral on Thursday the 9th November 2017. She was enthroned at the cathedral on 1<sup>st</sup> March 2018 and Mark Edwards, acting as People's Warden, managed the Enthronement from the Cathedral perspective. The service and subsequent reception were attended by parishioners from churches across the diocese, despite the appalling weather. The Provost reported that the Bishop was very pleased with her service of Consecration and Installation on 1<sup>st</sup> March and with the services on Sunday 4<sup>th</sup> March.

### LAY REPRESENTATIVE

Cathedral Development report.

A sheltered space has been created along the south wall of the Suther Chapel by the installation of storage cupboards. The area has been equipped with robes rails and will be used as a temporary choir vestry once the first phase of the development project starts and the current vestries are re-purposed and re-furnished. Most of the cathedral's music library has been moved from the adults' vestry into the cupboards screening the space and the remaining music will be transferred when necessary. We hope that the choir's occupancy of the Diocesan Synod met on Saturday 17th March 2018 at Doubletree, the space will be brief, and we will soon be able to move into the Song Hilton Hotel, Aberdeen.

In her charge to the Synod, Bishop Anne announced that she intends The choir relies on many willing volunteers. In particular, I would like to:

1. Thank Bill Henderson, without whose skill and commitment it would not be possible to provide the high quality of music for worship each week. A constantable expression of thanks must go to Claire Morrisson for her hard work with helping to train the youngsters and preparing the choristers for awards of the RSCM and her work in the Diocese and their needs, to grow new forms of trained lay ministries,

Finally, I would like to thank the Provost, Trustees and Congregation

3. Plan for mission: to identify what God has next for us to do; to who continue to give the choir so much support and encouragement. identify where mission resources are to be located;

### Andrew Morrisson 02/11/18

4. Network beyond churches; to identify mission partners - ecumenical, government, 3rd sector (volunteers and charities), university, business and private individuals;
5. Build trust after a troubled time; to move past what has gone on in the last weeks to a fresh beginning.

A video of Bishop Anne's Charge to the Synod was made available on the Diocesan Website.

**Andrew Morrisson**  
06/11/2018

be found in the Cathedral Development report.

A sheltered space has been created along the south wall of the Suther Chapel by the installation of storage cupboards. The area has been equipped with robes rails and will be used as a temporary choir vestry once the first phase of the development project starts and the current vestries are re-purposed and re-furbished. Most of the cathedral's music library has been moved from the adults' vestry into the cupboards screening the space and the remaining music will be transferred when necessary. We hope that the choir's occupancy of the space will be brief, and we will soon be able to move into the Song School on the first floor of the Merchant's House.

The choir relies on many willing volunteers. In particular, I would like to thank Bill Henderson, without whose skill and commitment it would not be possible to provide the high quality of music for worship each week. A considerable expression of thanks must go to Claire Morrisson for her hard work with helping to train the youngsters and preparing the choristers for awards of the RSCM and her work in looking after the robes.

Forthcoming special services include the Advent Carol Service on Sunday 2nd December and the Festival of Nine Lessons and Carols on Sunday 23rd December.

Members of the choir have secured several grants towards the cathedral's musical activities during the year and run a successful 'Cathedra' campaign aimed at raising money from choir alumni and supporters for the Song School. Details of fund-raising activities may

Dr Nicola Mills, a member of St Mary's Carden Place, was appointed to fill the Diocesan Trustee vacancy at the Synod on 17<sup>th</sup> March, serving alongside Captain Derek Whatling, who continues as our other Diocesan Trustee.

The Trustees' meeting on 18<sup>th</sup> April was attended by Bishop Anne (Chair), who asked that the meeting cover the life of the Cathedral and how it relates to the life of the Diocese. Bishop Anne described her first impressions of the Cathedral:

- That the music is of a very high standard and worthy of note, although it had not been mentioned in any of the background paperwork or discussions before she accepted the post.
- That the cathedral is wonderfully hospitable and welcoming.
- That it manifests both inclusivity and diversity of worship. She suggested that this might be a charisma which we should exercise for the people of Aberdeen.

**The Bishop gave the Trustees several challenges:**

- Whether they would be prepared to let the Cathedral be the flagship of the Holy Spirit, setting the pace and at the front edge of God's mission.
- That they should strive for excellence in every aspect of the Cathedral's life, both as an example to others and because God is excellent and it is our duty to reflect and represent him in the world.

**She identified the following blockers and risks:**

- The buildings, fixtures and fittings are shabby and in need of attention (for example, the sound system, the quality of disabled access, the toilets).
- The music is dependent almost totally on the Director of Music, who will be leaving at the end of the year. She asked whether we have succession plans in place.
- The cathedral is extremely under-staffed, with only one full-time clergy position. This does not leave any slack for new initiatives. If the cathedral's mission gained momentum, how would we resource it?

Turning to the relationship between the Cathedral and the Diocese, Bishop Anne described her vision of the Cathedral as Mother Church. It is the place where ministers are ordained and from which they are sent out to serve across the Diocese. She conceded that the Cathedral's role is not accepted in some parts of the Diocese and urged the Trustees to connect the ministry of the cathedral with that of the other churches. The Cathedral's role will include music, hospitality and mission, but we must discern what form it will take. Bishop Anne advised us to work out the next step with God, setting SMART targets, and not to worry about the steps after that.

Jean Souter, an ordinand, began a placement at the Cathedral in September, as part of her training for the priesthood. Jean has just submitted her dissertation for her Master's degree in theology at Aberdeen University. Her particular interest is in developing healing ministry.

### **Representing the Cathedral on the wider stage**

The Lord Provost of Aberdeen hosted a Civic Reception for the Cathedral on 15<sup>th</sup> May. Bishop Anne responded to the Lord Provost's speech and Professor Ferdinand von Prondzynski (Patron) also spoke. The occasion was used to begin to build relationships. The Cathedral Trustees, Patrons, members of the CDP2020 team, members of the fund-raising team and the COLT were present. The Bishop provided a press release to the P&J in the week preceding the event.

St Andrew's Cathedral had a booth at the 79th General Convention of the Episcopal Church of the USA, which was held from July 5th – 13th at the Austin Convention Center, Texas. The booth was suggested by Canon Charles "Chuck" Robinson. Jane Russell (ACVO) attended for five days to represent us. The Provost attended and the Diocese sponsored his travel and accommodation and the cost of the booth. His aim was to use the visit as a fact-finding mission and to make useful contacts. Micah Furlong also attended and manned the booth for the entire 10 days, at a cost of \$500 in travel and

(Bradford Cathedral), George Chittenden (Sankta Maria Kyrka, Helsingborg) and Mark Duthie (Carlisle Cathedral). On the Saturday nearest to the bicentenary date, Andrew Morrisson played music that had been performed on significant occasions during the organ's two hundred years including Lemmens Grand Fantasia "The Storm" played by the then Organist Harold Bennett FRCO on the first Wireless broadcast of an organ recital from Scotland, in 16th March 1924.

The Saturday at Midday Concert Series continues successfully with tremendous help from Regina in terms of organising the schedule. The half-hour concerts take place 52 weeks a year and have built an audience of regular listeners. The concerts are followed by an informal lunch and donations make a significant contribution to Cathedral Development fund-raising. There are always opportunities for individuals or groups to perform, so if you have contacts who may be interested please get in touch. Thank you to all the members of the congregation who provide lunch, particularly to Amu who shoulders the bulk of the responsibility for catering. Any offers of help with the catering would be gratefully received. We are delighted that George Chittenden will be giving one of the Cathedral at Noon recitals in November as part of the Organ 200 series. George founded the Cathedral at Noon concerts in February 2005, since when there have been nearly 700 concerts.

The choir gave a number of recitals during the year, including a performance of the Mozart Requiem in March and several concerts by the Cathedral trebles at Christmas and Doors Open Day.

Forthcoming special services include the Advent Carol Service on Sunday 2nd December and the Festival of Nine Lessons and Carols on Sunday 23rd December.

Members of the choir have secured several grants towards the cathedral's musical activities during the year and run a successful 'Cathedra' campaign aimed at raising money from choir alumni and supporters for the Song School. Details of fund-raising activities may

of the congregation.

This has been another busy year for the Cathedral Choir, with many additional events on top of two Sunday choral services and the special services during the major Christian festivals.

In March we celebrated the Consecration & Enthronement of Bishop Anne on St David's Day. To mark the occasion the Cathedral commissioned a new choral work by Sarah Rimkus. This setting of Psalm 96 for upper voices and organ took its inspiration from the music of Orkney, particularly from fiddle traditions, which comprise a large part of the rich musical heritage of Orkney and the Northeast of Scotland. The work was premiered at the service.

As part of the choir's outreach, the trebles have sung on half a dozen occasions at Rubislaw Park Care Home. The residents, including our friend John Parkes much appreciate the choral input to the services which are taken by the Provost. In addition, the choir has sung evensongs around the Diocese at St Johns, Crown Terrace, Bucksburn, Turriff, Fraserburgh, Aboyne, Kemnay and Haddo House Chapel.

The choir undertook, two tours during the year. The first was to St Anne's Cathedral, Belfast in February where the lay clerks sang the weekend services including the first performance of "O nata lux" by Jennifer Taylor written especially for the occasion. The second tour was to Christ Church Cathedral, Oxford in August where the choir sang the services for the week (eight in total). Full details of the tours were provided in the subsequent editions of FOCUS.

In June, we celebrated the life of our dear friend Giles Pilgrim Morris with a memorial concert and evensong. The music included some items that were sung at Giles' funeral. We were delighted that Giles' wife Louise was able to join us for the Sunday evensong.

This year we celebrated the Bicentenary of the Cathedral Organ which was opened on August 30<sup>th</sup>, 1818. To mark the occasion, a series of recitals was arranged given by former Assistant Organists of the Cathedral; Andrew Bryden (Ripon Cathedral), Ed Jones

subsistence. The Trustees approved reimbursement of Micah's expenses. A group from St Michael's Dallas intends to visit us in Autumn 2019 as a direct result of our presence at the Convention. Micah represented the Cathedral eloquently and the Provost recommended that we appoint him as the Cathedral's roving representative in the USA, both physically and via social media. The Trustees agreed, provided no trips are undertaken without their prior approval, with targets/deliverables and the budget agreed by them in advance. The Provost is also pursuing networking opportunities with the Rev Kirsten Miles at Trinity Church, Wall Street.

### **Regulatory Compliance**

In November, Andrew Morrisson reported that the cathedral and JSC have failed council inspections required for the renewal of our performance licence. Work was required to bring the electrical wiring, emergency lighting and normal lighting in the JSC hall and corridors up to current building standards. Remedial work and new inspections were quickly arranged and the performance licence was granted.

On a subsequent inspection the council official also insisted that we upgrade the fire alarms in these areas, to comply with the regulations. This work has also been carried out. The electrician holds our BS5839 certificate for the JSC fire alarm system and is responsible for maintaining compliance (e.g. regular testing of the system and PAT testing of portable electrical equipment). We have a copy of the certificate in the office.

We now have gas safety reports filed in the office for the three cathedral boilers, the boiler that runs the heating for the Merchant's House and for the new boiler in the office that heats the JSC, corridors and toilets.

In March we applied for a Certificate of Lawfulness of Existing use of Seabury House (Ground Floor), Peacock's Close as a Class 10 (Non-residential institutions) premises. The certificate was granted, allowing us to use the space for the following purposes: as a creche,

day nursery or day centre; for the provision of education; for the display of works of art (otherwise than for sale or hire); as a museum; as a public library, reading room, hall or exhibition hall; for, or in connection with, public worship or religious instruction, or the social or recreational activities of a religious body; or as a law court.

Mark Edwards took on the role of Cathedral Data Protection Officer and managed the implementation of the new General Data Protection Regulations GDPR, in conjunction with a complete review and update of the cathedral databases. The Cathedral Privacy Policy is available on the Cathedral website. An explanatory article, summarising the policy was published in the June edition of Focus. We have asked all contacts on our database to opt in, by consenting to remain on the database. Those who decline or do not reply will be removed. Mark has also interviewed the leaders of all groups within the congregation, reviewing the data they hold, to ensure compliance across the organisation.

#### **Maintenance, Repair and Upgrading Work**

Significant upgrade work and future plans are presented in the Cathedral Development Report. A large amount of maintenance, repair and upgrading work has been completed during the year. Jobs are listed below together with a designation of either safety/regulatory, maintenance or upgrading.

##### **In the cathedral:**

- Replacing and upgrading emergency lighting in the cathedral (safety/regulatory)
- Replacing dangerous wall lights in the cathedral and upgrading other cathedral lighting (safety/upgrading)
- Bringing cathedral wiring up to buildings standards (safety/regulatory)
- Miscellaneous joinery jobs (maintenance)
- Hand rails on steps to vestry door and lectern (safety)
- Replacement of the amplifier and overhaul of the sound system (maintenance)

##### **In the JSC, kitchen, offices and corridors:**

## **CHOIR**

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**Organist and Master of the Choristers: Andrew Morrisson**

**Trebles Choir Trainer: Claire Morrisson**

Choir Practice (trebles): Thursday 5.45 – 6.30 Voice for Life Training  
Thursday 6.30 – 7.45 pm Rehearsal

Sunday Services: Sung Eucharist: 9.45/10.00 for 10.45  
Choral Evensong: 5.15/5.30 for 6.30 pm

The groups which contribute to the music are:

The Cathedral Choir (boy and girl choristers and lay clerks): minimum of one service a week (Eucharist or Evensong) during school terms, augmented for major services by adults.

Choral Scholars and Lay Clerks: minimum of one service a week (Eucharist or Evensong) during University Terms.

Cathedral Voices (adult mixed choir): minimum of one service per month. The remaining Sunday Services are sung by the Cathedral Lay Clerks.

The different choirs combine for special occasions such as Advent Carols, Christmas Midnight Eucharist, Easter Day Evensong and the Diocesan Choral Festival.

We currently have 16 trebles in the choir and two youngsters who have moved to lower parts as their voices mature. We are always grateful for contacts to potentially recruit more. This year, under the guidance of Claire Morrisson, four choristers were successful in gaining Awards of the RSCM: Zuzanna Prusik and Heather Robinson (Silver Award) and Damiano and Julien Spagnolo (Bronze Award). Our previous Organ Scholar Chris Black, has graduated and moved to Edinburgh. We are delighted to have appointed two new Organ Scholars, Anthony White and Forbes Kinghorn in addition to five choral scholars, funded in part by generous donations from members

give of their time and talents to support us in our worship, witness and outreach.

I know that this has been said before by our Provost, but as I work at the Cathedral throughout the week, be it during the day or on the occasional evening, I am struck by the fact that almost always I will meet someone who is also there, quietly going about their business to keep our Cathedral clean and open, or maybe rehearsing a piece of music for a forthcoming service or event.

Most of us, I suspect, never see this activity that continues week after week, month after month and, for almost everyone involved year after year. So this year, as well as recognising those groups and teams that lead us throughout the year I want to also, on behalf of our wider Congregation, recognise and thank all of those who work so tirelessly in the Cathedral. To you all "Thank you".

In March, the eyes of not just the Diocese, the Province or the city, but the world were turned on a small, yet majestic building in the city of Aberdeen to witness the joyous and historic installation of our Bishop +Anne. Despite all that the elements could throw at us, we gave Bishop Anne a welcome full of the warmth, sincerity and love that we are known for. As the world looked in and watched us welcome Bishop Anne most will have been unaware of the hours of planning and preparation put in by so many; not just from our own midst, but from our friends in the Diocese and Province too.

Bishop Anne's installation was the epitome of how we work as one, equal and united to proclaim God's word to our city and beyond.

To everyone in the family of St. Andrew's, my sincere and humble thanks.

**Mark Edwards**  
**People's Warden**

- Refurbishing accessible and gents' toilets (upgrading)
- Bringing JSC wiring up to buildings standards (safety/regulatory)
- Replacing lights throughout (safety/upgrading)
- Installing new fire alarm to BS5389 spec (safety/regulatory)
- Repainting corridors (maintenance, done by cathedral volunteers)
- Replacing JSC boiler (safety/regulatory/maintenance)
- Overhauling JSC convector heating units (maintenance)
- Installing fixed hot water dispenser in kitchen (safety/upgrading)
- Miscellaneous joinery jobs (maintenance)

#### **In the Merchant's House:**

- Repair and overhaul of gas boiler (maintenance)
- Making safe old wiring and installing emergency lights to meet building standards (safety/regulatory)
- Levelling Dance Hall floor (maintenance/upgrade)
- New power and lights in Dance Hall (regulatory/upgrade)
- Fixing leaks through external stair into Dance Hall entrance (maintenance)
- Re-building Dance Hall porch and storage cupboard (maintenance/upgrade)
- Re-painting Dance Hall, porch and storage cupboard (maintenance, done by Dance School and cathedral volunteers)
- Miscellaneous joinery jobs (maintenance)

The total cost of this work was £62k. Very little significant maintenance had been undertaken for a long time, therefore a significant backlog had accrued. Aberdeen City Council increased their scrutiny of our buildings, along with other public buildings, largely as a result of the Grenfell Tower disaster, which seems likely to have as profound an impact on the construction and service industries as Piper Alpha did on the oil industry. Much of this work was required by the council and is the bare minimum to bring the facilities up to current building standards. Installing alarms and boxing in cables does not immediately improve our working environment, but does make it inherently safer. The maintenance jobs also do not make the

facilities look modern and beautiful, but they arrest the decline. There have been some visible improvements to our surroundings. The cathedral is better lit than it was this time last year. The JSC is better lit and heated, with an accessible heating control, and the corridors are less shabby. The Art Space has been refurbished and we receive £6000/year in rent from the Dance School for it, whilst being able to rent it out or use it ourselves at other times, including for the children's ministry on Sundays.

The leak in the roof of Seabury House, where the building is separating from the adjoining tenements, was repaired in September/October 2018. This work was supervised by the Cathedral Architect. It is now finished, although it was not completed by the end of the reporting period and is not included in the total cost of the work given above.

The Trustees agreed that in future we should set aside 5% of income for maintenance as standard practice and as recommended by the CDP2020 team.

### **Access to the Cathedral**

Access to the Cathedral via the South Door: The Trustees agreed that the door should be unlocked so that it can be opened using the handle from the outside during times of peak usage, initially on Sunday mornings before and after the Eucharist and on Saturdays for the lunchtime recital. This facilitates traffic between the JSC and the cathedral.

A member of the congregation lost a key to the cathedral, therefore the Trustees changed the locks on the JSC, taking the opportunity to install the same lock on the JSC and old PVA entrances to Seabury House. They agreed that it was unnecessary to change the lock on the vestry door. The number of new keys to Seabury House is strictly limited and all keyholders must sign for them.

**Claire Morrisson**

**On behalf of the Cathedral Trustees**

reimbursement electronically, please get in touch with your bank details.

One of the difficulties I do have is that there is only one of me, - sometimes it would be beneficial to have more than one of me especially when I have a large amount of mail to send out eg. Christmas cards and Easter cards, or if there is a big volume of photocopying etc to be done. In those situations I could complete the job far more quickly if I had some help so if anyone is interested in volunteering in the office every now and again, please let me know. Similarly, if I am having a particularly busy week, I may not have the opportunity to respond to emails or requests immediately so please bear with me, I will get to you eventually!

I would like to say a huge thank you to Regina Jäschke for preparing the service sheets each week particularly as she is extremely busy in her own job. Regina's help means I can work on other things in the office otherwise I would be unable to do. Also, thank you to Andrew Morrisson and Claire Woods for their help and support in the office. I will miss them both very much when they leave.

Finally, I would like to say that I am striving to make the administrative function of the Cathedral one which is professional, efficient and effective. We can help each other by ensuring we have clear two-way communication and enough time and notice to do a job well.

**Lynda Johnston**

**Cathedral Administrator**

### **PEOPLE'S WARDEN**

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It is my pleasure to report to you as the People's Warden at the close of a historic and joyous year.

As in previous years I commend the Reports submitted by the leaders of our numerous groups and teams for your reading. As I look back and consider what we have accomplished in the last few months I consider us to be truly blessed with friends and family who tirelessly

and the Cathedral database amongst other things which crop up from time to time this year.

Currently, (and hopefully by the time you read this) I will have managed to get the database up to date and all our outstanding permissions for GDPR (General Data Protection Regulations) also up to date. As you will be aware, a new data protection legislation was introduced in May which has meant that we now need to know from you whether we have permission to contact you, and if so, by which means of communication. If you have yet to complete or respond to a form asking if we can contact you, please get in touch. Could I also request that if you change any of your contact or personal details, you let me know so that I can ensure the information we do hold for you is up to date.

This year we have had an increase in the number of enquiries about booking our facilities. Not all of these enquiries have been converted into bookings but it shows that word is getting around about what we can offer. I understand the bookings can sometime cause inconvenience to some but they provide a much needed source of income, particularly the larger events such as the North Atlantic Fiddle Convention concerts and workshops which we hosted in July, and more recently the Sound Festival events in October/ November. Liaising with the organisers and performers of these events can be hugely time consuming and looking for stewards to help also takes up a bit of time. If I can't find stewards I can end up having to steward myself which I don't mind occasionally, but I really would be grateful if people could reply to my emails looking for help (with either a yay or a nae) as I just can't do it all myself!

Some of you will know that a couple of months ago we introduced a new "Claim Form" for members of the congregation claiming expenses. These are available at the back of the Cathedral, the noticeboard on the John Skinner Centre or from the office. Please make sure you complete your claim form and attach any receipts by 20th of the month so that it can be paid to you the following week. We now have electronic banking so if you would like to receive your

## CATHEDRAL DEVELOPMENT

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### The Strategic Plan

A significant piece of work has been completed which defines and clearly states the Cathedral's Vision, Mission and guiding values. Together these underpin the wider Business Plan which allows us to focus our various energies and fund-raising initiatives on the strategic goals we have set ourselves. The Vision, Mission and Values have been formally reviewed and adopted by the Board of Trustees, the Bishop and the Chapter of the Cathedral.

**The Cathedral Church of St Andrew is the flagship of the Diocese of Aberdeen and Orkney and serves as the Mother Church for all constituent parishes across the north-east of Scotland and the isles of Orkney and Shetland. The primary aim of the Cathedral is to spread the Gospel of our Saviour, Jesus Christ. Living this goal faithfully requires a clear vision of the mission and values held within the community and mutually encouraged amongst the congregation.**

**THE CATHEDRAL'S VISION:** To share our faith and enrich the communities we serve.

**THE CATHEDRAL'S MISSION:** To be the centre of Scottish Episcopalian Christian witness, teaching, prayer and fellowship in the heart of Aberdeen, and a source of welcoming hospitality for all people in the city.

**THE CATHEDRAL'S GUIDING VALUES:** The Cathedral functions according to a set of guiding values that directs its strategic thinking and decision making and acts as a moral compass for all who minister, work and worship within its wider community.

**WELCOME:** Providing an open and loving environment for all who enter our community.

**COMPASSION:** Embracing equality and diversity, with respect for all.

**EXCELLENCE:** Striving for the highest standards in all that we do.

**RENEWAL:** Renewing the body, the mind and the spirit.

### **The Strategic Aims**

The Board of Trustees and The Cathedral Chapter have identified three key strategic themes that will guide and direct the work of the Cathedral in the coming years. These initiatives are collectively bound together within The Cathedral Development Programme:

- The transformation of the functional capability and aesthetics of the Cathedral.
- The provision of new facilities to support the growth and quality of learning within the Cathedral community.
- The development of the Cathedral's role and standing in the wider Community.

### **Transforming the functional capability and aesthetics of the Cathedral**

The Cathedral today reflects a traditional interior configuration which dates to changes made in the earlier part of the 20th century. Together with the poor condition of the fabric and services, such as wiring and sound this presents a significant hurdle for the space to be used as the Trustees desire.

The programme will achieve significant enhancements to deliver a Cathedral that will support its congregation's witness and mission and community in the 21st century.

#### **Key deliverables**

- The renovation and enhancement of the internal space of the Cathedral.
- The renovation of the internal fabric to reinstate a stable, painted finish to the internal walls.
- The installation of quality facilities within the Cathedral to support a multi-use capability.

### **Providing facilities for instruction and learning within the Cathedral community**

The Cathedral has a long tradition of religious education, originally

appeal, and the majority of these qualified for gift-aid rebate.

The loose plate total for this 6-month period is just under half the annual GASDS limit. However, it is likely that we will exceed our £8000 limit over the full year again.

During the course of the year, I revised the list of people authorised to submit gift-aid claims on behalf of the cathedral, with the agreement of the Trustees. Glenn Basford was removed from the list. Lynda Johnston and Isaac Poobalan were added. The 'Authorised Officials' are now Isaac Poobalan, Regina Jäschke, Claire Woods and Lynda Johnston. Isaac continues as the registered 'Responsible Person' for the Cathedral. I will step down from the post of gift-aid secretary at the AGM on 25<sup>th</sup> November 2018. I am grateful to Tamunotonye Dikibo for volunteering to take on this role along with other book-keeping duties.

*Claire Morrisson*

**5/11/18**

### **OFFICE**

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Over the past year my workload has been varied, challenging and at times stressful. I try to embrace with a positive spirit all of this plus the many weird and wonderful requests which go hand in hand with being a Cathedral Administrator, or as I like to think of it, "jack of all trades".

The volume of work which passes through the office is high and I try to keep on top of it in the three days per week which I work (Tues – Thurs 9am to 4pm), although I'm here until after 5pm most days.

I have responsibility for bill paying, invoicing, bookings, data management, social media, Cathedral diary, liaising with performers and hall users, emails, telephone calls, Readers rota (from December),

*Cathedra* appeal, which was launched on Advent Sunday 2016.

All the development fund donations qualified for gift-aid rebate. Over this period, they were all donations from tax-paying individuals who had either completed a general declaration for the cathedral or included a gift aid declaration with a one-off gift.

From 6<sup>th</sup> April 2016, the HMRC limit on the value of small, non-gift-aided donations that can be claimed against in the 'GASDS' (Gift-Aid Small Donations Scheme) increased from £5,000 to £8,000 pa. We regularly receive more than £8,000 worth of small, non-gift-aided donations each year, therefore we claimed gift-aid on the maximum £8,000. We could increase our gift-aid rebates if more tax-payers made their donations in completed white gift-aid envelopes and/or more people joined the free will offering envelope scheme and also completed a general gift-aid declaration (copies available at the back of the church).

<b>HMRC gift aid reclaim for 06-04-17 to 30-10-17</b>		
Period	Apr-Sep 17	Apr-Sep 17 rebate
General Fund Total	16,248.53	
General Fund Total Gift-aided	13,891.32	3,472.84
% gift-aided	85%	
Development Fund Total Gift-aided	33,202.50	8,300.65
Loose plate total	3,612.68	903.17
Interest from HMRC		41.93
<b>Grand Total</b>	<b>53,063.71</b>	<b>12,718.59</b>
<b>Grand Total gift-aided</b>	<b>47,093.82</b>	
<b>% gift-aided</b>	<b>89%</b>	

**Notes on the Apr-Sep 2017 claim:**

The total rebate for this period came to £12,718.59. 85% of the donations to the general fund qualified for gift aid, as in the previous year.

Many large donations were made to the Development Fund over claim period, in response to the Development Project *Cathedra*

founded in the Episcopal School, the buildings of which still belong to the Cathedral Estate; that education continues today with a thriving Young People's Ministry.

It also boasts a fine musical reputation, founded in the Cathedral Choral tradition. Such is the reputation that the Cathedral supports several mixed-voice choirs and provides quality choral instruction and coaching to young choristers.

**Key deliverables**

- The provision of modern, dedicated facilities for the establishment of a Cathedral Song School as well as a fit for purpose Music Library; the Song School will allow the Cathedral to pursue its choral music programme to the highest standards and continue to produce music and choral scholars of national significance.
- The provision of modern, fit-for-purpose spaces for the education and development of our younger generation in the Young People's Ministry.

**Developing the Cathedral's role and standing in the Community**

The background to the location and establishment of the Cathedral Church of St Andrew reflects its importance locally, nationally and internationally. The church lives to serve the community, especially those vulnerable members in society and those for whom no other support is available.

The Cathedral partners with Aberdeen City Council to welcome and host refugees from Syria in the city. The Cathedral also maintains a network of community groups and opens its doors on a regular basis to those in the local community who seek shelter and comfort, groups and charities ranging from the Retired Teachers' Association and Narcotics Anonymous to 'Food with Friends' run by Aberdeen Drugs Action.

The Cathedral must have facilities of the highest standards to provide a warm welcome to all those who enter. This includes kitchen facilities, toilets and seating adequate to provide hospitality to and

cater for large numbers of visitors.

Social responsibility, outreach and mission is a key strategic aim of the Trustees and as these groups partner with the Cathedral in a developing Christian Social Enterprise programme of events, it can only be anticipated that attendance will grow, and the Cathedral’s premises must be able to accommodate this growth.

**Key deliverables**

- The implementation of a voluntary staff to provide week-long stewarding to keep the Cathedral doors open for all who wish to enter;
- The implementation of a publicity and communication service to notify the community, the city and the worldwide communion that we are “open for business”;
- The implementation of a strategy to encourage, welcome and host tourists into the heart of our Cathedral community.

**The Projects comprising the Development Programme**

The outline plans for developing the Cathedral and Seabury House are aligned with the strategic aims of the Cathedral and have remained unchanged over the past year. The Cathedral interior will be upgraded and Seabury House will be renovated for our own use and be rented out to generate income. The architect’s plans for the Cathedral building which were presented to the congregation in March 2017 are still valid. This Development Programme has been divided into several self-contained projects and our intention is to initiate each project as funds allow. Complete and future projects are summarised in the table below. The order of projects is an indication of their priority and probable sequence, but the ordering would be affected by the success or failure of grant applications or unforeseen changes in circumstances and might change.

**GIFT AID FY 2017-2018**

The claims submitted during the Cathedral financial year 2017-18 covered the periods 6 April 2016 to 30 Sept 2016, 1 Oct 2016 to 5 April 2017 and 6 April 2017 to 30 Sept 2017. The split into 6-month periods is necessary because our cathedral financial year is 6 months out of phase with the HMRC year.

All these claims were for the general and development funds combined, because the Cathedral has one charity number, therefore it is a single entity according to the rules for HMRC. The rebates are automatically paid by HMRC into the general fund (our nominated account), therefore we subsequently transfer the appropriate fraction of the rebate to the development fund. The fractions due to the development fund from each 6-month rebate are shown in the tables below. The loose plate rebates are credited to the general fund, because this is the loose cash component of collections during services of worship.

HMRC gift aid reclaim for HMRC FY 06-04-16 to 05-04-17				
Period	Apr-Sep 16	Apr-Sep 16 rebate	Oct16 - Apr17	Oct16 - Apr17 rebate
General Fund Total	15,562.99		14,995.11	
General Fund Total Gift-aided	13,273.07	3,318.30	12,421.91	3,105.48
% gift-aided	85%		83%	
Development Fund Total Gift-aided	1,000.00	250.00	19,196.00	4,799.00
Loose plate total	2,825.58	706.40	5,174.42	1,293.61
Interest from HMRC		22.83		12.27
Grand Total	19,388.57	4,297.52	39,365.53	9,210.35
Grand Total gift-aided	14,273.07		31,617.91	
% gift-aided	74%		80%	

**Notes on the 2016-17 claim:**

The total rebate for this period came to £13,507.87. 84% of the general fund donations qualified for gift-aid rebate. This could be increased if more eligible tax-payers signed gift-aid declarations.

Several large donations were made to the Development Fund in the Oct16-Apr17 claim period in response to the Development Project

toilets and a Chapter Room.

The external work outstanding on Seabury House comprises conservation of all the windows and rebuilding the external stone stair (fire escape). These projects might qualify for grants from The Aberdeen Council Heritage Trust (ACHT). The Cathedral Architect has provided preliminary costing estimates for these projects. In view of the tight financial situation, the Trustees have requested the Architect to submit a grant application in two parts, with a view to progressing the windows now and the stair at a later date when funds permitted.

### Cathedral Development Board of Patrons

We are delighted to report that Mr Peter Murray, Registrar of the Diocese of Aberdeen and Orkney, joined the Board of Patrons during the year.

On Tuesday 14 August 2018 the Cathedral’s Patrons met for a dinner at Albyn School, Aberdeen, hosted by the Headmaster, Ian Long. The meeting’s significance lay in drawing together the Cathedral’s Patrons to turn their minds to the life and support for the Cathedral. Some of the themes discussed included admiration and concern for the work of the Cathedral Trustees; the role of the Cathedral in acting as a tourist attraction through inclusion on city guides and more radically through architectural changes to the Cathedral’s buildings. In terms of fundraising, the emphasis was on seeking to distil and then share the message of the Cathedral with both the local community and in the USA. There was a brief mention of the potential for drawing on the support of the Aberdeen city churches. Names of individuals and organisations who might help the cathedral were exchanged including the help that that might be offered by marketing firm, Fifth Ring.

**Claire Morrisson, Mark Edwards and Michael Stone**  
**6<sup>th</sup> November 2018**

Project	Scope	Reason	Status	Cost
Preparatory work	Drains repairs	Essential	Completed 2016/17	£15k, partially covered by insurance
Cathedral heating (1)	Replace boilers	Imminent failure	Completed 2016/17	£48k
Cathedral preliminary interior work	Lighting and wiring	Essential work for building standards + additional lighting	Completed 2017/18	£6k
Merchant’s House ground floor	Convert old Art Space into rentable hall	Create compliant facility to generate income and for own use	Completed 2017/18	£20k
JSC preliminary interior work	Minimal upgrade of JSC/kitchen/ toilet facilities	Heating. Essential work for building standards + additional lighting	Completed 2017/18	£33k
Sacristy/ Provost Office	Provost Desk in Sacristy – using existing facilities. Refresh room. Music Reading lessons.	Keep the Cathedral Open – have someone in the building to allow it to stay open longer. Enable choristers to use computer equipment in music theory sessions.	Scoped out – Currently Being Estimated	£5k One Family Foundation - music teaching aids, desk, sound proofing. Cost of carpets and decoration being estimated

Project	Scope	Reason	Status	Cost
Cathedral Chapter Room and toilets	New public toilets and meeting room	Move choir out of vestries. Fit out trebles' vestry with toilets and adults' vestry as Chapter Room	Grant applications in preparation	£50k incl VAT and fees
Cathedral external repairs	Repair of west gable, porch and Suther Chapel windows	Repairs identified as urgent by architect	Grant applications in preparation	£153k excl VAT and fees and excluding work on porch
Merchant's House external repairs	Repair of windows and external stair	Keeping building water-tight. Insurance co. concerned about windows.	Grant application for windows in preparation	£96k for windows and stair, incl VAT and fees
Merchant's House 1 <sup>st</sup> floor interior	Create Song School and Young People's Ministry spaces	Choir homeless after vestries converted in cathedral. Young People's ministry growing and space insufficient. Education and music are core ministries.	Fund-raising commenced. Preliminary budgetary costings obtained	
Merchant's House 2nd floor interior	Create offices and meeting space	For own use or to generate rental income	Preliminary budgetary costings obtained	

Purpose (General or Song School)	Amount from lump sum donations	Amount from regular donations	Amount from special events (e.g. LaRCs)	Total
General	£7740	£8051	£3827	£19618
Song School	£6550	£970	£290	£7810

#### Fund-raising plans for 2018-19

We are currently working on grant applications for three more projects; the Cathedral Chapter Room and toilets, external repairs to the Cathedral and external repairs to the Merchant's House. Grant awarding bodies generally require the successful applicant to raise approximately 50% of the funds for a project from other sources, therefore we cannot proceed with these projects until we have secured 'match funding' for them. We are progressing more than one project because applications have a low success rate, therefore we must assume that most of our applications will fail and we would proceed with whichever project was successful in attracting grants.

The Cathedral Architect (James Roy) is currently generating an application to the Heritage Lottery Fund (HLF) for the cathedral external repairs (re-pointing of the West Elevation and restoration of the Suther Chapel windows). There is a possibility that the workscope will also include repairs to the porch, and this would delay the application for a few months while we await the results of investigative work. The Architect advises that we should apply for 50% of the money, with a commitment to source the remaining 50% ourselves. It would take up to 2 years for the funding application process. If successful, it is proposed that HLF would settle 50% of the cost of qualifying invoices as they are presented to us, therefore the pace of work would be determined by our project manager.

Ian Gourlay has agreed, as part of his role on the new Development Team, to be the main focal point for future development grant applications. He is currently generating an application to the Scottish Episcopal Church for a grant towards the next major project to be undertaken within the cathedral, i.e. conversion of the vestries into

People’s Ministry area. The top floor will become offices, although it is undecided whether these will be for our own use or for renting out.

### Fund-raising

Funds may be secured from grant-awarding bodies, or from individual donors. Both sources have been actively pursued over the past year and will continue to be developed in future.

### Fund-raising results in 2017-18

The team would also like to thank the many individuals who donated Cathedra during the year and the various groups within the cathedral who have given their energy and enthusiasm to raise money through many special events. These have raised nearly £20000 (excluding gift-aid) for the development project in general and nearly £8000 (excluding gift-aid) specifically for the Song School over the reporting period, as summarised in the table below.

Funding Body	Amount Secured	Purpose of Grant
David and June Gordon Memorial Trust	£1000	Piano for Song School
Friends of Cathedral Music Major Grants Scheme	£10,000	Director of Music Salary (£5k) and new piano for Song School (£5k)
Friends of Cathedral Music Small Revenue Grants	£5000	Voice training for choristers, support for choir trip to Oxford, travelling expenses for minibus to transport trebles to sing in churches around diocese
One Family Foundation	£5000	Music Training – computers, software, soundproofing
NHS Health Improvement Fund	£576	Kitchen equipment to start Food with Friends project

We are also very grateful to the Provost and Wendy Pope for participating in the Kiltwalk. The Whitsun and Harvest appeal totals are not included in the table, because they were specifically for the General Fund.

Project	Scope	Reason	Status	Cost
Cathedral interior enhancements (1)	Relocated Lady Chapel, Upgrade seating, lighting, sound etc	Make worshipping space more attractive and more rentable in a competitive environment. Improve quality of outreach activities.		
Cathedral interior enhancements (2)	Elevated staging, storage, concert lighting sound video facility	Make building more attractive for performing arts and corporate events to increase income stream.		
JSC upgrade	Kitchen and hall area improvements	Better facilities to improve our outreach and hospitality capabilities		
Outreach and visitor facilities	Shop, cafe, meeting space	Enhance users’ experience, increase opportunity to engage with public and gain more long term support (time, energy and income generation)		

Project	Scope	Reason	Status	Cost
Cathedral Decoration	Paint walls, restore windows and decorative features	Make worshiping space more attractive. Large impact on perceived care and pride we have in building.	All experts advise us that this has to be done last	
Cathedral heating (2)	Replace radiators with under-floor heating	Increase efficiency, decrease running and maintenance costs and safeguard building fabric.	Doubtful – heating seems effective	

We have now completed the first five major projects in the Cathedral Development Programme. Details of the work associated with the former Art Space and JSC are available in the Trustees' report. The preliminary interior work in the JSC was prioritised over development work in the cathedral at the insistence of Aberdeen City Council. The alternative was to close the JSC building.

#### Project Teams and plans for 2018-19

There have been two teams working on the organisation of the main development work during the past year:

- CDP2020 Team – has been involved in ensuring that we have a credible works list, we are suitably organised to deliver future projects and that we prioritise our works list to the best effect. The team consisted of Isaac Poobalan, Claire Morrisson, Andrew Morrisson, The Lord Glenarthur, Richard Strang-Steel, Jim Lyon and Michael Stone. Unfortunately, our Chair, Jim Lyon passed away during this period. Jim had provided leadership and a huge amount of practical experience which has helped set us up to succeed.

- Funding Team – has been developing the plans and connections to allow us to make larger grant applications. With the Trustee sponsorship, Business Plans have been drafted for use in applications. ACVO has been assisting us. *ACVO is the Third Sector Interface for Aberdeen City and is part of **Voluntary Action Scotland**. It exists to develop, involve, represent and support the voluntary, charity and social enterprise organisations in Aberdeen and provides best practice and practical advice. ACVO were commissioned to create an income strategy report with recommendations for a sustainable future for the cathedral's finances and ambitions. The team consisted of Isaac Poobalan, Claire Morrisson, Jane Russell, Kaja Czuchnica, Ron Flett, Mark Edwards and Michael Stone.*

Having completed the phases of work above it was recently considered appropriate to combine the two teams into a single delivery focused team. This is being led by Professor Gordon Graham primarily, with Ferdinand von Prondzynski, Issac Poobalan, Amu Poobalan, Ian Gourlay, Michael Stone and with access to the previous team members - with the aim of using the relevant materials and existing work and taking it forward to the next phase. The key roles are currently being developed and are expected to be:

- Chair (Gordon Graham)
- Special Programmes Coordinator (reaching communities such as the Diocese, Aberdeen City, the USA)
- Communications Officer (including events and media)
- Grants and Funding Officer (Ian Gourlay, with past members of the fund-raising and CDP2020 team)
- 'Friends' secretary
- Buildings/Projects Officer (who will liaise with the Architect and tradespeople)

The Trustees agreed that the Development Team should have access to the Development Fund monies for funding within a budget framework. Seabury/Merchant House and the Old School Building are key resources for the Development. The intention is still to convert the 1<sup>st</sup> floor of the Merchant House into a Song School and a Young