

ST GEORGE AND THE ENGLISH MARTYRS
MINUTES OF PARISH PASTORAL COUNCIL MEETING

7th MAY 2014

Present: Father Graham Smith, Frank McEvoy, Suzanne Halvey, Charlotte Alexander, Chris Wallen, Chris McPhillips, Paul Schofield, Graham Alcock and Annabelle Smith.

Also present: Val McEvoy (Minutes Secretary)

Father Graham opened the meeting with a prayer.

Apologies were received from Bernard Chalk, Adrienne Davison and Kelvin Ncube.

Approve minutes of the last PPC meeting held on 12th March 2014

The minutes of the meeting were agreed and approved.

Graham confirmed that Bernard Chalk has agreed to be the parish Health & Safety co-ordinator.

Matters arising from Action list of 12th March 2014

- Father Graham will consider a new appointment for the PPC to replace Chris Hodges
- Befriending Group – list to be reviewed and launched as soon as possible
- Work completed on installation of new sound and loop system
- Sign for Confessional – on list to do
- A battery operated candle lamp has been purchased for the Memorial Book table. It was agreed that all names submitted for inclusion in the book will be checked.
- Folk Night – It was agreed that the event will be held in the parish hall and that Sharon will apply for the temporary events Entertainment Licence. No charge will be made but parishioners will be asked to register their names on a list if they wish to attend, with a maximum of 75 seated at tables in the hall. St George's beer will be on sale. Speak to Simon to confirm final details.
- Bernard to confirm if the Mayor or Deputy Mayor will be attending to open the Summer Fayre on 7th June.
- No action has been taken about installing white lines outside the hall entrance
- Graham confirmed that the Finance Committee are obtaining quotes for a new fascia board and lighting above the garage.
- Frank is obtaining quotes for a new sign board at St. George's and Graham said it would be a good idea to ask the electrician for a quote for a light for the board.

Receive update on Financial Report for Parish

Graham had circulated his updated report to the Council prior to the meeting and he briefly outlined the up-to-date financial position. Frank thanked Graham for his report.

Preparations for Parish Mission

Frank confirmed that the 2nd co-ordinators meeting took place with Karen from the Sion Community and arrangements are moving forward well including having a blank cross for parishioners to sign, printed flags for countries represented by all parishioners (note for newsletter), logo and Mission prayer now finalised. Mass times to be agreed with Fr Ged and to be included in our Mission leaflet which will be distributed 1 month before. Frank asked the PPC to consider volunteering to help one of the Mission teams or to offer accommodation. He also said that a Mission page has been included on the new website which is nearly ready to go live. Notices will now appear weekly in the newsletter.

Other items raised by Father Graham

- Our new Bishop has confirmed that he will attend our 75th anniversary Mass on 9th July, together with Lord Petre and the Mayor.
- Father Graham confirmed that the Bishop will not be here on a pastoral visit but hopefully this will occur next year for Confirmation, which moves from Year 9 pupils to those in Year 10.
- The maintenance of parish properties was briefly discussed.

Other items raised by Annabelle Smith

- St. George's School will be holding a mini Mission from 14th – 18th July which will be funded from the school budget.
- First Holy Communion will take place on Saturday 10th and 17th May.

- Following the recent Ofsted inspection, the staff and governors are very pleased to have received a very positive and good report which has now been circulated to parents and governors. Annabelle said she will provide copies for parishioners which will be available in the porches. Congratulations were extended to Annabelle and her staff for all their hard work.
- Annabelle also confirmed that the Brentwood Religious Education Service visited the school today to carry out their inspection and their report will follow. Both reports will be published on the parish website.

Any other business

- Suzanne said that arrangements are well in hand for the Parish Fayre on 7th June.
- Chris McPhillips said she is worried about the ongoing problem of parents with babies in prams at St. George’s and options were considered, including removing the back bench and the possibility of parents with prams using the side chapel.
- Chris also asked Father Graham if the candle holder in the side chapel could be replaced, but Father Graham suggested it could be cleaned. Graham said he has some felt pads that could be fitted to the legs.

Date and time of next meeting

The next meeting of the PPC will take place on 10th September at 7.30pm. in the school community suite. Frank thanked everyone for attending.

Action List

Father Graham	Consider new appointment to replace Chris Hodges	
Fr Graham	Review list and launch Befriending Group	
Sharon	Apply for temporary Entertainment Licence for Folk Night on 21 st June in hall and confirm details with Simon.	
Bernard	Confirm with Mayor or Deputy Mayor re: Fayre on 7th June	
Frank/Graham	Quotes for new sign board and electrician for lighting	
Brian Lish Frank Fr Graham	Blank cross for Mission Flags representing different countries Confirm Mass times for Mission leafet and hospitality team	
Annabelle	Copies of Ofsted report for porches	
Ushers/Fr Graham	Consider safe place for prams during Mass at St. George’s	
Sharon/Fr Graham	Liase with cleaning team - Candle holder in side chapel to be cleaned	
Graham	To fit felt pads to candle holder in side chapel once cleaned	