

## ST GEORGE AND THE ENGLISH MARTYRS

### MINUTES OF PARISH PASTORAL COUNCIL MEETING

HELD ON 6<sup>th</sup> FEBRUARY 2017

**Present:** Fr Brett Adams, Malcolm Duncan, Catherine Harrold, Brian Lish, Chris McPhillips, Kelvin Ncube, David Andrew, Frank McEvoy, Graham Alcock, Annabelle Delgado, Suzanne Halvey and Paul Gwilliam.

**Apologies:** received from Paul Schofield, Dianne Alexander and Charlotte Alexander

Also present: Val McEvoy (Minutes Secretary)

Fr Brett opened the meeting with a prayer.

#### **Approve minutes of the last PPC meeting held on 31<sup>st</sup> October 2016**

The minutes of the last PPC meeting were approved.

#### **Matters arising from Action list of 31<sup>st</sup> October 2016**

- Graham confirmed that the defibrillators have been purchased and awaiting Mark Askew to fit. Donations have been received from parish groups/parishioners which cover the total cost.
- Sharon to contact Annabelle for list of 2018 intake. Father Brett to action.
- Malcolm confirmed he is waiting for a spell of dry weather to paint the front and hall steps.
- Graham has spoken to Sharon who has reminded all hall users to ensure hall is left clean after use and she will monitor the situation.

#### **Items raised by Annabelle Delgado**

- Annette Stapley, who has strong links with the parish and school, has taken over from Natalie Lowry as Chair of the Friends of St. George's.
- Paul Gwilliam has prepared a short questionnaire for the children which maybe the House Captains, Liturgy Team and School Council could consider. Annabelle will review the questionnaire to ensure that it makes an impact on them and promotes how better the youth can be involved in the parish.
- It was also thought it would be a good idea to promote this to the Confirmation and Youth Justice and Peace Groups too.
- Annabelle reported that the 10/10 programme used in school is a very successful and Christian based resource.

#### **Feedback from AGM**

- Frank said it is important to identify issues raised during the Open Forum which the PPC may need to address:-
- Repairs and redecoration of hall – Finance committee
- Projector system – legacy to parish will cover the cost. Some Hymn books will be passed to St. Gregory's if still in good condition.
- Fr Brett said he considers the lighting in St. George's to be very basic at present, particularly around the altar, font and ambo. This will be considered by the Finance committee.
- Radio microphone to be used for Open Forum at next AGM.

#### **Receive Treasurer's report**

Graham had circulated his report to the Council prior to the meeting and he briefly outlined some key areas.

- 11% ahead of budget on income
- A brief discussion took place on the weekly Offertory collection
- Rental increase less than budgeted for by nearly £500 a month as a result of the sale of St. Edmunds
- Property expenditure less than forecast but this is down to timing – see items below.
- Convert old repository room into a disabled toilet \*
- Crack in bell tower – scaffolding needed so we will look to paint all high level external woodwork while this is in place.

- Ceiling dampness in four areas of the church – this work will entail
  - checking and replacing if necessary at least three flat roofs\*
  - Erect false ceiling in candle room and install heater \*
  - Also looking to replace the flat roof over Blessed Sacrament Chapel which has developed a leak since Christmas – bringing this forward from 2018 budget \*
- \* It is hoped that these works will be completed by Easter
- Refurbishment of presbytery – quotes being collected for work in 2018
- Income exceeds expenditure by £17,000 ahead not taking into account the above works.

Malcolm mentioned the Christmas offering donations for our Parish Priest and said that parishioners who donate by Standing Order could be reminded to use their envelopes for these special occasions as they are in addition to their Standing Order payments. All cheques should be made payable to the Parish.

Annabelle left the meeting at this point to attend a P.T.A. meeting in the committee room.

Frank thanked Graham for his very comprehensive finance report.

### **Receive report from Steward of the Gospel**

Paul confirmed that he had received approximately 218 returns from the questionnaire recently completed at Mass and he had produced a summary of the feedback. He confirmed that this is still a work in progress and a brief discussion took place. It was noted that the numbers of each age group were calculated by observing parishioners attending all Masses on a particular weekend.

He said that the questionnaire will be finished by Easter and a Development Plan will be formed from the results. Prior to this a Focus Group meeting has been arranged for 19<sup>th</sup> February with an opportunity to discuss in detail in group setting ways to help build the community for the future. Parishioners will be encouraged to attend together with members of the various parish groups.

Paul confirmed that there is a joint Steward of the Gospel and Clergy day in Brentwood on 25<sup>th</sup> February. He has a prior commitment on that day so Frank has agreed to attend on his behalf.

Graham said he will be attending the Diocesan Finance Conference on 4<sup>th</sup> March

### **Items raised by Father Brett**

- He wants to rationalise the demand for people being asked for money and therefore wants to bring in some regulation. In order to do this he has agreed: to cut out non-mandatory 2<sup>nd</sup> collections, have a policy and regulate tickets sales for events held by different groups.
- Fr Brett had prepared a 'review of 2<sup>nd</sup> collections and other money requests' report which was circulated to the meeting (Fr Brett has since circulated a revised report to the PPC).
- Agreed only 4 major fund-raising events to be held each year and these, together with dates for Summer and Christmas fayres to go in the diary.
- Fr Brett said he has streamlined money requests as follows: - tickets on sale for parish events only 3 weeks before event and for non-parish events 2 weeks before event.
- Incident where a parent wanted to bring their child in its pushchair to the Christmas Eve children's Mass which was absolutely full. This would have been against fire and health & safety regulations which the parent was informed of. Chris suggested that there should be more Ushers at this particular service as it is always so crowded.
- Fr Brett agreed that more Ushers are required at Masses in general and this will be included in the Development Plan.
- Wants to be seen as a 'welcoming church' so maybe consider making more room for pushchairs. Graham to arrange for ushers to do a count over a two week period on how many parishioners bring buggies / pushchairs and wish to take them into the main body of the church. Consideration could then be given to what facilities we need to provide. If there is demand then we will see how we can re-configure the layout of benches albeit this could lead to a loss of space at peak times when church is already full to capacity
- Fr Brett asked if the PPC could organise Stations of the Cross on one of the Fridays during Lent and it was agreed that Graham would co-ordinate this with the help of Chris, Malcolm, Annabelle, Catherine, Paul, Kelvin and Frank.
- It was noted that the children have their own Stations of the Cross on Good Friday.

- The centenary of the Diocese is being launched this weekend so various events will be advertised during the next few months.
- A centenary Mass is being held at the Cathedral on 22<sup>nd</sup> March and Fr Brett will advertise this in the newsletter as places are limited by invitation only. If there are more parishioners interested than places available, a lucky dip will be held to allocate the places.

### **Social events**

Prior to the meeting, Graham had asked for ideas for parish fund-raising events for the next calendar year.

- Paul Gwilliam suggested a visit to the Museum of Order of St John in Clerkenwell which could include a meal.
- David Andrew – feels that events held in the past appear to have been very successful, both socially and financially, so maybe some could be repeated.
- Graham said he would circulate details of previous events and reminded members that we were looking on this occasion for events which could generate at least £500 profit each

### **Any other business**

- Kelvin said he had spoken to some non-practising parents at the school and wanted to report that they were very positive about the school and had attended the Christmas Eve Mass with their children. Thanks were extended to Annabelle as everything that is being done at school had obviously impacted on their family life. It was suggested that maybe these parents could be introduced to the R.C.I.A. programme.
- Parish coffee morning on 19<sup>th</sup> February – Graham, Paul, Suzanne and Brian said they would be available to help.

### **Date of next meeting**

It was agreed that the next PPC meeting will be held on 27<sup>th</sup> March 2017 - 7.30 at the school.