

ST GEORGE AND THE ENGLISH MARTYRS

MINUTES OF PARISH PASTORAL COUNCIL MEETING

HELD ON 27th MARCH 2017

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

Apologies: received from Paul Schofield, Dianne Alexander, Charlotte Alexander, David Andrew and Sharon Chambers

Also present: Val McEvoy (Minutes Secretary)

Fr Brett opened the meeting with a prayer.

Approve minutes of the last PPC meeting held on 6th February 2017

The minutes of the last PPC meeting were approved.

Matters arising from Action list of 6th February 2017

- Annabelle confirmed that she has liaised with Sharon with the 2018 intake list
- She also confirmed that she had reviewed the SOG questionnaire with the Y6 children and Frank said he would publish a summary on the website.
- Paul confirmed that the report from the Focus Group session held in February will be published this weekend. Frank said that copies will be available in porches, and will be published on the website. Paul will give Sharon a notice to be included in the newsletter. A summary sheet will be presented by all parishes in the Diocese at the Maundy Chrism Mass this Easter.
- Fr Brett confirmed that the need for more Ushers will be included in the Development Plan.
- Graham confirmed that he had asked the Ushers to carry out a count at all Masses over two weekends, to see how many parents come to Mass with buggies/pushchairs, expecting to take them into the main body of the church. After researching this, it was reported that there had been no demand for this with only three parents over both weekends bringing children in buggies and they had not expected to push these into the main body of the church.
- Graham reported that he has co-ordinated Stations of the Cross for Friday 31st March with members of the PPC who were available and requested that they meet in church by 7pm.

Receive Treasurer's report

Graham had circulated his report to the Council prior to the meeting and he briefly outlined some key areas. He confirmed that the end of year accounts have to be filed with the Diocese by 31st May 2017 and he is confident that this will be met after finalising any outstanding payments. He advised that all 2nd collection monies had already been paid away.

He confirmed that the budget for 2017/2018 was being prepared and pointed out that inflation is expected to hit expenditure such as Council Tax, Insurances and Diocesan quota.

The Health & Safety inspection for this year will take place in June. David Andrew has taken over as Health & Safety representative and a schedule of priority work which needs to be addressed is being prepared. Graham thanked David for taking on this post and said that we all have a responsibility to report any Health & Safety concerns to either David or Graham.

Graham pointed out that any capital expenditure exceeding £10,000 needs Diocesan approval with a lengthy report required. Tenders have now been received for the building works in the Church but the start date is being deferred until after Easter. These works include: new uni-sex disabled access toilet, address damp in four areas of the church and painting of all external high level timbers. Anticipated costs for these works will be covered in the budget expenditure for this current year. Graham confirmed that we have employed Munday & Cramer, who are Diocesan approved Consultant Surveyors, who produced the detailed tender of works which were sent out to 4 companies.

Other work being undertaken in the next few weeks include: additional plug sockets in the committee room, fit a lockable door on the 'stage room' at the back of the hall, fit the defibrillators and small lighting works in both churches.

Graham pointed out that once the disabled toilet is installed, the bench will be moved to the inner porch and the main porch will be re-configured to accommodate the repository.

Graham will confirm with Annabelle the total of funds available in the First Holy Communion budget.

Frank thanked Graham for his very comprehensive finance report.

Receive report from Steward of the Gospel

Paul reported that following the completion of the questionnaire, it will be interpreted into a Parish Development Plan and work will begin on what we perceive to be our Parish needs. Graham said that some items we will have the power to address, others will need to be considered at Diocesan level. Frank will publish the findings on the website.

Fr Brett thanked Paul for all his hard work in relation to this initiative. Paul expressed his thanks to Fr Brett, Graham and Frank for all their support.

Items raised by Father Brett

Projector system – Fr Brett said that he had met with Graham, Frank and the Minister at Thorpe-Bay Methodist Church to look at their projector system. A meeting has been arranged to meet a representative from Essex Sound on Monday morning. Frank will also contact the AV Parts Master to invite them to attend. Malcolm pointed out that Shoebury Baptist Church also have a similar projector system.

Fr Brett said he has been considering his vision for the Parish Council and would like to be able to give them more power for decision making as a body, on behalf of the parish. He feels that things will change in the future and parishes will need to be a little more self-reliant and sees the PPC playing a vital role in the parish becoming more self-managing and handling many different aspects of parish life. Although Fr Brett as Parish Priest, has overall responsibility as per Canon Law, there are many 'aspects' of parish life which fall outside his own areas of expertise on matters spiritual, pastoral and liturgical. These other 'aspects' can be delegated to and managed by others.

Frank confirmed that this will be included on the agenda for the next PPC meeting, with the Development Plan to form a vision of various areas of parish life. It was felt that the PPC have a duty of care to the Parish Priest to have an infrastructure in place to support him. Catherine said that she has seen this in operation in parishes in other countries where Parish life continues with Eucharistic Services and a Priest only visits to say Mass occasionally.

Report on review of 2nd collections and other 'money' requests – Fr Brett said that since the last PPC meeting, he had emailed a revised copy of this report to the PPC and parishioners who hold events in the parish for other charity events. Fr Brett read out a reply he had received from Dianne Alexander expressing her concerns about lack of time for advertising and ticket sales for ACROSS events. After a brief discussion, it was agreed to proceed with the guidance provided by Fr Brett and review again after the first year. Frank said that events can be advertised on the website at any time.

Presbytery refurbishment – Fr Brett confirmed that a refurbishment of the presbytery will take place and will include an update to the electrical system as highlighted in an inspection report. He said that if the Diocese give the go-ahead for this project, he will move temporarily to a property in Thorpe Bay which is kindly being loaned to him by the family of a deceased parishioner, for the duration of the works. The office will also temporarily be moved to the Sacristy at the rear of the church. He confirmed that if all goes to plan, he will move out by mid-June to enable the works to start.

Items raised by Headteacher for discussion.

Annabelle confirmed that she had nothing to report at the present time.

Social events

Fr Brett said that Dianne has offered to organise an event for the parish such as a Sunday afternoon tea, a New Years Eve celebration or a French evening. The idea of a French evening seemed popular.

Annabelle said she thought that it would be good to hold another very popular Race Night to coincide with the Grand National day in 2018.

Other events being considered –

Murder Mystery night, Magic night, visit to the Museum of Order of St. John in Clerkenwell which Paul Gwilliam could organise (this though would not be a fund raising event).

Any other business

Frank said that the next Parish coffee morning will be held on Sunday 9th April and any offers of help, cakes or raffle prizes would be very gratefully received. Please let Val know if you are able to help in any way.

Fr Brett confirmed with Malcolm that he will be re-painting the florescent strip on the steps in front of the hall and presbytery when the weather improves.

Date of next meeting

It was agreed that the next PPC meeting will be held on Monday 5th June 2017 - 7.30 at the school. Annabelle extended her apologies as she will be away with Year 6 pupils at the Kingswood Centre.

There being no further business, Fr Brett closed the meeting with a prayer and blessing.

Action List		
Frank	Publish summary of SOG questionnaire on website	
Sharon	Photocopy Focus Group report for this weekend	
Paul	Notice for newsletter to Sharon re: above	
Graham	Confirm FHC funds available for Annabelle	
Frank	Contact AV Parts Master inviting to attend re: Projector	
Frank/Val	Developing role of the PPC to go on agenda for 5 th June	
All	Coffee morning 9 th April – please let Val know	
Malcolm	Paint hall and front steps when weather improves	