

## PARISH PASTORAL COUNCIL (PPC)

Minutes of the Meeting on 30 November 2009 at 7.30pm  
at No 3 Windhill

**Present:**

Tony Moylan, Chair (TM)  
Bertie Napier, Vice Chair (BN)  
Stephen Craston (SCr)  
Christopher Deane-Bowers (CDB)  
Jack Nash (JN)  
Tony Wood (TW)  
Cyril Ginger (CG)

**Ex Officio:**

Canon Eddie Matthews (EM)  
*President*

**Secretary:**

Alison Gornall (AG)

1	The meeting was opened with a prayer. Cyril Ginger was welcomed as a co-opted member of the PPC.	<b>ACTION</b>
2	Apologies were received from Bernard Judge (and Deputy: Peter Diment), Abby Jones and Emma Lane	
3	The Minutes of the last meeting having been approved by the Council, were signed off by TM and copied, circulated and displayed by AG.	
4	Matters Arising from Previous Minutes:-	
a)	Nominations for Co-opting to PPC to make up to 9: in addition to CG, it was agreed a further new member to join the Council would be appropriate – ideally somebody with young children.	<b>ALL TO APPROACH POSSIBLE MEMBERS</b>
b)	Nominations for Invitation to Join Committees: members were reminded it would be desirable for the Committees to increase their membership, from whom we might find new Council members in due course.	<b>ALL TO INCREASE NUMBERS ON COMMITTEES</b>
c)	Nominations for Maintenance Committee members (to include a Chair): EM declared he was happy for a sole representative to keep an eye on the upkeep of the Church structure - in particular making EM aware of what needed attention. CG volunteered to do so,	EM to arrange meeting between

	and EM thanked him and suggested that in due course, CG should be introduced to Dave McCallion who attends on a “commercial” basis to the maintenance of the Church and house. BN agreed to ask Nando Braz for the Maintenance Plan and advised CG that it had been agreed expenditure would be kept to a minimum whilst the Parish Centre project was underway. CG to consider possible Maintenance Committee members.	CG and DMcC.  BN to speak to NB.  CG to consider Maintenance members
5	Finance Report from the PFC: In the absence of both Bernard Judge and Peter Diment, BJ’s report had been circulated to the Council and was well received and much appreciated for the information it provided. Note was made of the presence of Japanese Knotweed at the site of the old Parish Centre. TM asked the Minutes to show the appreciation of the Council for the Financial report.	
6	Committee Reports:-	
a)	<b>CHRISTIAN FORMATION (CF):-</b> JN commented on the CF Minutes he had compiled with Ray Feeney (its Chair) re the possibility of running an Alpha Course. EM said this was a world-wide enterprise which was highly successful in attracting younger, lapsed Christians to re-awaken their faith. The Alpha Course written for Catholics focused also on the Church and Sacraments. When the NPC is ready, EM would like to consider a joint inter-parish Alpha Course. JN wondered how it is possible to reach/contact people to attract them back. AM suggested writing an article on this subject for use in the Parish Magazine to advertise it. Finally JN asked Council to note a change of date for their next meeting – now to be 12 January 2010.	JN to consider with EM publication of the Alpha Course
b)	<b>LITURGY (LC):-</b> CD-B brought attention to the Carol Service of 18 December which involves the LC, SC and Music/Choir. EM asked CD-B to confirm to Ann Wojcik that all was in order. Next LC meeting 9 Dec.	
c)	<b>SOCIAL (SC):-</b> SCr’s report advised that the Committee was concentrating on a social programme	

	<p>with the emphasis on bringing the Parish together at every opportunity in a convivial atmosphere. He hopes there will be a pre-Lent event around St Valentine's Day and to enlarge the Hog Roast event to a "garden party/fayre" to include sale of items/ things for children; he added that each member of the SC would have the opportunity to lead an event with the rest of the SC in support; he was delighted that the Encounter group has led the way in showing how a Parish group may decide to run its own event (in this case, a Quiz Night in March) but has approached the SC for help - in this case with organising and pricing the venue – this is the model SCr hoped other Parish groups would adopt ie organise events, but contact the SC for support/assistance; EM confirmed to SCr that a family had been to see him about organising coffee after 9am Mass and, though he had been thrilled with the motivation behind the idea, the family had agreed with him that it was difficult to organise it at this moment in time without a kitchen/facilities. CD-B suggested it might be possible once the spring comes and the gardens can be used again. Finally re the Carol Service, SCr has sought volunteers to help at the event, and to supply mince pies – he reiterated his request to the PPC – mulled wine is with TM as last time. 19 January their next meeting. EM asked that Sept/Oct 2010 be noted in diaries as the likely time for the official opening/reception of the new Parish Centre jointly with St Michael's.</p>	<p>ALL to assist at Carol Service re mince pies/ moving of pews, etc</p> <p>TM – mulled wine</p>
7	<p>Parish Centre:- report attached. Notably: today is the Management Agreement cut-off day which will result in the Policy document; review of fitting budget now completed with price to come from Cadmans to take advantage of 0% VAT; financials are all on line - other than the cost involved re the rampant Japanese Knotweed now identified at site and considered a risk factor ie may affect sale negotiations – may have a claim against adjoining landowner if deemed to have</p>	<p>TW to e-mail report to AG for further circulation</p>

	<p>originated there – ongoing development; discussions with BSTC re possible re-routing of services to the site; forecast timings still on schedule; EM reported that a Widford artist was delighted to be asked to provide a stained glass piece of artwork which would be on display in a prominent position beyond the entrance doors. His abstract sketches to date depict the joint Churches in various ways. He will liaise with Stephen Morgan (architect for the project). Payment of this artwork will be made jointly by the two Churches. As the artist feels very honoured to have been asked to provide this “centre-piece” he wishes us to pay only for materials used (approximately £10k). TW confirmed photographs of the development were being taken as a record of events.</p>	
8	Priest’s Points:-	
a)	<p>6pm Christmas Eve &amp; 11am Christmas Morning Masses re Health &amp; Safety Issue:- EM wishes there to be four stewards in fluorescent jackets (provided by Bill Moodie) to mark the entrance/exit points. BN suggested an item could be put in the Bulletin seeking volunteers to help with this activity.</p>	
b)	<p>PPC Board:- EM has removed photographs of past Council members but needs yet to include new ones.</p>	
c)	<p>Mass Count:- thanks to all who participated over two months (normally 3 weekends but that usually includes a half-term one). EM wished to have a better overview of the Mass attendance. Average Saturday 6pm = 173; Sunday 9am = 207; 11am = 214 and 6pm = 176 providing a weekend average of 770 which is, surprisingly, down on previous years. EM had felt numbers had increased.</p>	
d)	<p>St Joseph’s Primary School:- last July Governors asked a surveyor to look at the two reception classrooms and they were considered too dangerous. They now immediately require a temporary structure in the playground to house those children currently using the school hall. As there is a two-term intake, more children will be joining in</p>	

	<p>January with no classroom available. They need a replacement permanent building. Some money is probably available from the Diocese but as a voluntary-aided school then need to provide 10% of the cost ie an estimated £30,000. This school is part of our Parish and though we are trying to raise funds for our Parish Centre, we are very much aware our school needs money too. We, as a Parish, are equally responsible for this school as are the people directly involved in its daily life. The Education Authority is responsible for the education of the children in its area, but are distancing themselves from the problem. In conjunction with other schools with their own selection policy, faith schools seems not to receive the same level of support in this area as other non-faith schools – consider the recent fire which razed a local primary school to the ground and the County support it received, the rapid growth of community school Birchwood, and yet the attempt by County to remove subsidies eg coach travel. EM confirmed that BJ as Chair of the PFC was aware of the school’s needs. It was agreed a strong appeal was needed to those people in the Parish who owe a lot to St Joseph’s but who may not be “parents” their at the moment asking for their financial support now.</p>	
e)	<p>Car Park:- EM looking at signage for use in Pelly’s car park to educate parishioners as to where they are able to park and where is out of bounds.</p>	<p>EM to obtain sign</p>
9-13	<p>Parish Database; Directory/Handbook; Audit (re skills/talents/offers of involvement); Calendar; Website:- after discussion it was agreed that EM would make the most suitable Chair for a working committee to draw up a formal plan encompassing why such a database was required and how it could be useful to the Parish; to consider appropriate questions to ask of parishioners. Awareness of amount of work involved so committee should have members with relevant skills to fulfil objectives identified. If the working party decides this is a</p>	<p>ALL Any thoughts on this matter to be passed to EM</p>

	desirable facility and it is decided it needs to be kept within the Parish Office boundaries it was acknowledged it would create a great deal of additional work – AG volunteered her assistance if it would be of help. Members asked to consider and refer relevant information to EM.	
14	Any Other Business:-	
a)	Correspondence Received: EM referred to a letter re pilgrimages and asked what Parish might think of a parish-led event. It was suggested it might be raised in the Bulletin, but after discussion, EM decided to include a reference to this in his forthcoming introduction to the next Parish Magazine. TM read Bill Hill's response to the letter from the PPC thanking him for his work at the Parish Centre.	EM to write on subject of Pilgrimage
b)	Parish Magazine: per above, plus brief discussion covering use of advertising (£70 per year per advert and charging 50p per copy) – though noting other local parish magazines were mainly filled with only adverts whereas we have many more parochial items than they do; possible resume of PPC meetings could be included.	
c)	Note handed over to CG for safe-keeping re quote for “high cleaning” in the Church for future information.	
d)	Further to earlier discussions concerning a database/ contacting parishioners, EM reminded members that it was possible to add a flier to the Parish Bulletin (on an irregular basis!) to promote forthcoming events, etc.	
e)	Disappointed with the article in the Westminster Record, CD-B volunteered to prepare something for submission around the time of the opening of our new Parish Centre, complete with photographs.	CD-B to prepare article
15	Date of next meeting:- 11 January 2010 (early apologies received from TM). NB: CF Committee and Social reports unlikely as PPC meeting earlier	

	than their next planned Committee meetings.	
	The meeting adjourned with a closing prayer.	

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Chairman

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Date