

PARISH PASTORAL COUNCIL (PPC)

Minutes of the Meeting on 11 January 2010 at 7.30pm
at No 3 Windhill

Present:

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

Ex Officio:

Canon Eddie Matthews (EM)
President
Bernard Judge (BJ)
Chair Parish Finance C'tee
Secretary:
Alison Gornall (AG)

1	The meeting was opened with a prayer.	ACTION
2	Apologies were received from Tony Moylan, Abigail Jones and Emma Lane.	
3	The Minutes of the last meeting were approved by the Council, and signed off by BN.	
4	There were no matters arising from previous minutes, though BJ mentioned his surprise at a further cost of £10k (our share £5k) mentioned in the Parish Centre report of which he had been unaware.	
5	Finance Report from the PFC: attached. SCr asked whether there was any report on the latest fund-raising efforts. BJ advised that as the PFC was not leading the fund-raising perhaps it would be best to approach Sabine Lee (SL) as chair to provide something both to the PPC and PFC. AG offered to contact SL to ask her to authorise circulation to the PPC of a "progress" e-mail dispatched to the Fund-Raising Committee members today. BJ explained the need for creating greater momentum to the fund-raising by instigating a campaign to raise awareness and seek funding (announcement, follow up and sign up) over three weekends commencing 27/28 Feb.	AG to liaise with SL prior to forwarding her e-mail

	He also advised that it had been agreed that 10% of funds raised was to be gifted to St Joseph's School to help with their building needs.	
6	Committee Reports:-	
a)	CHRISTIAN FORMATION (CF):- JN advised no report as they have not met since our last PPC meeting. Next meeting (tomorrow) will include a presentation on the Alpha Course. EM mentioned the Lenten Course for the Diocese is available on-line and JN will return to him for more detail if none of the other members has the information already.	JN to see EM if Lenten Course material required
b)	LITURGY (LC):- report attached. SCr wished to thank EM, CD-B and the Choir for a marvellous Carol Service. EM asked CD-B to re-send the Stewardship of Talents appeal. CD-B advised BJ that he had asked Readers to advise him of their availability which he then hoped to co-ordinate with the Eucharistic Ministers' rota before e-mailing his rota and publishing it on the website.	CD-B to send EM Stewardship of Talents
c)	MAINTENANCE (MC):- CG requested BN to chase Nando Braz re folder used by previous MC members. CG advised keeping an eye on boiler room; had re-attached canvas under kneelers; removed a dangling wire spotted by TM, along with others he discovered; created a template to enable a support to be made and fitted under a loose grate. He noted comment that some "stoppers" needed re-attaching to prevent kneelers from crashing right over when raised. EM advised CG electrical work due to be carried out to eradicate the circuit overload problem in Church and also to enable electrification of the sanctuary lamp; additionally, the garden wall to be rebuilt in Spring; plus earlier flooding of boiler room caused by blocked drain – now cleared. CG has concerns about the fan fitted in the boiler room and EM offered to let him know when the builder was around again so they could discuss it. CG also concerned about competency of previous electricians and wished to ensure quotes obtained in future which specified	BN to chase NB. EM to introduce CG to Dave McCallion and provide CG with electrician's contact details

	<p>materials to be used etc in case of come-back, and to ensure safety certificates were duly issued. CG advised he was happy to work independently ie without others on the MC. CD-B suggested storing sacks of salt for winter use – maybe sufficient to use for Church and around new Parish Centre ie shared cost with St Michael’s to include their Church. Currently Darlingsons unable to deliver until March – other suggestions Ridgeons or Travis Perkins. AG offered to type up/circulate any handwritten report CG may wish to prepare.</p>	
d)	<p>SOCIAL (SC):- report attached. SCr advised the next meeting to be held on 19 January when he wishes to ensure progress made re Valentine’s party on 13 February with funds raised to be shared with St Joseph’s school whose hall is being used. Looking to sell 100 tickets to cover cost of disco/food; suggestion that “light” food be purchased once final numbers known; hope to obtain licence for bar – AG suggested the school might already hold a licence which provides cover for four events; suggestion that ticket price includes raffle – and that a second raffle could also be held on the night to raise more funds; Darren Brett is known to CG who will talk to him about his price of £200 for his disco (Limelight). Finally, SCr confirmed Encounter’s Quiz Night was in the diary for 24 April.</p>	<p>SCr to discover whether School Association has licence to cover a few events;</p> <p>CG/DB re disco;</p> <p>24.4.10 Quiz Night</p>
7	<p>Parish Centre:- report attached. Re connection of utilities: suggestion was to threaten to approach another supplier (Pellys aware work not done at Christmas, now pencilled in for Easter); figure for eradicating Japanese Knotweed now pitched at £4,200 (rather than £10k). Advised remaining contingency and daywork fund/ budget currently £16,500 with any surplus to be used for equipment and fittings. Job description to be issued shortly for recruitment of caretaker. TW expressed need for more “exciting” information re fund-raising to be displayed on boards in Church. BJ hoped our</p>	<p>Fund-raising display boards need to be more “exciting”</p> <p>TW to encourage Cadmans to leave</p>

	<p>forthcoming campaign would aid this need. BJ asked whether Cadmans could utilise the new parish centre as soon as it was waterproofed (scheduled for 18 Jan) which would mean they could be removed from the Apton Rodd site which in turn would enable us to return to paying Council Tax at the reduced rate for charitable status. Formal opening planned for Saturday, 23 October at 12 noon. Joint Management Committee to let SCr know whether assistance required with this event. It may be possible to commence using the Centre as soon as fitting out completed but exact date impossible to predict at this time (Barkers project managing).</p>	<p>Apton Road site asap</p> <p>Joint Management Committee agenda: formal opening liaison</p>
8a)	<p>Priest's Points:- EM wished to thank all those "invisible" hands which come along unheralded and do jobs around the Church and then disappear.</p>	
b)	<p>20/21 March is the weekend of the Bishop's Visitation when he will attend at every Mass, have the opportunity to meet and talk to parishioners, including some members of the PPC and PFC. Further advice yet due from Archbishop's House.</p>	<p>EM to pursue signage for car park</p>
c)	<p>Car park sign still with EM.</p>	
d)	<p>Following article on possible Parish pilgrimage – three responses received: one for Rome; one for Lourdes; and one offering to arrange a pilgrimage for the Parish to Lourdes. On its receipt, EM proposes to pass the Diocesan information on to Patrick and Pauline Haynes for their further consideration.</p>	<p>Pilgrimage material to be given to Patrick Haynes</p>
9	<p>Any Other Business:- EM asked that the next meeting's agenda includes a request to identify a date for an informal brainstorming meeting to incorporate the requirements of the Stewardship of Talents appeal whilst including the needs of the fund-raising committee and thereby providing a complete database of the whole parish – yet with simplicity to ensure a good and positive response ie a one-off request that incorporates all the different factions to provide a complete picture of the parish and its</p>	<p>AG next agenda include item to identify suitable date for brainstorming session.</p>

	parishioners which can be used as a jumping-off point to update the Parish's database – a Parish Census. Data Protection legislation insists that all information held on a database is updated regularly to maintain its accuracy. EM envisages working party to be drawn from PPC in conjunction with the Parish Office.	BN pass EM data protection information
10	Date of next meeting:- Monday, 22 February 2010 at 7.30pm in No 3 Windhill - apologies expected from CG (Ireland).	
	The meeting adjourned at 9.15pm with a closing prayer.	

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Chairman

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Date