

PARISH PASTORAL COUNCIL (PPC)

Minutes of the Meeting on 13 June 2011 at 7.30pm  
at Windhill Churches' Centre

Present:

Tony Moylan, Chair (TM)  
Cyril Ginger, Vice Chair (CG)  
Christopher Deane-Bowers (CDB)

Canon Eddie Matthews (EM)  
*President*  
Peter Diment  
*Parish Finance C'tee*  
Alison Gornall  
*Secretary*

1	The meeting was opened with a prayer	<b>ACTION</b>
2	Apologies were received from Bernard Judge, Jonathan Smith and Stephen Craston. Ray Feeney and Tony Wood were also absent.	
3	The Minutes of the last meeting were approved by the Council, signed off by TM. CD-B wished the Minutes to reflect thanks to AG for ensuring accuracy of last record ahead of signing at next meeting.	AG to copy and display
4	Matters Arising from Previous Minutes:-	
a)	Parish Census: EM provided the members with a draft basic form compiled in conjunction with a computer program for ease of facilitation. EM proposed to issue these at a suitable future date. His hope for this Census was to ensure he left his successor with an up-to-date record of the members of his parish.	
b)	Diocesan Fund-Raising Update: EM advised that individual interviews had been conducted with Westminster priests by the professional fund-raising company. He had expressed his doubt as to the suitability of the suggested door-to-door approach and other priests he had met (Lea Valley Deanery) had felt similarly. However, the Archbishop has been	AG to place item on Parish AGM Agenda.

	<p>advised by the company that the priests are in favour of the proposal and it is intended to launch this scheme in the Autumn. Discussion ensued touching on factors such as our more isolated position from the heart of the Diocese; our fund-raising position; our recent planned giving renewal; other charities receiving financial support from individual parishioners; the result of this implementation in Portsmouth Diocese. It was agreed this (timed) item should be placed on the Parish AGM in order for EM to receive thoughts from a larger group of parishioners than just the PPC prior to its implementation so he might convey to the Archbishop the tenor of the feeling in this Parish.</p>	EM to raise at the Parish AGM
5	AGM Preparations:-	
	Constitution Amendments: four amendments were approved by the PPC for agreement at the AGM.	AG to prepare
	Finance Report from the PFC received and circulated. It is hoped PD will present report in BJ's absence.	AG to down-size
	<b>Committee Reports for AGM:-</b>	all reports for AGM when received
	<b>CHRISTIAN FORMATION:- to be provided</b> Liturgy:- report received and circulated <b>MAINTENANCE:- to be provided</b> (CG advised he had focused on the equipment behind the Altar and kept an eye on the benches. He passed EM a proposal for refurbishing the Sacristy – EM advised he had spoken to an electrician.) <b>SOCIAL:- to be provided</b> (AG advised 21 Hog Roast tickets had been sold this weekend.)	EM to promote completion of nomination form;
	<b>Parish Centre:- to be provided</b>	AM to collect
	<b>Fund-Raising Committee:- to be provided</b>	
	Nomination Forms are due for collection on 30 June – EM agreed it might be helpful to remind parishioners after weekend Masses.	
6	Priest's Points:-	
	Diocesan-led request that Precision Safety Services	

	<p>conduct Health &amp; Safety review now undertaken and report compiled for the Parish Centre, Church &amp; No 3</p> <p>An extremely informative meeting with Inspector with further meeting scheduled with him to discuss the Centre report with EM, Tony Barrance and Clive Risby. The earlier meeting covered the following areas of the Church:-</p> <ul style="list-style-type: none"> <li>▪ Exits for emergencies: advice from the pulpit prior to commencement of busy Masses; volunteers to wear fluorescent jackets – tower door guide to stand in gap to direct people out; gallery door guide to prevent access (see below); signs showing exits;</li> <li>▪ Standby electric system: EM spoken to electrician;</li> <li>▪ Side porch doors to be removed soon;</li> <li>▪ Candles: three fire blankets to be purchased;</li> <li>▪ Choir gallery: balustrade half a metre too low; oak bar to be fixed; people to be allowed up only at EM's invitation;</li> <li>▪ Cellar: ensure all unused items removed; swop location of candles with that of floristry equipment; CD-B asked whether lighting could be improved – EM agreed; CG suggested if space could be made he would erect some strong metal shelving for candle storage;</li> <li>▪ Sanctuary lamp: EM wishes there to be two people to change the lamp – one to hold the ladder</li> </ul> <p>The recommendation for No 3 was only that the bulb in the cellar is low and might hit someone on the head.</p>	
7	Any Other Business:-	
	<p>Various members of the PPC had received notification that Jonathan Smith had offered his resignation from the PPC and sought acceptance. In the circumstances, it was agreed that the Chair would write on behalf of the Council, President and Committees to accept his resignation and thank him for his time and effort whilst a member of the PPC.</p>	AM to respond

8	Date of next meeting:- Friday, 8 July Parish AGM in the Windhill Churches' Centre. Meeting starts at 7.30pm prompt, but could members please arrive by 7pm to arrange seats/tables etc. (Then first PPC meeting: Tuesday, 12 July)	All to arrive by 7pm on 8 July
	The meeting adjourned with a closing prayer.	

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Chairman

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Date