

PARISH PASTORAL COUNCIL (PPC)

Minutes of the Meeting on Tuesday, 10 March 2009 at 7.30pm
at No 3 Windhill

Present:

Bertie Napier, Chair (BN)
Heather Deegan (HD)
Patrick Haynes (PH)
Tony Moylan (TM)
Christopher Deane-Bowers (CDB)
Jack Nash (JN)
Tony Wood (TW)

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 by EM.	ACTION
2	Apologies were received from Sean Nugent and Nando Braz; BN advised the Council of Leo Brown's decision to resign from the PPC due to poor health.	
3	The Minutes of the last meeting were approved by the Council and signed off by BN.	AG copy & display
4	Matters Arising from Previous Minutes:-	
a)	As things have moved on, and more recently Toby Marchand of St Michael's has suggested an inter-parish social event ought to be arranged, EM proposed talking to him again at a meeting to be held on 25 March re a social gathering – be it joint PPC only or whole church which, as HD pointed out, is the request of the Diocese that we should meet our neighbours.	EM to talk to Toby Marchand 25.3.09 re get-together
b)	Parish Magazine – Profiles: one awaited, but others ready for e-mailing to Astrid Davies by the deadline of 25 March; Advertising: BN advised AD not opposed to adverts (eg Daniel Robinson) and having a full colour publication, subject to someone assisting with that part. Quality, and hence perceived increased	AG to e-mail by 25.3.09

	production costs, was seen to be key. TW suggested the fitting-out of the new Centre should see improved technology and software which may help with the publishing of the Magazine, including adverts – which could become self-funding.	
c)	EM informed the Council that the display model of the NPC was just a little over £1,000, which included the cost of the plans also. A perspex top and labels are now being added by the architect.	
5	Finance Report: BJ updated the PPC of the current financial position of the parish including NPC costs paid to date and those anticipated. He advised the PFC is to have a meeting on 17 March with Charles Donington of the Diocese re a renewed Planned Giving campaign (which would be broadened to include fund-raising for the NPC) and that he will arrange a meeting with the “foundation group” of the Fund-Raising Committee thereafter. EM informed the PPC that although a centralised accounting package was due from Westminster, flaws have been noticed in it. BJ agreed to a request to provide the PPC with a general update at each meeting and a quarterly review of the financial information.	BJ to arrange fund-raising meeting after 17.3.09
6	Report by Leo Brown: BN advised that AG had been reimbursed for stationery purchases made. AG circulated a copy of a possible expenses form she had devised for use by the PPC when reclaiming expenditure.	AG see Meg Hardy re suitability of form
7	Committee Reports:-	
a)	CHRISTIAN FORMATION (CF):- report attached. The books for the Small Faith Groups Lent 2009 were eventually found in the Margaret Clitherow room. Meantime, a further order of 70 had been placed – so there are now plenty to go around. Marriage Vows renewal Mass: BN asked whether the Catenians, via the group’s secretary, could be	PH to send leaflet/ invitation to Catenians

	<p>invited formally to attend.</p> <p>St Joseph's School has agreed to the launch of the Home is a Holy Place course, plus a group of housewives has been formed to view the DVD and pilot the course.</p> <p>Re Street Pastors phone line – it is likely that the mobile phone will be allocated specifically for use with the rota and will be of the top-up variety, with the expectation being mostly for <u>incoming</u> calls from the Street Pastors. Should not, therefore, be an undue expense.</p> <p>Finally, PH wishes to stand down both from the PPC and as Chair of the CF Committee to enable more time to be spent with his family; additionally another couple are due to attend the Marriage Preparation courses he and Patricia offer and it is hoped they might succeed them in this role.</p>	
b)	<p>LITURGY (LC):- report attached. 40 replacement hymn books are to be “marked” before being used to see whether the bad batch of binding has been resolved. HD pointed out that the words and music are misaligned in the latter part of the Credo.</p> <p>Ministry of Welcome – it was suggested EM could announce (during this Lenten period) the need for people to volunteer to do something like this.</p> <p>New organist has been found, but all other Masses need some musical accompaniment. All to consider possible musicians.</p>	<p>EM announce need for volunteers</p> <p>All: seek Musicians please</p>
c)	<p>MAINTENANCE (MC):- in the absence of NB, BN confirmed that the Church deep-clean was now complete. Concern was expressed about the peeling paint in the area beneath where the roof was relaid and the making-good never took place. EM to take a look, but considered now was not a good time, financially, to spend money on redecoration and it was agreed that we should not spend any more than we have to.</p> <p>To ensure all the speakers are on, EM advised there is a switch on the outside door of the Sacristy which needs to be switched on, as well as the one inside.</p>	<p>EM: peeling paint</p>

d)	<p>SOCIAL (SC):- report attached. TM has passed to Meg Hardy photos taken at William Fisher's "thank you" celebration; TM anticipated future social events would be closely tied to fund-raising opportunities. Finally, Peter Collett, Chairing Churches Together, has asked the parish to hold a social event and is hoping to talk to TM in this connection. CDB offered a formal vote of thanks to TM re the Final Curtain event on behalf of the Council.</p>	<p>TM to speak to Peter Collett re social event</p>
8	<p>Parish Centre: TW advised that had NB been here, he would have reported on the legal matters appertaining to land purchase. Tender offered by Cadmans accepted. Meeting 25 March to sort out queries/review of floor plan which may make split 50/50, and finalise fittings. Final drawings will then be prepared with Planning Department on an 8-week turn-round time. First job – proposed for May Bank Holiday weekend - will be to dig a trench for water, sewage, utilities etc, but this will also highlight whether anything of archaeological value is thrown up on site. The model of the NPC should be displayed in Church and it was suggested there may be sponsors willing to help with the costs eg Howdens supply kitchen with plaque for, say, three years stating their support; payment for bricks etc. HD recommended that stimulating fund-raising opportunities will need to be constantly available.</p>	
9	<p>Any Other Business:</p>	
a)	<p>Correspondence Received: EM has received notification of the annual Diocesan pilgrimage to Lourdes at the end of July. It was felt this was a tight timescale, but that we could perhaps arrange something for 2010.</p>	
b)	<p>Change in Procedure for Approval of Minutes: BN suggested a way to provide a copy of the Minutes to the Parishioners quicker than the current method. He sought and received approval to have a first draft circulated to all members for reading, with a deadline</p>	<p>AG to implement proposal</p>

	in place by which all must reply . Once all replies received and any amendments made, Chairman to print off Minutes, sign and date them. These should then be passed to the Secretary for photocopying and displaying – the original being kept with our records.	
c)	Parish Directory per the Tablet Article: it was suggested this remain on the agenda still. CDB suggested if parishioners were invited to join a Ministry, that – if asked - they might also be prepared to provide information about their own skills and expertise which would enable this item to be progressed.	AG: Agenda
d)	Photographs of the PPC members: it was agreed the PPC board should come down until the most current photos have been attached.	TW to remove board
e)	TW advised that technical problems prevented EM from adding his “missives” but that these were now available on the parish website.	
f)	With the AGM on 12 June and nominations to be sought in May, it was agreed it was necessary for all to consider/approach parishioners who might be willing to stand for election and that EM should announce same at Mass. Recommendations might come from the Committee members, and indeed, those individuals may consider standing, if asked. AG was asked to list the order of AGM procedure with particular relevance to dates.	EM: make announcement All: identify future members. AG to provide information
10	Date of next meeting to be Friday, 8 May at 7.30pm.	
11	There being no further business, the meeting adjourned with a closing prayer.	

Chairman

Date