

PARISH PASTORAL COUNCIL (PPC)

Minutes of the Meeting on 7 November 2011 at 7.30pm
at Windhill Churches' Centre

Present:

Tony Moylan, Chair (TM)	Canon Eddie Matthews (EM)
Cyril Ginger, Vice Chair (CG)	<i>President</i>
Christopher Deane-Bowers (CDB)	Bernard Judge (BJ)
Tony Wood (TW)	<i>Chair Parish Finance C'tee</i>
Ray Feeney (RF)	Alison Gornall
	<i>Secretary</i>

1	The meeting was opened with a prayer.	ACTION
2	Apologies were received from Stephen Craston (SCr)	
3	The Minutes of the last meeting were approved by the Council and signed off by TM.	AG copy & display
4	Matters Arising from Previous Minutes:-	
a)	Fund-Raising Initiative – update – see later.	
5	Finance Report from the PFC: BJ provided a report and drew attention to the surplus of £45,627 net of £7,554 WCC operating expenses for nine months to 30 September. Parish bank accounts are healthy the main account having received £26k in Gift Aid refund from HMRC. He advised that average monthly collection income for 10 months 2011 against 12 months 2010 is up 0.5%, or £62 per month, albeit envelope and standing order levels are down with loose plate up. Comparing total income and expenditure over the 10 months to 31 October 2010 against 2011, the surplus a year ago was £84,944 whilst this year it is £68,021. Variations noted were a £5k reduction in expenditure for the current 10 months more than offset by reductions in income levels of £21,103, especially in specific donations and sundry income. BJ confirmed that the objective of £100k to be generated through fund-raising was still very much required and we should remember promises to St Joseph's School and the Trinity Fund in addition to other Parish costs eg renewal of the Sacristy plus the need to build up Parish funds once again. EM commented that fund-raising has a double benefit by encouraging social events too and that both the Social and Fund-Raising Committees should be congratulated. CD-B added that Theresa Cannon should be congratulated on the £26k Gift Aid return – BJ reminded the Council this did not include the separate Gift Aid claim being progressed by the FRC.	
6	Committee Reports:-	
a)	CHRISTIAN FORMATION (CFC):- RF advised the commencement of the Alpha Course on 13 September with 24 members. He wished to thank Meg Hardy for her assistance with administrative matters and his team of "caterers": Sandy Feeney, Elizabeth	ALL to consider poss Alpha leader

	Rosair, Trish Kerley and Monica Lynch. There are three more sessions, but the awayday has had to be postponed as there is a clash of activities on 12 November. He thanked Peter Rosair for his leadership in planning but, as he and Peter plan to “retire”, RF is keen to train up some others to take over from them. Patrick Haynes too has been very supportive. The reflections and discussions on A Foretaste of Heaven are going well. Overall, it would be good if those who came along to the prayerful groups could bring three or four others along too.	RF was asked to pass some photos to AG for the “Our Centre in Action” display.
b)	LITURGY (LC):- Report provided by Alison Jones, Chair. The finalisation of the social side of the Celebration of Carols is still under consideration. In absence of SCr, AG offered to e-mail him ahead of the Social Committee meeting scheduled for tomorrow evening. CD-B advised the cancellation of the International Mass as it clashed with St Mary’s Ball. Greeters/Ministry of Welcome to be encouraged for the 9am and 11am Christmas Masses. Terms of Reference for Liturgy Committee were accepted by the PPC. Next meeting 6 February 2012.	AG to contact SCr
c)	MAINTENANCE (MC):- CG gave his report – attached – and asked how matters were progressing with the Sacristy and side door. During discussion, EM advised he was having difficulty locating the water stopcock for work to be undertaken on pipes. CG suggested it may be in the old Monastery where pipes cross from boiler house in Church – he recalled there were two water supplies and offered to call tomorrow to try to locate it. The Sacristy has had to be replastered and new lighting fitted prior to decorators finishing. Side doors have been re-hung but need rubber stripping to prevent draughts. Main doors will be repolished as has the Sacristy door. New beam to be placed in choir gallery next week. Old furniture etc in gallery/behind Altar to be removed. Council members were advised there is no drain in the cellar – despite there being a tap. In answer to CG’s question, the boiler has been serviced but possibly needs a new timer. CD-B asked whether the water tank in the Sacristy was needed and CG advised that it is the header tank for filling all the Church’s radiators with water. RF offered to help CG to work together to move the pews into position in the Church.	CG to try to locate stopcock. RF to assist CG in realigning the pews
d)	SOCIAL (SC):- In the absence of SCr, AM advised that Mick & Joe’s night had been postponed. The Quiz Night was to take place later in 2012 and asked how the Wine Tasting was progressing. AG has been told 19 tickets of 70 max have been sold this first weekend; volunteers would be sought to sell tickets for the next two weekends. AM advised he has found a speaker for the Parish Dinner next year.	
7	Parish Centre:- report attached. Hopeful the Maintenance Contractor will be appointed before end of November. Although Eaglewood gone into administration, comprehensive documentation held regarding electrics and utilities. Fire escape routes/ diagrams to be designed for display. Tardy reponse from KABA regarding faulty access via main front door and internal doors to kitchen and	

	reprographics. Hence individual identifying codes for all group users not yet redistributed. Chairs from both Centre and AM's garage will be taken by St Anselms Church.	
8	Fund-Raising Committee:- AG advised previous notes already circulated, meeting scheduled within next ten days or so. Events lined up for wine tasting, revisiting of Race Night and possible musical evenings (x2); sponsored beard-growing; Friends of the WCC. Notes to be circulated following meeting.	
9	Priest's Points:-	
a)	Diocesan-wide fund-raising initiative: PPC members provided with a copy of letter from the Archbishop advising campaign to start with a pilot exercise over the next 6-9 months. Our Parish is not expected to be included in this.	
b)	Parish Census: need not now be delayed any further. EM asked that he circulate (via AG) a draft form for consideration by a date to be specified. Agreed unanimously by those present.	EM to pass info to AG for circulation
10	Any Other Business:-	
a)	2012 Diaries: AM asked whether he should take up an offer to provide 250 diaries for parishioners' use. After discussion it was agreed he should decline.	
b)	At Meg Hardy's suggestion, AG requested a new date for the AGM bearing in mind EM's diary commitments around June. It was agreed Sunday, 24 June would be appropriate. No date was agreed regarding the first meeting of the new PPC required within 14 days of the AGM.	AG to book in diary.
c)	TM observed a number of changes to contact details given on final page of Parish Magazine and asked that Council members who were also part of Parish groups remembered to advise Astrid of changes.	AG to notify Astrid of message
11	Date of next PPC meeting to be 9 January 2012 at 7.30pm in Windhill Churches' Centre.	
	The meeting adjourned with a closing prayer.	

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Chairman

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Date