

St. Mary's Joint Parish Council and Finance Committee Meeting
14th May 2024, 7pm
Draft Minutes

1) In attendance: Sean H / Peter T / Malcolm T / Larry C / Pauline L / Sue F / Ann S / Simon R / Kate E / Veronica H / Joanne T

Apologies received: Jane M

2) Opening prayer: Led by Fr Sean

3) Minutes of previous meeting: Approved

Actions arising:-

- i) Parish Baptism Preparation Programme**
Catechists Peter and Trisha have met with Fr Sean and Deacon Alison Rebello to discuss offering a holistic programme for both parishes.
Baptism Enquiries to be forwarded to Group Email. **Action JT**
Set up parish Teams Account for virtual meetings with families. **Action JT**
- ii) Get to Know your Council**
Thank you to Malcolm for suggesting and presenting a poster to display in the hall. Group photo taken in preference to individual social media pictures. Details to be displayed in church hall with clearly marked suggestion box for parishioner to leave items for council to discuss. **Action JT**
Additional display for parish catechists and safeguarding leads to be created. **Action JT**
- iii) Council Constitution**
Thank you to Simon and Kate for sharing latest version of Constitution. Document (dated 2016) to be circulated with Minutes to all members. If there are any questions or queries, please let Joanne know to table at next meeting. **Action JT / ALL**
- iv) Communion from the Chalice**
This now happens at weekday mass so we are looking to do the same at the weekend.
Two Eucharistic Ministers with the chalice will stand at far sides of the altar to avoid congestion as people line up for Communion.
Fr Sean asked that Melanie (via Simon) prepare a new schedule for Ministers with 3 needed for weekend masses beginning in July. **Action SR / MR**
Any Ministers uncomfortable offering the chalice, please speak to Fr Sean.
- v) Parish Social Event**
Members agreed it would be nice to hold parish event in the summer. Speak to Natalie who previously organised the very successful strawberry teas. **Action JT**

4) Finance Update

2023/24 Annual Return has been submitted to the Diocese.

Closing Balance on 31st March: £11,098

Annual Offeratories (loose plate) : £15,306 – this is an increase of £2,000 on last year

Gift Aid Envelopes: £17,284

Parish donated £5,618 to special collections across the year.

Significant expenditure in terms of building and maintenance costs (front entrance paving)

Anticipated expenditure this year will include:

- Repainting wooden doors
- Wooden wall to be replaced with UPVC
- Repairs to flat felt roof following storm damage
- Roof dome – Fr Sean to look at cost to have this removed.

Peter thanked Simon and Veronica for all their help supporting Joanne with the management of parish finances.

5) Items from Fr Sean not on the agenda

7th July – Sending Forth Mass

14th July – Bishop Stephen will be celebrating mass at St Mary's

Parish has received notification of a legacy left by elderly parishioner. More details will be shared as and when appropriate.

New Lectionary will be introduced this Advent. Fr Sean expects a cost in the region of £1,200 which may be supported through a private donation.

Fr Sean advised parishioners will not need to buy new mass missals.

Fr Sean has received email from diocese re how we move forward together and a programme of workshops. This will be circulated to all council members.

Action JT

6) Safeguarding Update

St Mary's Catechists have received DBS certificates

Diocese Safeguarding Posters are on display at both entrances to the church.

Parish safeguarding contact names and diocesan support lines were included in newsletter for three weeks.

7) Any Other Business

Please can Council Minutes be printed & made available in the church hall

Action JT

More slips for names for Book of Remembrance needed

Action JT

8) Date of next meeting

Tuesday 2nd July at 7pm

Meeting ended with a prayer from Fr Sean.