

**PCC MEETING 6<sup>th</sup> DECEMBER 2010**  
**PARISH OF ENGLISH MARTYRS, DANBURY WITH**  
**HOLY TRINITY CHURCH, SOUTH WOODHAM FERRERS**

**Ex officio:**

Fr. Paul Fox (Parish Priest & President)  
 Stephen Gallagher (Treasurer)(elected)  
 Sylvia Lanz (Diocesan Council Rep)  
 Lynne Pursell (Deanery Rep)  
 Kathy Johnston (School Rep)  
 Kath Gable

**Elected Member:**

Mary Huntington  
 Sharon Docherty  
 Frank Lo  
 Margaret Godfrey Chair  
 Matt Harris Vic chair  
 Pauline Spratt  
 Marian Green (Secretary)  
 Chris Newman

**Appointed Members:**

Peter Hanlon HT (Health & Safety)  
 Jacqui Wright EM (Health Safety)

**Co-opted:**

Jackie Clarke (Fabric SWF)  
 Tony White (Fabric Danbury)

**Methodist Observer:** Alasdair Mackay  
**Anglican Observer:** Christine Hardy

|           | <b>Discussion</b>  | <b>Action</b> |
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| <b>1)</b> | <b>Opening Prayer</b><br>Margaret opened the meeting with a prayer.  |               |
| <b>2)</b> | <b>Apologies</b><br>Apologies were received from Kath G, Kath J and Lynn.  |               |
| <b>3)</b> | <b>Minutes of Meeting 11<sup>th</sup> October 2010</b><br>The minutes of the meeting were agreed and signed.<br><b>Matters arising:</b> Margaret asked us to let Kath G know if we were aware of anyone who would benefit from an invitation to join the care group lunch.   |               |
| <b>4)</b> | <b>Report from Fabric Committee (English Martyrs)</b><br><b>Tony reported:</b> The plans for the conservatory have been submitted to the diocese. Because it is a public building planning permission will be needed so a planning application will be submitted to the local authority. This could delay the start of building work by a couple of months.  |               |
| <b>5)</b> | <b>Report from Fabric Committee (SWF)</b><br><b>Jackie Reported:</b><br>Roof: We are in the process of gaining quotations to repair the guttering and replace missing/damaged tiles. This will be completed in the New Year.<br>Vacuum Cleaner: A Charles has been purchased to replace broken one.<br>Meter Box: Nothing to report.<br>Health & Safety: The fabric committee will recommend to the JCC that there should be a detailed inspection of the church premises – to include electricians and safety measures such as fire exit signs. This will inform the fabric committee of all the necessary measures that need to be taken and would enable us to draw up guidelines for the all those organisations that use the building. It was suggested that the inspection could be carried out through the local authority. Also the committee are looking into carrying out needed work in the toilet. |               |
| <b>6)</b> | <b>Ecumenical Report from; Joint Church Council,</b><br>Little Baddow and SWF No report this month.  |               |

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| 7)  | <p><b>Report from Treasurer:</b> As at today our current bank balance is just over £15,000 in credit, with another £5,000 on deposit.</p> <p>I'm unsure of the current Diocesan policy on funding building work, but I would suggest that whilst we may go slightly overdrawn, our annual income always exceeds our expenditure; so our overdraft would be temporary.</p> <p>NB: In June 2006 we were £20,000 overdrawn and by June 2007 were in the black and have remained there ever since.</p>  |  |
| 8)  | <p><b>Report from Anglican P.C.C:</b> No report this month.</p>   |  |
| 9)  | <p><b>Report from Methodist P.C.C:</b> Alasdair reported on the joint harvest supper and told us that Sue was settling in well with the four church congregations she is responsible for.</p>   |  |
| 10) | <p><b>Development of Youth Group:</b></p> <p>Hannah is going ahead with her youth group in the new year which will be aimed at years 5,6,7 and 8. Confirmation classes will also start in the new year. Father Paul said things were looking positive with the bar'n'bus as well.</p>   |  |
| 11) | <p><b>Report from Diocesan Council Representative</b></p> <p>Sylvia report briefly on the latest meeting for which she hadn't had minutes as yet. The bishop had spoken about the legacy of the papal visit and bearing witness to our faith.</p> <p>She also spoke about the training of our priests for the changing world, gaining experience by spending part of their training in a parish.</p>  |  |
| 12) | <p><b>Report from the Deanery Representative</b></p> <p>No report this month.</p>   |  |
| 13) | <p><b>Report from Liturgy &amp; Evangelisation Group</b></p> <p>Father Paul said there would be no 5.30pm mass on the Saturday or Sunday over Christmas weekend.</p> <p>Matt told us the next Café meeting on 31st January will be for first holy communion parents although all would be welcome.</p> <p>There will also be a five week course during lent.</p>  |  |
| 14) | <p><b>Any Other Business</b></p> <p>a) Matt was given the go ahead to sign up with BT for their website hosting service. He produced a report of how the website might look. Time will put aside at the next meeting to discuss it at length. Full report with minutes.</p> <p>b) Margaret asked could the parish sponsor youth members, either part or in full, to go to the Youth Day in Madrid next year and/or other events. Could the committee give some thought to this and bring ideas to the next meeting.</p> <p>c) Margaret put forward the idea of the church congregations answering a simple questionnaire during mass. How could parishioners contribute more by offering their time and/or expertise to the parish or with new ideas.</p> <p>d) John Stuttle has been asked to fix brackets for the new processional cross to keep it upright when not in use.</p> <p>e) Items for discussion next meeting:</p> <p>The way forward (ideas); Web site; CAFOD; Green agenda</p> |  |

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|  | <p><b>Dates of 2011 Meetings</b></p> <p>Monday 24<sup>th</sup> January 2011<br/> Monday 28<sup>th</sup> February 2011<br/> Monday 28<sup>th</sup> March 2011<br/> Monday 9<sup>th</sup> May 2011<br/> Monday 6<sup>th</sup> June 2011<br/> Monday 25<sup>th</sup> July 2011 BBQ<br/> Monday 5<sup>th</sup> September 2011<br/> Monday 10<sup>th</sup> October 2011<br/> Monday 14<sup>th</sup> November 2011 AGM St Josephs School hall<br/> Monday 12<sup>th</sup> December 2011 new committee</p> |  |
|  | <p><b>Closing Prayer</b><br/> Fr. Paul closed the meeting with a prayer and a blessing</p>  |  |

These minutes are a true account of the proceedings of the Parish Pastoral Council Meeting held on Monday 6<sup>th</sup> December 2010 at Fr Paul’s house.

Signed ..... Proposed Name

Dated.....

Signed.....Seconded Name

Dated.....